

ADOPTED



Executive Committee Minutes of Regular Meeting

Date: October 24, 2018
Location: Islands Trust - Victoria
200 - 1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair
George Grams, Vice Chair
Susan Morrison, Vice Chair
Laura Busheikin, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Julia Mobbs, Director, Administrative Services
Clare Frater, Director, Trust Area Services
Lori Foster, Executive Coordinator

1. CALL TO ORDER

Chair Luckham called meeting to order at 8:46 a.m. and acknowledged the meeting was being held on Coast Salish territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

6.1.5.2 Executive Committee Agenda for the meeting of November 8, 2018

2.2 Approval of Agenda

By General Consent, the agenda was adopted as amended.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 October 10, 2018 regular meeting minutes

For consideration to amend the minutes:

Item 5.6 page 3, change the first sentence from "Vice Chair Morrison reviewed..." to "Vice Chair Busheikin reviewed..."

Item 6.1.3 change language from "blessing" to "open" in General Consent.

By General Consent, the minutes were adopted as amended.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff reviewed the status of items on the Follow up Action list.

ADOPTED

4.2 Director/CAO Updates

Directors provided updates on their follow up action list items and current activities.

Discussion ensued regarding:

- Bylaws still sitting in the minister's office for approval, Follow up with ministry staff on First Nations engagement,
- Committees work,
- Covenant changes and the referral process regarding the Salt Spring Island Local Trust committee tree girdling covenant,
- Director Frater will request that covenant notification to the local trust committees be placed on the next Islands Trust Conservancy Board meeting agenda.

4.3 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Bowen Island Municipality Bylaw No.468 (LUB Amendment)

Director Marlor reviewed the land use bylaw amendment which allow a medical clinic as a permitted use in the Village Commercial 1 zone.

EC-2018-159

It was MOVED and SECONDED,

THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 468 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 468, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 November Trust Council Schedule

Discussion on schedule details followed including:

- CAO Hotsenpiller reviewed training and orientation for trustees and the Executive Committee,
- Legislative Services Manager (LSM) Thiel presented the oath forms with the option to swear or affirm at the ceremony,
- Local trust committee discussions may be accommodated from 2:45 p.m. to 3:15 p.m. on November 7,
- Clarify that roundtable discussion by trustees is not an indication of what will go on the strategic plan,
- Tighten up dinner service timing on Wednesday.

Forward as amended.

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- 6.1.2 January Trust Council Schedule
By General Consent, staff were requested to amend the schedule to give the Budget Review more time.

Forward as amended.

- 6.1.3 September Trust Council Minutes
Remove Director Winn's comments as they were a reflection of his term.

Forward as amended.

- 6.1.4 Follow Up Action List
By General Consent, the Follow up Action list will be added as a business decision item.

Forward as amended.

- 6.1.5 Trust Council Orientation

- 6.1.5.1 Big Picture: Overview of the Islands Trust

CAO Hotsenpiller reviewed the presentation and intention of the various training sessions.

By General Consent, staff were directed to spell out acronyms for ease of use.

- 6.1.5.2 Notice of Elections for Executive Committee & Islands Trust Conservancy

Forward as presented.

- 6.1.5.3 Governance and Getting Things Done

Forward as presented.

- 6.1.5.4 Council Roundtable - what's important

Forward as presented.

- 6.1.5.5 Trustee Questions and Answers

Forward as presented.

- 6.1.5.6 Candidate Presentations

Forward as presented.

- 6.1.5.7 Budget Session

Forward as presented.

- 6.1.5.8 LPS Session

Forward as presented.

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6.1.5.9 Elections for Executive Committee and Islands Trust Conservancy
Forward as presented.

6.1.5.10 Business Decision Items

6.1.5.10.1 2019 Trust Council Meeting Schedule – RFD

By General Consent, staff were requested to add the Executive Committee meeting schedule to the November 8 Executive Committee meeting agenda business decisions.

Conversation followed on:

- Location suggestions for the full 4 year term,
- Tracy Lorensen will lead a training session on legislative requirements at the November 28th Executive Committee meeting.

By General Consent, staff were requested to set up a meeting with San Juan county and ensure vice chairs have their passports in order.

By General Consent, staff were requested to add the Orientation for Executive Committee report to the Trust Council agenda as a briefing.

By General Consent, staff were requested to amend the proposed Trust Programs Committee proposed meeting dates to reflect the customary 4 meetings per year.

6.1.5.10.2 Executive Committee Agenda for the meeting of November 8, 2018

Discussion followed on Council committee assignments. Forward all items by general consent as amended the TPC dates in the schedule.

6.2 Local Planning Services

None

6.3 Administrative Services

None

6.4 Trust Area Services

6.4.1 Islands Trust Representation on the Gulf Islands National Park Reserve Advisory Board – RFD.

Discussion ensued on amending the recommendation wording to suggest that an Executive Committee member whose Local Trust Committee is affected by the

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National Park policies and an additional liaison be suggested as liaisons to the Gulf Islands National Park Reserve.

Staff were asked to reword the recommendation which was addressed after the closed meeting.

6.5 Priorities Chart

Forward as presented.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Executive

None

7.1.2 Trust Area Services

7.1.2.1 Annual Meeting with San Juan County Council

See Agenda Context Notes 2.2.1

7.1.3 Local Planning Services

None

7.1.4 Administrative Services

None

7.2 Executive Committee Initiated

There were no items of business to address under 7.2.

7.2.1 Executive

7.2.2 Trust Area Services

7.2.3 Local Planning Services

7.2.4 Administrative Services

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 2019 Executive Committee Meeting Schedule

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

8.3 Local Planning Services

8.3.1 Request for EC sponsorship of development application fee DE-RZ-2018.1 (Denman Housing Association)

Vice Chair Busheikin left the room at 10:50 a.m. citing a perceived conflict of interest as she is a neighbour of this property.

Vice Chair Morrison spoke to the rezoning application which would create 20 affordable housing units.

ADOPTED

EC-2018-160

It was MOVED and SECONDED,

THAT the Executive Committee approve financial sponsorship of \$4,950.00 for rezoning application DE-RZ-2018.1 (Denman Housing Association) which would amend Denman Island Official Community Plan Bylaw No. 185, 2008 and the Denman Island Land Use Bylaw no. 186, 2008 to allow for an affordable housing development.

CARRIED

Vice Chair Busheikin returned at 10:52 a.m.

8.4 Administrative Services

None

By General Consent, items 11. , 12. , and 13. were addressed before item 9.

11. CORRESPONDENCE

11.1 Interim Anchorages Protocol Monthly Report #7 - August 2018

General consent, staff were requested to post links to the website and send to trustees.

11.2 Invitation to tour an oil spill response exercise for the Southern Gulf Islands

For information.

11.3 Herring Pre-Season Planning Update

For information.

11.4 October 5, 2018 letter from NEB re Trans Mountain Reconsideration Ruling No. 1 - List of Parties

Conversation followed that Islands Trust cannot produce evidence in the allotted time and that Living Oceans will champion this item.

11.5 October 12, 2018 letter from NEB re Trans Mountain Reconsideration Hearing Order

Received for information.

11.6 Supplemental Report - Pacific Region Interim Anchorages Protocol

Discussion that this is a framework for anchorage locations, not a conversation about reduction or changing authority. Islands Trust should connect with the minister where practices can be recommended on a federal level.

12. WORK PROGRAM

12.1 Review and amendment of current work program

Received as presented.

13. NEXT MEETING

The next meeting of the Executive Committee will be held November 8th in Victoria at the Parkside Hotel, 810 Humboldt Street.

At 11:17 a.m. the meeting was closed to the public.

ADOPTED

9. CLOSED MEETING

EC-2018-161

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

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At 11:40 a.m. the meeting was reopened to the public.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

None

Item 6.4.1 was addressed as staff were asked to reword the suggested recommendation.

By General Consent, the wording of the recommendation for the Request for Decision will read:

That the Islands Trust Council recommend to Parks Canada that Trustee (to be determined by Council) be Trust Council's liaison to the Gulf Islands National Park Reserve and direct that the Executive Committee recommend an Islands Trust Council Vice-Chair who is Chair of a Local Trust Committee affected by National Park policies as an additional Islands Trust Council liaison.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 11:50 a.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator