



Executive Committee Electronic Meeting Minutes

Date: Tuesday, August 27, 2013 **Location:** Islands Trust Victoria Office

Trustees Present: Sheila Malcolmson, Chair (by telephone)
David Graham, Vice Chair (by telephone)
Peter Luckham, Vice Chair (by telephone)
Ken Hancock, Vice Chair (by telephone)

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

1. CALL TO ORDER

The meeting was called to order at 9:05 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

- 5. Trust Council Meeting Preparation
 - 5.1.1 Advocacy Session – Draft Presentation Slides
 - 5.3.14 Briefing re Statement of Disclosure of Contract
 - 5.3.15 Small Group Discussion Session Outline

8. New Business

- 8.1.4 Regional District of Nanaimo - UBCM meeting request re Seaweed Harvesting

2.2 Approval of Agenda

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

3. ADOPTION OF MINUTES

3.1 August 20, 2013

By General Consent, the August 20, 2013 Minutes of Meeting were adopted, as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Follow-up Action List

Received as information.

4.2 Directors' and CAO Updates

Due to time constraints, updates were deferred to the next meeting.

4.3 Local Trust Committee Chair Updates

Due to time constraints, updates were deferred to the next meeting.

5. TRUST COUNCIL MEETING PREPARATION

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its September 2013 meeting:

5.1 Trust Area Services

5.1.1 Advocacy Policy/Program Session Outline

As presented.

5.1.2 Trust Council Position re UBCM Resolutions RFD

As amended.

5.2 Local Planning Services

5.2.1 Director of Local Planning Services Report

As presented.

5.2.2 Bylaw Enforcement Report

As amended.

5.3 Executive

5.3.1 Decision and Information Items Agenda

As amended.

5.3.2 Trust Council Followup Action List

As amended.

5.3.3 Closed Meeting Session Outline

As presented.

5.3.4 CAO Report

As presented.

5.3.5 Executive Committee Report

As presented.

5.3.6 Continuous Learning Plan

As amended.

5.3.7 Priorities Chart

As presented.

5.3.8 RFD (Trustee Grams) re policies for Appointment of CAO

Staff was requested to add an alternate recommendation to the Request for Decision.

Resolution EC 223-2013

It was Moved and Seconded:

To forward the Request for Decision to Trust Council as amended.

**1 OPPOSED
CARRIED**

5.3.9 December 2013 Trust Council Draft Agenda Program

As amended.

5.3.10 June 2013 Trust Council Draft Minutes

As amended.

5.3.11 Trust Council Bylaw 154 - Policy Amendments RFD

As presented.

5.3.12 Strategic Plan Update RFD

As presented.

5.3.13 Oil Spill Session Outline

As presented.

5.3.14 Statement of Disclosure

As presented.

5.3.15 Small Group Discussion Session Outline

As presented.

5.4 Administrative Services

5.4.1 Director of Administrative Services Report

As presented.

5.4.2 Financial Planning Committee Report

As presented.

5.4.3 June 30, 2013 Quarterly Financial Statement – RFD

As presented.

5.4.4 March 31, 2013 Year End Financial Statements Allocated to Local Trust Committees

As presented.

5.4.5 Purchasing Policy RFD

As presented.

5.4.6 Model Fees Bylaw RFD

As presented.

5.4.7 Draft 2013/14 Budget Principles and Assumptions Briefing

As presented.

5.4.8 2013-14 Budget Timeline RFD

As presented.

6. BYLAWS FOR APPROVAL CONSIDERATION

No items.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

No items.

7.2 Executive Committee Initiated

No items.

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 Sierra Club Invite to address Salt Spring Island town hall re increased tanker traffic

Chair Malcolmson will relay the invitation to the Salt Spring Island local trustees and offer assistance in preparing a presentation and will also reply directly to the Sierra Club thanking them for the invitation.

8.1.2 Invasive Species Session at December Council meeting

Staff presented a proposal from the Islands Trust Fund to hold a Trust Council session about invasive species during the December meeting.

By General Consent, the Executive Committee endorsed holding an Invasive Species Session as part of the December 2013 Trust Council program.

8.1.3 Attendees to Derelict Vessel Meeting with Minister

Staff presented the proposed participants list of local government representatives for the meeting about derelict vessels with the Minister during the UBCM Convention.

8.1.4 Regional District of Nanaimo - UBCM meeting request re Seaweed Harvesting

A request from the Regional District of Nanaimo for a meeting with Agriculture Minister Pat Pimm regarding seaweed harvesting was provided for information. Islands Trust has been invited to participate in the meeting, should one be granted.

8.2 Local Planning Services

8.2.1 Application Sponsorship Request – Pender Elder Village Project

Resolution EC 224-2013

It was Moved and Seconded:

That the Executive Committee financially sponsor the application fee for a rezoning (LUB and OCP amendments) to allow for a non-profit housing project on North Pender Island.

CARRIED

8.3 Executive/Trust Council

8.3.1 News Release re Modernization of Local Government Elections

Provided for information.

The meeting recessed and reconvened at 12:45 pm.

9. CLOSED MEETING

Resolution EC 225-2013

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1) (f), (g), (i) and 90 (2) (b) of the Community Charter to discuss matters related to bylaw enforcement, litigation or potential litigation, solicitor client privilege and the consideration of information received and held in confidence relating to negotiations between the Islands Trust and the provincial government, and that staff attend the meeting.

CARRIED

The meeting closed to the public at 12:46 pm and reopened to the public at 2:05 pm.

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

There were no items to report from the Closed meeting.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Reply from Chief Gold Commissioner re: *Mineral Tenure Act*

The letter will be posted on the website.

12. WORK PROGRAM

12.1 Review and amendment of current work program

By General Consent, the Executive Committee approved the Executive Committee Consolidated Work Program, as presented.

13. ADJOURNMENT

Resolution EC 226-2013

It was Moved and Seconded:

That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:20 pm.

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder