



# Executive Committee

## Minutes of Special Electronic Meeting

**Date:** April 8, 2020  
**Location:** Victoria Boardroom & Electronic  
#200 1627 Fort Street, Victoria BC

**Staff Attending at Location:** Robert Kojima, Regional Planning Manager

**Members Present:** Peter Luckham, Chair, Thetis  
Dan Rogers, Vice Chair, Gambier/Keats  
Laura Patrick, Vice Chair, Salt Spring  
Sue Ellen Fast, Vice Chair, Bowen Municipality

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

**Others Present:** There were no call-in participants to phone number  
toll-free 885-703-8985 code 723569162#

### 1. CALL TO ORDER

Chair Luckham called the electronic meeting to order at 9:02 AM stating gratitude for the ability to meet far and wide across the Salish Sea and Coast Salish territory.

#### 1.1. Acknowledge Standing Resolution

Provided for information.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

The following items were presented for consideration to add to the agenda:

- 6.1 Electronic meetings and LTC schedules - Briefing
- 6.2 Considerations for June Trust Council meeting - discussion
- 6.3 Bylaw Enforcement - Discussion
- 6.4 Executive Committee response to Trustee Wright correspondence dated March 31, 2020
- 6.5 Anchorages Editorial re: Plumper Sound collision

#### 2.2 Approval of Agenda

**By general consent**, the agenda was adopted as amended.

### 3. ADOPTION OF MINUTES

#### 3.1 April 1, 2020 EC draft minutes

By general consent, the minutes were adopted as presented.

### 4. ROUND TABLE

Local Trust Committee Chairs reported out on recently attended electronic meetings and actions taken to address the response to COVID-19.

Comments were heard on the following:

- A Gabriola Island group, including local trustees, has convened in response to COVID-19 called the Gabriola Emergency Response and Recovery Committee (GERRC),
- The resolution without meeting (RWM) process continues for local trust committee business some are experiencing confusion due to volume,
- Traffic to the islands over the long weekend, discouraging non-essential travel to secondary residences.

Chair Luckham reported on continued meetings and messaging coming from the Vancouver Island Health Authority and the province.

Chief Administrative Officer (CAO) Hotsenpiller spoke to the following:

- While practicing physical distancing, CAO and Information Services Manager (ISM) van Bakel ran an electronic All Staff Meeting from the Victoria boardroom with 55 attendees noting it was a good technical experience,
- Ongoing meetings with local government administrators regarding COVID responses,
- Ministry meetings addressing Islands Trust ability to have electronic meetings with or without a public component and physical location,
- Tabling most hiring's with the exception of a bylaw administrator,
- Trustee expense claims without resolution,
- Maintaining staffing levels and delivery of service.

Concerning COVID-19, messaging on discouraging travel during this long weekend was discussed.

It was heard that:

- A news release from Salt Spring Island Business and Farm Response & Recovery Task Force discouraging travel is set,
- BC Ferries will implement reduction of service to the islands,
- As of this day, all BC Parks are closed until further notice.

### 5. FINANCIAL ANALYSIS RE: TAX REQUISITION

Director of Administrative Services Mobbs spoke to the report as presented noting that she is in ongoing conversations with our ministry and the Surveyor of Taxes.

She noted options for measures of relief, a narrowing window of opportunity, mechanics of amending the Financial Plan Bylaw and the legislative meeting requirements to do so.

The meeting recessed for a break at 10:23 AM and reconvened at 10:29 AM.

**EC-2020-047**

**It was Moved and Seconded,**

That the Executive Committee request staff prepare a resolution without meeting (RWM) for Trust Council to reduce the proposed tax increase to 0% and provide a backgrounder for trustees related to the RWM in response to COVID-19.

Discussion followed on referring this item to the Financial Planning Committee which would need to convene a Special Electronic Meeting.

**EC-2020-048**

**It was Moved and Seconded,**

That Executive Committee postpone resolution **EC-2020-047** to the April 15<sup>th</sup> Executive Committee meeting and refer this matter to the Financial Planning Committee.

**CARRIED**

**6. NEW BUSINESS**

**6.1 Electronic meetings and LTC schedules**

Director of Local Planning Services (DLPS) Marlor spoke to the three options and recommendations in the report addressing the unique needs of each local trust committee (LTC).

Discussion was heard on:

- Various local trust committees (LTC's) are seeking options or interim options to conduct business after the April 15<sup>th</sup> meetings moratorium,
- No relaxation in the state of emergency hence public gathering restrictions; safety for humans is paramount,
- On-going discussions with our ministry seeking an order or relief as other local governments have been granted; what is essential business,
- Associated technical challenges for each unique and autonomous LTC,

**EC-2020-049**

**It was Moved and Seconded,**

That Executive Committee endorse the staff report "Local Trust Committee Meeting – Options for Beyond April 15, 2020" regarding electronic local trust committee meetings, for the interim, and recommend that local trust committees continue to avoid physical meetings except as outlined in the report.

**CARRIED**

**.2 Considerations for June Trust Council meeting - discussion**

**EC-2020-050**

**It was Moved and Seconded,**

That Executive Committee request staff prepare a report for the April 15<sup>th</sup> business meeting on the cancellation of the in-person June Trust Council meeting on Hornby Island.

**CARRIED**

### 6.3 Bylaw Enforcement

Discussion was heard on the ministerial order regarding local government bylaw enforcement officer assignments.

Bylaw Compliance and Enforcement Manger (BCEM), Dingman and senior staff have discussed with the health units BCEM Dingman's role.

### 6.4 Executive Committee response to Trustee Wright correspondence dated March 31, 2020

Chair Luckham spoke to the email he circulated for vice chair feedback in response to the correspondence received.

It was suggested to add hyperlinks to the associated Islands Trust policies 2.4.1 and 6.10.2.

### 6.5 Anchorages Editorial re: Plumper Sound collision.

Chair Luckham noted that in response to the March 30<sup>th</sup> collision in Plumper Sound, he will call for an investigation questioning any negligence that may have been involved. He has contacted all Members of the Legislative Assembly (MLA's) in the trust area regarding this action. He noted media uptake from the Times Colonist and the Globe and Mail including a CTV news interview.

**By general consent**, Executive Committee request staff to pursue in writing, that the Transport Safety Board conduct an investigation into the recent March 30, 2020 freighter collision in Plumper Sound and to write to Minister Garneau.

## 7. ADJOURNMENT

**By general consent**, at 12:02 PM, the meeting was adjourned.

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**Peter Luckham, Chair**

**Certified Correct**

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**Lori Foster, Executive Coordinator**