



Executive Committee Minutes of Meeting

Date/Time: May 28-29, 2012

Location: Islands Trust Victoria Office

Members Present: Sheila Malcolmson, Chair
David Graham, Vice Chair
Ken Hancock, Vice Chair
Peter Luckham, Vice Chair

Staff Present: Linda Adams, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Lisa Gordon, Director, Trust Area Services
Cindy Shelest, Director, Administrative Services
Marie Smith, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 11:15 am. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

Remove: 3.1.1 May 7-8, 2012 minutes
Add: 8.1 Minister Lekstrom re: Velo City Conference 2012 - Attendance Funding

By General Consent, the Executive Committee approved the agenda as amended.

3. MINUTES OF MEETING/FOLLOWUP

3.1 Minutes of Previous Meetings

No items.

3.2 Follow-up Action List

Provided for information.

4. LOCAL PLANNING SERVICES (D. Marlor)

4.1 Updates

4.1.1 Director's Update

Director of Local Planning Services David Marlor updated the Executive Committee on his follow up action list items and current activities.

4.1.2 Local Trust Committee Chairs

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

4.1.3 Local Planning Committee Update

Vice Chair David Graham provided a verbal update on the recent Local Planning Committee meeting.

4.2 Other

4.2.1 Lasqueti Island LTC Bylaw No. 88

Lasqueti Island Local Trust Committee Bylaw No. 88 is a new base bylaw that will establish and provide regulations for Lasqueti advisory planning commissions.

It was Moved and Seconded:

That the Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 88, cited as "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2012", with the following recommended corrections: LTC be replaced with LTA, *Municipal Act* be replaced with *Local Government Act*, under Section 24 of the *Islands Trust Act*.

CARRIED

4.2.2 Galiano Island LTC Bylaw No. 228 (Notice Enforcement)

This bylaw would establish the ability for bylaw enforcement officers to issue fines for minor land use bylaw violations. Disputed tickets are heard by an adjudicator and not a judge. This bylaw includes a schedule listing penalties for various offences of the land use bylaw. It also establishes discounts for completion of compliance agreements negotiated with a screening officer and early payment discounts.

It was Moved and Seconded:

That the Executive Committee approve Galiano Island LTC Bylaw No. 228, cited as "Galiano Island Local Trust Area Bylaw Enforcement Notification Bylaw, No. 228, 2011" under Section 24 of the *Islands Trust Act*.

CARRIED

The meeting recessed at 12:05 pm.

The meeting reconvened at 1:50 pm.

4.3 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for review and consideration at its June 2012 meeting:

4.3.1 Local Planning Session Outline

As presented.

4.3.2 Director of Local Planning Services Report

As presented.

4.3.3 Local Planning Committee Report

As presented.

4.3.4 Integrated Watershed and Shoreline Mapping Project – Request for Decision (RFD)

As amended.

4.3.5 Encouraging Domestic Wind Power Technology - RFD

As presented.

4.3.6 Local Planning Services Three Year Plan - Briefing

As presented.

4.3.7 Riparian Areas Regulation Implementation – Briefing

As presented.

4.3.8 Bylaw Enforcement Investigations Report

As amended.

5. EXECUTIVE/TRUST COUNCIL (L. Adams)

5.1 Updates

5.1.1 Chief Administrator Officer's Update

Chief Administrative Officer Linda Adams updated the Executive Committee on her follow up action list items and current activities.

5.2 Other

5.2.1 Strategic Plan – Council Committee and Trust Fund Board Input

5.3 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for review and consideration at its June 2012 meeting:

5.3.1 Chief Administrative Officer's Report

As presented.

5.3.2 Executive Committee Report

As presented.

5.3.3 Decision and Information Items Agenda

As presented.

5.3.4 Islands Trust Council Follow Up Action List

As presented.

5.3.5 Strategic Planning Session

As presented.

5.3.6 Current Strategic Plan Update

As presented.

5.3.7 Strategic Plan Proposed Objectives and Strategies - RFD

As amended.

5.3.8 Islands Trust Minutes Guidelines – RFD

As amended.

5.3.9 Trust Council Indemnification Bylaw No. 145 – RFD

As amended.

5.3.10 Trust Council Plan for Continuous Learning 2011-2014

As presented.

5.3.11 Priorities Chart

As presented.

5.3.12 Draft September 2012 Council Program

As presented.

5.3.13 Delegation Requests – T. Varzeliotis, M. Sketch, M. Venton

As presented. Staff will advise delegates of their limit of 10 minutes to address Council, including questions from trustees.

5.3.14 Closed Session Outline

As presented.

5.3.15 San Juan County Session Outline

As amended.

5.3.16 Draft March 2012 Council Minutes

As amended.

The meeting recessed at 4:35 pm.

The meeting reconvened at 9:15 am, Tuesday, May 29, 2012.

CLOSED SESSION

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1) (b),(c), (g) and (i) of the Community Charter to discuss matters related to awards, labour relations and other employee relations, litigation or potential litigation and solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed to the public at 9:15 am.

The meeting reopened to the public at 9:25 am.

6. TRUST AREA SERVICES (L. Gordon)

6.1 Updates

6.1.1 Director's Update

Director of Trust Area Services Lisa Gordon updated the Executive Committee on her follow up action list items and current activities.

6.1.2 Trust Programs Committee Update

Vice Chair Ken Hancock provided a verbal update on the recent Trust Programs Committee meeting.

6.1.3 Trust Fund Board Update

Vice Chair Peter Luckham provided a verbal update on the recent Trust Fund Board meeting.

6.2 Other

6.2.1 D. Anderson re Chair remarks in Oil Spill Preparedness article

Staff was directed to prepare a reply for the Chair's signature thanking him for his remarks, including a link to existing Chair Correspondence on this issue.

6.3 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for review and consideration at its June 2012 meeting:

6.3.1 First Nations Relations Session Outline

As amended.

6.3.2 Director of Trust Area Services Report

As amended.

6.3.3 Trust Programs Committee Report

As presented.

6.3.4 Trust Fund Board Report

As presented.

6.3.5 Natural Area Protection Tax Exemption Certificate Application - RFD

As presented.

6.3.6 Tanker Traffic Expansion - RFD

As amended.

6.3.7 National Marine Conservation Area - Briefing

As presented.

6.3.8 2011-2012 Annual Report - RFD

As presented.

6.3.9 Islands Trust Policy Statement Options - RFD

As amended.

6.3.10 Legislative Monitoring Chart - Briefing

As presented.

6.3.11 Draft Advocacy Policy - Briefing

As presented.

6.3.12 Community Stewardship Awards - Briefing

As presented.

7. ADMINISTRATIVE SERVICES (C. Shelest)

7.1 Updates

7.1.1 Director's Update

Director of Administrative Services Cindy Shelest updated the Executive Committee on her follow up action list items and current activities.

7.2 Other

No items.

7.3 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for review and consideration at its June 2012 meeting:

7.3.1 Director of Administrative Services Report

As presented.

7.3.2 Financial Planning Committee Report

As presented.

7.3.3 March 31/12 Audited Financial Statement and Report - RFD

As presented.

8. NEW BUSINESS

8.1 Minister Lekstrom re: Velo City Conference 2012 - Attendance Funding

Executive Committee members reviewed a letter from Minister of Transportation Blair Lekstrom offering funding to cover registration fees for local government representatives to attend the Velo City Conference in June 2012 in Vancouver. Chair Malcolmson will advise trustees about the opportunity to apply for funds as a local trustee and to work with the Grants Administrator if they are interested in attending.

9. CLOSED SESSION

Addressed earlier in the meeting.

10. NEXT MEETING AND ADJOURNMENT

The Meeting adjourned at 2:08 pm. Next meeting: June 12, 2012

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder