



Executive Committee Minutes of Regular Meeting

Date: December 12, 2018
Location: Islands Trust - Victoria
200 - 1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair
Sue Ellen Fast, Vice Chair
Laura Patrick, Vice Chair
Dan Rogers, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services at 12:10 PM
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 10:12 AM stating gratitude for meeting on Coast Salish territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

The following items were presented for consideration:

- 8.1.3 Executive Committee meeting start times
- 8.1.4 Audio issues for remote meetings
- 8.1.5 Working with media communications
- 8.1.6 Proof of MRDT- DMMO Consultation with SSI-SGI Islands Trust
- 8.1.7 San Juan County debrief
- 11.1 Correspondence - Horgan re election
- 11.2 Correspondence - Robinson re election

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

- 2.2.1 Agenda Context Notes
Provided for information.

3. ADOPTION OF MINUTES

3.1 November 28, 2018

Amendments for consideration:

- 6.1 first sentence to read, "...and the amendment to increase the number of units in the project for floating staff housing."
- 8.1.2.1 first bulleted item to read, "Requesting the province extend the deadline for licensing registration."

- Correct the date in the footer from November 24 to November 28.

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 and answered questions from the Executive Committee.

4.2 Director/CAO Updates

Staff gave verbal reports on current issues. The following items were discussed:

- DLPS Marlor and the Sea Level Rise workshop held on Galiano; he spoke to mapping tools on the Living Oceans Society website, will circulate the mapping link.
- Feedback from the regional LTC orientations to be heard at Trust Council.
- Maintaining the Continuous Learning Plan which is directed by EC and ongoing; Vice Chair Fast commented on interactive learning.
- Archeological sites; trustees requesting more information.
- DTAS Frater spoke about Trust Area Services communications strategy and staffing updates.
- Anchorages strategy and the effectiveness of roundtables, possible op-ed piece and broader strategy.
- Tax requisition leaflet needs to be completed.

4.3 Local Trust Committee Chair Updates

Chairs addressed recently attended meetings and current issues.

It was noted at the recent Salt Spring Island LTC meeting that a demonstration regarding old growth logging on Beddis Road was present.

5. BYLAWS FOR APPROVAL CONSIDERATION

None

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 Chief Administrative Officer's Report
Amend date of report. Forward as amended.

6.1.2 Trust Council January 15-16 schedule
EC-2018-180

It Was Moved and Seconded,

That the Executive Committee invite Chief Ian Campbell, hereditary chief of the Squamish Nation, to the First Nations session.

CARRIED

Include trustee roundtable at the end of the Strategic Plan session, move Standards of Conduct session after the Budget session. Forward as amended.

6.1.3 Trust Council Follow-up Action List
Forward as presented.

6.1.4 Standards of Conduct / Conflict of Interest / FOI - session outline
Forward as presented.

6.1.5 Hornby Island by-election
Voting day is set for March 2nd. Peter Crawford appointed Chief Elections officer
Press release to follow. Forward as presented.

By General consent, the Executive Committee request CAO Hotsenpiller email trustees on the emerging issue of the by-election and processes.

Director Mobbs joined the meeting at 12:10 PM.

6.1.6 Trust Council draft minutes of November 6 - 8 for adoption
Forward as presented.

The meeting recessed for a break at 12:12 PM and reconvened at 12:40 PM.

6.1.7 Strategic Plan - session outline
CAO Hotsenpiller presented the session outline clarifying this would be an introduction to Strategic Planning. Consideration for a future workshop with Alison Habkirk was discussed.

EC-2018-181

It Was Moved and Seconded,

That the Executive Committee request staff contact Bowen Island Municipality to set up an annual protocol meeting for early in the new year.

CARRIED

Forward as presented.

6.2 Local Planning Services

6.2.1 Director of Local Planning Services Report
Forward as presented.

6.2.2 First Nations - session outline
Update outline adding Chief Ian Campbell and recognize outgoing Senior Intergovernmental Policy Advisor, Fiona MacRaid in a blanketing ceremony.
Forward as amended.

6.2.3 Bylaw Enforcement Statistics – Briefing
Forward as presented.

- 6.2.4 Local Planning Services - session outline
Forward as presented.
 - 6.2.4.1 Quorum discrepancy between TC Bylaw 101 and Policy 2.3.1 [Council Committee System Policy]
Move this item under Executive. Forward as presented.
- 6.2.5 Local Trust Committee Fees Review – RFD
Forward as presented.
- 6.2.6 Local Trust Committee Review - session outline
Forward as presented.

6.3 Administrative Services

By General consent, all items under 6.3 to be forwarded as presented.

- 6.3.1 Director of Administrative Services Report
- 6.3.2 Draft 2019/20 Budget
 - 6.3.2.1 Draft 2019/20 Budget - session outline
 - 6.3.2.2 Draft 2019/20 Budget Assumptions & Principles
 - 6.3.2.3 Draft 2019/20 Budget Overview
 - 6.3.2.4 Draft 2019/20 Budget Detail
 - 6.3.2.5 Draft 2019/20 Budget Funding Requests
 - 6.3.2.5.1 Summary of 2019/20 Budget Funding Requests
 - 6.3.2.5.2 2019/20 Budget Funding Request Business Cases
- 6.3.3 Budget Amendments
 - 6.3.4 September 30, 2018 Q2 Financial Report – RFD
 - 6.3.5 September 30, 2018 Q2 Forecast – Briefing
 - 6.3.6 March 31, 2018 Allocated Financial Statements – Briefing
 - 6.3.7 Policy 7.2.1 Trustee Remuneration Amendment – RFD

6.4 Trust Area Services

By General Consent, all items under 6.4 to be forwarded as presented.

- 6.4.1 Director of Trust Area Services Report
- 6.4.2 A/Manager Islands Trust Conservancy Report
- 6.4.3 Trust Area Services - session outline
- 6.4.4 Islands Trust Conservancy - session outline
- 6.4.5 Community Stewardship Award – Briefing

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

- 7.1.1 Executive
 - 7.1.1.1 Minister Letter re Islands Trust Act Amendment Changes – Briefing
By General Consent, the Executive Committee endorsed the briefing as presented.

Chair Luckham commented on post UBCM follow-up regarding meeting with Minister Fraser to request funding for First Nations reconciliation.

EC-2018-182

It Was Moved and Seconded,

That the Executive Committee request the Chair write a letter to the Minister of Indigenous Relations and Reconciliation, Scott Fraser to explore funding for reconciliation efforts.

CARRIED

7.1.2 Trust Area Services

None

7.1.3 Local Planning Services

None

7.1.4 Administrative Services

None

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 Governance re: Tracey Lorenson session – Briefing

The meeting decorum poster was discussed.

EC-2018-183

It Was Moved and Seconded,

The Executive Committee request staff amend the meeting decorum poster based on the input of the meeting of December 12; leave the top three bullets, amend the bottom bullets and prepare a script for Vice Chairs (Executive Committee members) to use at local trust committee meetings.

CARRIED

7.2.1.2 Island Coast Economic Trust (ICET) consultation – Briefing

Presented for information.

7.2.1.3 Executive Committee Handbook – session

CAO Hotsenpiller encouraged collective review of this item as time ran short to fully address this session.

7.2.2 Trust Area Services

7.2.2.1 Advocacy/education re: groundwater licensing - RFD

EC-2018-184

It was Moved and Seconded,

That the Executive Committee request the Chair write to the Minister of Environment and Climate Change Strategy, requesting an extension to the groundwater license application deadline of March 1, 2019 within the Trust Area.

DEFEATED

7.2.2.2 AVICC/UBCM 2019 resolution – RFD

The Executive Committee considered the suggested topics presented in the request for decision.

EC-2018-185

It was Moved and Seconded,

That the Executive Committee direct staff to draft a resolution and backgrounder for submission to the Association of Vancouver Island and Coastal Communities 2019 convention on the following:

- Ticketing for Development Permit Areas and;
- Cumulative effects planning including marine.

CARRIED

EC-2018-186

It was Moved and Seconded,

That the Executive Committee and staff attend the Association of Vancouver Island and Coastal Communities 2019 convention in Powell River.

CARRIED

7.2.3 Local Planning Services

None

7.2.4 Administrative Services

None

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 Trust Council March/June location amendments

EC-2018-187

It was Moved and Seconded,

That the Executive Committee request staff conduct a Trust Council resolution without meeting (RWM) to amend Trust Council 2019 locations to March on Gabriola and June on Galiano.

CARRIED

8.1.2 Recording LTC meetings

Discussion ensued regarding electronic recording of local trust committee meetings.

8.1.3 Executive Committee meeting start times

EC-2018-188

It was Moved and Seconded,

That the Executive Committee request staff change the winter start time of Executive Committee business meetings from 8:45 AM to 9:45 AM.

CARRIED

8.1.4 Audio issues for remote meetings

Discussion followed regarding audio issues during recent electronic meetings.

- 8.1.5 Working with media communications
Director Frater addressed questions from the Executive Committee.
- 8.1.6 Proof of MRDT- DMMO Consultation with SSI-SGI Islands Trust
CAO Hotsenpiller will work with Vice Chair Patrick on this item.
- 8.1.7 San Juan County debrief
There will be verbal reports at Trust Council and a summary to follow on the few asks from the meeting with San Juan Council 2 days ago.

8.2 Trust Area Services

- 8.2.1 LTC Chairs Report on Local Advocacy Topics
Local Trust Committee Chairs spoke to emerging and ongoing local issues.

8.3 Local Planning Services

- 8.3.1 Indigenous Place Names Project – Briefing
Staff reviewed the briefing with the Executive Committee.

EC-2018-189

It was Moved and Seconded,

That the Executive Committee add the Indigenous Place Names Project to its work program and advise the Denman Island Local Trust Committee.

CARRIED

8.4 Administrative Services

None

8.5 Executive/Trust Council

None

9. CLOSED MEETING

EC-2018-190

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.

CARRIED

At 3:56 PM the meeting was closed to the public.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

None

11. CORRESPONDENCE

11.1 Premier Horgan re election

Forward to trustees.

11.2 Minister Robinson re election

Forward to trustees.

Chair Luckham requested a thankyou response to Minister Garneau regarding the recent anchorages campaign.

By General Consent, the Executive Committee delegates Chair Luckham to receive and approve delegation requests for January Trust Council.

12. WORK PROGRAM

12.1 Review and amendment of current work program
See Executive Committee resolution **EC-2018-184**.

13. NEXT MEETING
EC-2018-191

It was Moved and Seconded,

That the Executive Committee request staff cancel the January 2nd business meeting.

CARRIED

The next Executive Committee meeting will be held January 15, 2019 at the Coast Bastion Hotel, Nanaimo.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 4:05 PM.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator