



## Executive Committee Meeting Minutes

**Date:** August 28, 2012      **Location:** Islands Trust Victoria Office

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

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### 1. CALL TO ORDER

The meeting was called to order at 10:04 am. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

### 2. APPROVAL OF AGENDA

#### Additions for Consideration:

8.1 Delegation Request – Peaceworks

By General Consent, the agenda was approved, as amended.

### 3. MINUTES OF MEETING/FOLLOWUP

#### 3.1 Minutes of Previous Meetings

3.1.1 August 7, 2012

Due to time constraints, this item was deferred to a future meeting.

3.1.2 August 14, 2012

Due to time constraints, this item was deferred to a future meeting.

#### 3.2 Follow-up Action List

Provided for information.

### 4. TRUST AREA SERVICES (L. Gordon)

#### 4.1 Updates

4.1.1 Director of Trust Area Services

Not provided due to time constraints.

4.1.2 Trust Fund Board – July 26 meeting

Not provided due to time constraints.

4.1.3 Trust Programs Committee – August 20 meeting

Not provided due to time constraints.

**4.2 Other**

4.2.1 2013 Island Studies Conference

Due to time constraints, this item was deferred to a future meeting.

4.2.2 D. Goldman re Texada Island Lights

Due to time constraints, this item was deferred to a future meeting.

4.2.3 Mid Island Sustainability & Stewardship Initiative re NMCA Boundary

By General Consent, the Executive Committee approved forwarding this letter to the Islands Trust Council for review at its September 2012 meeting.

4.2.4 R. Hawkins re: Enbridge Joint Panel Review Presentation

Due to time constraints, this item was deferred to a future meeting.

4.2.5 BC Shellfish Growers Assoc re: Raven Coal Mine Project

Due to time constraints, this item was deferred to a future meeting.

**4.3 Trust Council Items**

Following review and discussion, the Executive Committee approved by general consent to forward the following items to the Islands Trust Council for consideration at its September 2012 meeting:

4.3.1 Trust Area Services Director's Report

As presented.

4.3.2 Trust Programs Committee Report

As presented.

4.3.3 Trust Fund Board Report

As presented.

4.3.4 Trust Fund Board Audited 2011-12 Financial Statements

As presented.

4.3.5 Trust Fund Board 5 Year Plan – RFD

As presented.

#### 4.3.6 Advocacy Policy - RFD

Request for Decision as amended; policy as presented.

#### 4.2.7 Trust Council Position re: UBCM Resolutions – RFD

Staff was requested to forward the Request for Decision (RFD) to Bowen Island Municipal Council inviting its input on the RFD and revised draft Trust Council Positions re UBCM Resolutions list (the List). Executive Committee members will do a review of the latest draft of the List at its September 11 meeting for final consideration at the September Trust Council meeting.

#### 4.3.8 Advocacy on Derelict Vessels – Briefing

As presented.

#### 4.3.9 Advocacy on Tanker Traffic Issue – RFD

As amended.

### 5. LOCAL PLANNING SERVICES (D. Marlor)

#### 5.1 Updates

##### 5.1.1 Director of Local Planning Services

Not provided due to time constraints.

##### 5.1.2 Local Trust Committee Chair Updates

Not provided due to time constraints.

##### 5.1.3 Local Planning Committee – August 15 meeting

Not provided due to time constraints.

#### 5.2 Other

##### 5.2.1 Gambier Island LTC Bylaw No. 119

This bylaw would amend the Gambier Island Land Use Bylaw to change the zoning of the subject waters from 'Marine Park and Recreation' (P3) to the neighbouring 'Yacht Club Outstation' (YCO) zone. The proposed bylaw amends the Schedule B – Zoning Map by expanding the current boundaries of the YCO zone to include the provincial lease lot boundaries.

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 119, cited as "Gambier Island Land Use Bylaw No. 73, 2001, Amendment No. 2, 2012", under Section 24 of the *Islands Trust Act*.

Vice Chair Luckham expressed concern about public access.

**IN FAVOUR – 3**  
**OPPOSED – 1**  
(Luckham)  
**CARRIED**

### **5.3 Trust Council Items**

Following review and discussion, the Executive Committee approved by general consent to forward the following items to the Islands Trust Council for consideration at its September 2012 meeting:

5.3.1 Director of Local Planning Services Report

As presented.

5.3.2 Local Planning Committee Report

As presented.

5.3.3 Local Planning Services Three Year Plan

As amended.

5.3.4 Riparian Areas Regulation Implementation

As presented.

5.3.5 Green Shores for Homes Status Report

As amended.

5.3.6 Food Security Report

As presented.

5.3.7 Bylaw Enforcement Investigations Report

As presented.

5.3.8 Model Fee Bylaw Amendments - RFD

As amended.

5.3.9 Planning Best Practices Session Outline

As presented.

## **6. ADMINISTRATIVE SERVICES**

### **6.1 Updates**

6.1.1 Director of Administrative Services

Not provided due to time constraints.

6.1.2 Financial Planning Committee – August 22 meeting

Not provided due to time constraints.

## 6.2 Trust Council Items

Following review and discussion, the Executive Committee approved by general consent to forward the following items to the Islands Trust Council for consideration at its September 2012 meeting:

### 6.2.1 Director of Administrative Services Report

As presented.

### 6.2.2 Financial Planning Committee Report

As presented.

### 6.2.3 June 30, 2012 Quarterly Financial Statement - RFD

As presented.

### 6.2.4 2011/12 Trustee Remuneration and Expense Report

As presented.

### 6.2.5 March 31, 2012 Year End Financial Statement Allocation to Local Trust Committees

As presented.

### 6.2.6 Draft 2013/14 Budget Principles and Assumptions

As presented.

### 6.2.7 Public Accountability Principles - Briefing

As amended.

### 6.2.8 2013/14 Budget Timeline

As amended.

## 9. CLOSED SESSION

It was Moved and Seconded:

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

**CARRIED**

The meeting was closed to the public at 3:40 pm.  
The meeting reopened to the public at 4:02 pm.

## **7. EXECUTIVE/TRUST COUNCIL (L. Adams)**

### **7.1 Updates**

#### 7.1.1 Chief Administrative Officer

Deferred due to time constraints.

### **7.2 Other**

#### 7.2.1 UBCM breakfast with MLAs and EADs – potential presentation re inter-island linkages

Executive Committee members considered and agreed to a request from Southern Gulf Islands Electoral Area Director David Howe to make a brief presentation at the Islands Trust breakfast meeting with MLAs and Electoral Area Directors during the UBCM Convention.

#### 7.2.2 Draft presentations for BIM Council-Executive Committee joint meeting

Proposed agenda and Trust Area Services orientation outline were provided for information.

#### 7.2.3 St. Mary Lake Watershed Management – Options for Collaborative Watershed

Staff presented a copy of a briefing to the Salt Spring Island Local Trust Committee, providing an initial exploration of options for collaborative management of the St. Mary Lake watershed on Salt Spring Island.

### **7.3 Trust Council Items**

Following review and discussion, the Executive Committee approved by general consent to forward the following items to the Islands Trust Council for consideration at its September 2012 meeting:

#### 7.3.1 Decision and Information Items Agenda

As amended.

#### 7.3.2 Followup Action List

As amended.

#### 7.3.3 Delegation Requests: Future of Howe Sound Society, Gulf Islands Alliance, Will Husby

As presented. Staff will advise the delegates of their five minute presentation time.

#### 7.3.4 Chief Administrative Officer's Report

As presented.

#### 7.3.5 Executive Committee Report

As presented.

#### 7.3.6 Priorities Chart

As presented.

7.3.7 Proposed December 2012 Agenda Program

As presented.

7.3.8 Closed Session Outline

As presented.

7.3.9 Refresher re Standards of Conduct and Administrative Fairness Session

As presented.

7.3.10 Strategic Plan – Council Committee Input

As amended.

7.3.11 Strategic Plan RFD

As presented.

7.3.12 Strategic Planning Session – options for decision making

As amended.

7.3.13 Continuous Learning Plan

As presented.

7.3.14 Draft June 2012 Trust Council Minutes

As amended.

## **8. NEW BUSINESS**

### **8.1 Delegation Request – Peaceworks of Salt Spring et al**

By General Consent, the Islands Trust Executive Committee approved the above noted delegation to address Trust Council at its September 2012 meeting, with a five minute presentation time.

## **10. NEXT MEETING AND ADJOURNMENT**

Next Executive Committee meeting: Tuesday, September 11, 2012 on Bowen Island.

By General Consent, the meeting adjourned at 4:55 pm.

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*Sheila Malcolmson, Chair, Islands Trust Council*

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*Marie Smith, Executive Coordinator and Recorder*