



## Executive Committee Minutes of Meeting

**Date:** Tuesday, March 29, 2011

**Location:** Islands Trust Victoria Office

**Present:** Sheila Malcolmson, Chair  
Louise Bell, Vice Chair  
Peter Luckham, Vice Chair  
Gary Steeves, Vice Chair

Linda Adams, Chief Administrative Officer  
Marie Smith, Executive Coordinator  
David Marlor, Local Planning Services Director  
Craig Elder, Administrative Services Director  
Lisa Gordon, Trust Area Services Director

### Call to Order/Approval of Agenda

The meeting was called to order at 12:40 p.m. Chair Malcolmson welcomed everyone and acknowledged that the meeting was being held in traditional Coast Salish territory.

#### Additions for Consideration:

4.3.h R. Jarco, Fernhill B&B re: STVRs on Mayne Island

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

### 1. Previous Meeting/Coordination Topics

#### 1. Minutes of Previous Meetings

- a. February 22, 2011
- b. March 8, 2011

By General Consent, the Executive Committee approved the February 22, 2011 and March 8, 2011 Executive Committee Meeting Minutes as amended.

#### 2. Follow-up Action List (review during Director Updates)

Reviewed and updated.

#### 3. Resolutions Without Meeting

- a. RWM-01-11

Provided for information.

### 2. Trust Area Services (L. Gordon)

#### 1. Updates

- a. Director/Follow up Action List Review

#### 2. Other

- a. AVICC Resolutions

*It was Moved and Seconded that the Executive Committee endorse the positions Executive Committee members will take at the April 2011 Association of Vancouver Island and Coastal Communities meeting as indicated in the attached document entitled 'Executive Committee Position on Selected AVICC Resolutions (2011)' amended March 29, 2011.*

CARRIED

- b. ORV Working Group

Provided for information.

- c. Gulf Islands Alliance re Water Act Modernization

This item was deferred to the April 19 Executive Committee meeting.

- d. Petition to Auditor-General

This item was deferred to the April 19 Executive Committee meeting.

- e. NMCA discussions with new minister

This item was deferred to the April 19 Executive Committee meeting.

- f. CAN-US-PAC Oil Spill Drill 2011 – Letter to Canadian Coast Guard requesting observer status

*It was Moved and Seconded that the Executive Committee request that the Chair send a letter to the Canadian Coast Guard requesting that the Canadian Coast Guard invite Islands Trust to observe the planned June 2011 CANUSPAC oil spill exercise in Washington State.*

Staff noted that this work supports the marine advocacy strategy and that 1-2 days of staff time would be required to draft the letter and arrange travel logistics, if the invitation is extended.

CARRIED

- g. Email re: US Water Interests

This item was deferred to the April 19 Executive Committee meeting.

- h. Pender Is. Women's Institute re Comprehensive Economic and Trade Agreement

This item was deferred to the April 19 Executive Committee meeting.

- i. Gas Tax Application (re IT Policy Statement review)

This item was deferred to the April 19 Executive Committee meeting.

- j. Ipsos-Reid Survey - Update

Staff reported that the Ipsos Reid Survey results were now available and recommended releasing the results to the public through a media release, posting on the Islands Trust website and direct mailing to government officials in the Trust Area.

*It was Moved and Seconded to release the Ipsos Reid results in a timely fashion.*

CARRIED

### **3. Joint Session with Management**

#### **1. Post March 2011 Council**

- a. Roundtable
- b. Trustee Comments/Requests

Provided for information.

- c. March 2011 Council Decision Highlights

Staff was directed to distribute to trustees and post on the website.

- d. Trust Council Followup Action List

Staff will distribute to Trustees for their information.

- e. Continuous Learning Plan

Reviewed and updated.

- i. Carbon Offsets Session for June Council

Following discussion, staff will bring back a proposed session outline to the April 19 Executive Committee meeting.

- f. Draft June 2011 Program

Staff will bring back a revised version for review at the April 19 meeting.

- g. June Presentation/Delegation Requests
  - i. Denman Is. Marine Stewardship Committee
  - ii. CRD Director Hendren re: Mail In Ballots
  - iii. A. Varzeliotis

Decision on requested presentations and delegations was deferred to the April 19 meeting.

- h. Town Hall Meeting Guidelines

Executive Committee members and senior staff discussed ways on how to effectively run town hall sessions at local trust committee meetings and at the Trust Council level and whether there should be formal guidelines in place. Staff presented the results of an informal poll taken with other local governments on what specific process and formats they may have in place for town hall meetings.

It was suggested that a form of 'decorum principles' could be developed for reference.

#### **4. Local Planning Services (D. Marlor)**

##### **1. Updates**

- a. LPS Director/Follow up Action List Review
- b. LTC Chairs

##### **3. Other**

- a. Bylaw Approvals Tracking Chart

Provided for information.

- b. Walter Kamlade re Hornby Short Term Rentals

Staff was directed to prepare a reply for the Chair's signature, referring this matter to the Hornby Island Local Trust Committee.

- c. Jan Steen re Hornby Short Term Rentals

Staff was directed to prepare a reply for the Chair's signature, referring this matter to the Hornby Island Local Trust Committee.

- d. Olaf Knezevic re Ruxton Is. Zoning Bylaw No. 13

Staff was directed to prepare a reply for the Chair's signature, referring this matter to the Thetis Island Local Trust Committee.

- e. Gulf Islands Alliance re protection of Valdez Island

Provided for information.

- f. Voluntary Stewardship vs. Regulation

This item was deferred to the April 19 Executive Committee meeting.

- g. Carol and Tony Quin re Hornby Rez. Application Process

Staff was directed to prepare a reply for the Chair's signature, referring this matter to the Hornby Island Local Trust Committee.

- h. R. Jarco, Fernhill B&B re: STVRs on Mayne Island

Staff was directed to prepare a reply for the Chair's signature to R. Jarco regarding his concern with the lack of bylaw enforcement of short term vacation rentals on Mayne Island.

### **Closed Session**

*That the meeting be closed to the public pursuant to s. 90(1) (i) of the Community Charter to discuss matters related to solicitor-client privilege and that staff attend the meeting.*

CARRIED

The meeting closed to the public at 3:20 p.m.  
The meeting reopened to the public at 3:25 p.m.

### **5. Administrative Services (C. Elder)**

- 1. **Director's Update/Follow Up Action List Review**
- 2. **Other**

- a. Roger Sweeny and Bruce Bingham re Trustee Remuneration increase

This item was deferred to the April 19 Executive Committee meeting.

### **6. Executive (L. Adams)**

- 1. **CAO's Update/Follow Up Action List Review**
- 2. **Other**

- a. Executive Committee Work Program

This item was deferred to the April 19 Executive Committee meeting.

The meeting adjourned at 3:50 p.m. Next meeting: April 19, 2011

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Sheila Malcolmson, Chair

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Marie Smith, Deputy Secretary and Recorder