



Executive Committee Minutes of Meeting

Date: Tuesday, July 23, 2013

Location: Islands Trust Victoria Office

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

Staff Present: Linda Adams, Chief Administrative Officer
Cindy Shelest, Administrative Services Director
David Marlor, Local Planning Services Director
Clare Frater, Policy Analyst
Laura Stringer, Communications Specialist
Jas Chonk, Recorder

1. CALL TO ORDER

The meeting was called to order at 10:05 am. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

- 7. Executive Committee Projects
 - 7.1.2 Policy Amendments re Bylaw 154
- 8. New Business
 - 8.1.7 D. Hooper re Private Docks at Cape Roger Curtis, Bowen Island

2.2 Approval of Agenda

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

3. ADOPTION OF MINUTES

3.1 June 25, 2013

By General Consent, the June 25, 2013 Minutes of Meeting were approved, as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Follow-up Action List

Received as information.

4.2 Directors' Updates

Directors and Chief Administrative Officer provided updates to the Executive Committee on their follow up action list items and current activities.

4.3 Local Trust Committee Chair Updates

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

5. TRUST COUNCIL MEETING PREPARATION

5.1 Trust Area Services

5.1.1 Draft Advocacy Policy Session Outline

The Executive Committee reviewed and revised the draft advocacy policy session outline. Staff was directed to bring back the revised outline to next Executive Committee meeting.

5.2 Executive/Trust Council

5.2.1 September Trust Council 2013 Agenda Program

The Executive Committee reviewed the September Trust Council Agenda Program. No changes were requested.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.2 Bowen Municipal Bylaws 335 and 336

Bylaw 335 is a Land Use Bylaw Amendment to revise the Water Use Zones and to add definitions to the Bowen Island Municipality Land Use Bylaw No. 57, 2002.

The Bowen Island Municipality is also proposing to amend the Bowen Island Building Bylaw No. 65, 2002 to require the submission of a building permit for a Private Moorage Facility, a Group Moorage Facility and docks. The building bylaw amendment would also require the building permit application to include plans by a registered professional for all improvements associated with the group moorage facility or the private moorage facility.

Resolution EC 200-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipality that it has no objections to Bylaw 335, cited as "Bowen Island Municipality Land Use Bylaw No.57, 2002, Amendment Bylaw No. 335, 2013".

CARRIED

Resolution EC 201-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipality that it has no objections to Bylaw 336, cited as "Bowen Island Building Bylaw No. 65, 2002, Amendment Bylaw No. 336, 2013".

CARRIED

Director of Local Planning Services David Marlor reported that Islands Trust planning staff discussed options for how docks could be regulated with Bowen Island Municipality staff.

6.2 Bowen Municipal Bylaws 343 and 344

The Municipality has given First Reading to the OCP Amendment Bylaw 343 and Land Use Bylaw Amendment 344 and in accordance with the Bowen Island Municipality's Letters Patent, has referred the proposed bylaws to the Islands Trust Executive Committee for comment prior to a Public Hearing.

Resolution EC 202-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipal Council that, based on the information provided to date, Bowen Island Municipality Bylaw 343 is not contrary to or at variance with the Islands Trust Policy Statement and that, when the Executive Committee considers approval of the bylaw, it will consider whether the Bowen Island Municipality has resolved issues identified in the Bowen staff report in a manner which is consistent with the Islands Trust Policy Statement.

CARRIED

Resolution EC 203-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipal Council that, based on the information provided to date, Bowen Island Municipality Bylaw 344 is not contrary to or at variance with the Islands Trust Policy Statement provided Bowen Island Municipality resolves issues identified in the Bowen Island staff report in a manner which is consistent with the Islands Trust Policy Statement.

CARRIED

6.3 Salt Spring Island LTC Bylaw 464 (LUB amendment)

Proposed Bylaw 464 would add a new Commercial 2 zone variation (b) – C2(b) – to the Salt Spring Island Land Use Bylaw No. 355. This new zone would permit dwelling units as an additional principal use and restrict the lot coverage of buildings and structures to 33%. Proposed Bylaw 464 would rezone 151 Rainbow Road to C2(b).

Resolution EC 204-2013

It was Moved and Seconded:

That the Executive Committee approve Proposed Salt Spring Island Bylaw 464, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2013", under section 24 of the Islands Trust Act.

CARRIED

6.4 Mayne Island LTC Bylaw 158 (LUB amendment)

Proposed Bylaw 158 would amend the subdivision servicing regulations in the Mayne Island Land Use Bylaw in order to relieve landowners applying for boundary adjustment subdivisions of the requirement to provide proof of potable water under certain circumstances. The intent of the bylaw is to reduce unnecessary requirements where landowners have an established water supply and are solely adjusting lot lines.

Resolution EC 205-2013

It was Moved and Seconded:

That the Executive Committee approve Proposed Mayne Island Bylaw No. 158 cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2013" under Section 24 of the Islands Trust Act.

CARRIED

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Smart Meter Opt-Out letter to Minister

The Executive Committee agreed not to send the letter to BC Energy Minister. Staff were asked to add this item to September Trust Council agenda for verbal update because the Energy Minister has now announced a smart meter opt-out as Trust Council had requested.

7.1.2 Policy Amendments re Trust Council Bylaw 154

Linda Adams asked if Executive Committee would like Council Committees input on the policy amendments that relate to that Committee. Executive Committee directed staff to refer amendments directly to Council Committees, without Executive Committee seeing drafts first.

7.2 Executive Committee Initiated

7.2.1 Video Project Terms of Reference and Procurement Process

This project, which will complete a grant-funded project of the Executive Committee that started in the fall of 2010, supports the policies of the Islands Trust Policy Statement on growth, conservation, protection of community character and public participation. The video will be valuable in celebrating the Islands Trust by communicating its history and relevance.

Resolution EC 206-2013

It was Moved and Seconded:

That the Executive Committee direct staff to proceed with revising the Islands Trust Video Project Terms of Reference to include key messages such as "special place, special government, people and place; trying to find balance".

CARRIED

Staff was directed to work with Executive Committee members Peter Luckham and Ken Hancock to revise the Video Project Terms of Reference and to bring to a future Executive Committee meeting for review.

7.2.2 PRRD Chair Palmer to Coastal RD Chairs re BC Ferries

Chair Sheila Malcolmson to reply directly to Powell River Regional District and for her to continue participating in the Coastal Regional District Chair meetings.

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 UBCM Convention – Meeting with Minister re Derelict Vessels

Resolution EC 207-2013

It was Moved and Seconded:

That the Executive Committee direct staff to arrange a meeting with Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations at Union of British Columbia Municipalities in regards to derelict vessels.

CARRIED

Staff asked Executive Committee regards to meeting participants. Chair Sheila Malcolmson to send a letter to Association of Vancouver Island and Coastal Communities (AVICC) members indicating about the meeting and asking who would like to be part of it.

8.1.2 UBCM Convention – Request for Topics: Electoral Area Directors Forum

The Executive Committee discussed the topics that might be reviewed at the forum. Executive Committee directed staff to send in the proposed topic “community economic development” for the Electoral Area Directors Forum.

8.1.3 Consider advocacy re provincial recycling funding model

Received as information.

8.1.4 Association of Denman Island Stewards re DFO geoduck management framework proposal

Chair Sheila Malcolmson to reply directly to Association of Denman Island Marine Stewards.

8.1.5 Derelict vessels and vehicles on road allowance

Vice Chair Peter Luckham updated Executive Committee on derelict vessels and vehicles on road allowance and to bring back this item to Executive Committee at a later date.

8.1.6 MP Morin re Support for Motion M441 – Review of Vessel Operation Restriction Regulations

Received as information.

8.1.7 Doug Hooper letter re Private Docks at Cape Roger Curtis, Bowen Island

The Executive Committee asked staff to bring this item back to August 20 meeting with advice from staff.

8.2 Local Planning Services

8.2.1 Bruce Pendergast re North Pender Bylaw Enforcement

Received as information.

8.2.2 Strategic Plan on LTC Agendas

Resolution EC 208-2013

It was Moved and Seconded:

That the Executive Committee suggest that Local Planning Services staff include advice to Local Trust Committees on Strategic Plan goals in Local Trust Committee work program reports and staff reports.

CARRIED

8.3 Executive/Trust Council

8.3.1 UBCM Convention – MLA/Electoral Area Director Breakfast

The Executive Committee discussed having the MLA/Electoral Area Director breakfast. The main focus of the session is to include discussion of purpose of Economic Development session in December and Trust Area boundary issues.

8.3.2 Potential Videotaping of Trust Council Meetings

The Executive Committee agreed that this item required no further action.

8.3.3 State of the Island Economic Summit Oct 29-30, Nanaimo

The Executive Committee agreed that Chair Sheila Malcolmson should attend the conference.

8.3.4 October 29 Executive Committee Meeting date change request

This item was deferred to next meeting.

9. CLOSED MEETING

Resolution EC 209-2013

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1) (c) and (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 3:15 pm and reopened to the public at 3:50 pm.

10. RISE AND REPORT DECISION FROM CLOSED MEETING (if applicable)

Chair Malcolmson reported on the following:

Public release of legal opinions

That the Executive Committee had approved the public release of three legal opinions prepared by W. Buholzer of Young Anderson, regarding conflict of interest as it applies to members of an advisory planning commission, and dated November 16, 2012; May 17, 2013; and May 24, 2013.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Sara Steil re Pleasure Craft Sewage

Received as information.

12. WORK PROGRAM

12.1 Review and amendment of current work program

The Consolidated Work Program was reviewed and discussed, and the following changes were recommended:

Long List

Under Legislative Services, Procedures, and Administrative Fairness

- Remove No. 3 (LS-10-02)
- Remove No. 4 (LS-09-01)

13. ADJOURNMENT

The meeting adjourned at 3:55 pm. Next meeting: August 20, 2013.

Sheila Malcolmson, Chair, Islands Trust Council

Jas Chonk, Recorder