



Executive Committee Minutes of Meeting

Date: Tuesday, March 18, 2014

Location: Islands Trust Victoria Office

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

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

1. CALL TO ORDER

The meeting was called to order at 10:50 am. Chair 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

8.3.2 Chair Response to Bowen Municipal Council re January 13 meeting followup

2.2 Approval of Agenda

2.2.1 Agenda Context Notes

By General Consent, the agenda was approved as amended.

3. ADOPTION OF MINUTES

3.1 March 4, 2014

By General Consent, the minutes of the March 4, 2014 Executive Committee meetings were adopted as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Followup Action List

Received as information.

4.2 Directors' and Chief Administrative Officer Updates

Directors 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

No items.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Mayne Island LTC Bylaw 159 (OCP amendment)

This bylaw will amend the Mayne Island Official Community Plan in order to establish policy that would permit secondary suites within the Mayne Island Local Trust Area.

The Executive Committee discussed the Directives Policy Checklist, in particular directive policies 4.4.2, 5.2.5, and 5.3.7. The staff report provided to the Executive Committee did not indicate how the local trust committee addressed these policies.

EC-2014-045

It was MOVED and SECONDED,

That in accordance with Section 22(1)(b)(ii) of the *Islands Trust Act* and Islands Trust Council Policy 2.1.vii, the Executive Committee return Mayne Island Local Trust Committee Bylaw No. 159 to the Mayne Island Local Trust Committee with a request to provide the Executive Committee with an explanation of how it achieved compliance with Policy Statement policies 4.4.2, 5.2.5 and 5.3.7.

In favour – 2
Opposed – 2
DEFEATED

EC-2014-046

It was MOVED and SECONDED,

That the Islands Trust Executive Committee approve Proposed Bylaw 159 cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2013” under Section 24 of the *Islands Trust Act*.

In favour – 3
Opposed – 1
(Malcolmson)
CARRIED

The Chair of the local trust committee will relay the shortfalls noted to the local trust committee.

Chair Malcolmson requested that the minutes show that she is in support of Bylaw 159 and the concept but wanted documentation to support the policies.

6.2 Mayne Island LTC Bylaw 160 (LUB amendment)

Mayne Island Local Trust Committee Bylaw 160 amends the Mayne Island Land Use Bylaw to allow secondary suites, having a floor area of 60 square metres or less to be permitted in the Settlement Residential, Rural, Upland and Agricultural zones. All residences containing suites must have a water catchment and storage system capable of storing up to 13600 litres of water.

EC-2014-047

It was MOVED and SECONDED,

That the Islands Trust Executive Committee approve Proposed Bylaw 160 cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2013” under Section 24 of the Islands Trust Act.

In favour – 3
Opposed – 1
(Malcolmson)
CARRIED

Chair Malcolmson requested that the minutes show that she is in support of Bylaw 160 and concept but wanted documentation to support the policies.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Select Committee on CAO Appointments Trust Council Briefing

Staff presented a briefing to support an initial discussion about direction and scope for the Executive Committee to consider, as requested by Trust Council at its March meeting following the disbandment of the Select Committee on Future CAO Appointments. Council has requested the Executive Committee “to prepare draft amendments to Policy 2.4.i and if required Trust Council Bylaw 3, to require Trust Council consultation in advance of a Chief Administrative Officer recruitment and selection process and develop Terms of Reference to specify the format for the consultation.

EC-2014-048

It was MOVED and SECONDED,

That the Executive Committee request staff to develop policy amendments to have the Select Committee on Future Chief Administrative Officer Recruitment and Selection be comprised of the four members of the Executive Committee and the three Council Committee Chairs.

CARRIED

EC-2014-049

It was MOVED and SECONDED,

That the Executive Committee direct staff to amend Trust Council Policy 2.4.v policy to require the ‘Recruitment Committee’ to consult Council early in the Chief Administrative Officer recruitment and selection process.

CARRIED

EC-2014-050

It was MOVED and SECONDED,

That the Executive Committee request staff to bring back amendments to policy 2.4.i that the Selection Recruitment and selection body is empowered to make an appointment offer at the end of the recruitment and selection process, after early consultation with Trust Council.

CARRIED

EC-2014-051

It was MOVED and SECONDED,

That the Executive Committee request staff to report back on the feasibility of Trust Council consent or consultation before the end of the Chief Administrative Officer probationary process in light of relevant Public Service Agency Policy.

CARRIED

The meeting recessed at 12:25 pm and reconvened at 12:55 pm.

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 2013-2014 Annual Report Outline

Executive Committee suggested a number of additional changes to the outline including adding a Climate Change section.

EC-2014-052

It was MOVED and SECONDED,

That the Executive Committee approve the revised outline of contents for the 2013-2014 Annual report, as amended March 18, 2014.

CARRIED

8.1.2 Tanker Safety Expert Panel Consultation

EC-2014-053

It was MOVED and SECONDED,

That the Executive Committee direct the Chair to write to the Transport Canada Tanker Safety Expert Panel to convey concerns about Canada's preparedness and response system for accidental releases of ship-source hazardous and noxious substances.

CARRIED

8.1.3 Advice re timing and content of an National Marine Conservation Area support letter

Executive Committee members requested this item be brought back in August to see if there is any relevant action to warrant a status report to Council in September.

8.1.4 From TC FUAL – Shellfish Aquaculture as a highest priority advocacy topic

Executive Committee confirmed Shellfish Aquaculture as a top advocacy priority and will update the Executive Committee Work Program accordingly.

8.1.4 Consultation re Integrated Geoduck Management Framework

Staff is seeking Executive Committee direction for the scope of any response to this consultation document. Consultation comments are due by April 19, 2014. Staff and Executive Committee members discussed how this issue fits as an advocacy topic of Trust Council.

EC-2014-054

It was MOVED and SECONDED,

That the Executive Committee request staff to draft a submission on the Geoduck Management Framework:

- Confirming the Islands Trust's understanding that local zoning applies;
- Conveying cumulative impact concerns and past local trust committee concerns about aquaculture practices;
- Describing Islands Trust Policy Statement guidance on aquaculture; and
- Conveying sensitivity of the Islands Trust Area, including mapping which quantifies ecosystem values

And ask that staff share an early draft with K'ómoks First Nations.

CARRIED

Staff will present a draft to the Executive Committee for consideration at its April 15 meeting.

8.2 Local Planning Services

No items.

8.3 Executive/Trust Council

8.3.1 Appointment of Deputy Secretary for the Salt Spring Office

EC-2014-055

It was MOVED and SECONDED,

That the Executive Committee appoint Claire Olivier to the office of Deputy Secretary for the Salt Spring Office, effective immediately.

CARRIED

8.3.2 Centre for Civic Governance Forum, April 4/5

It was noted that Chair Malcolmson, Vice Chair Hancock and Vice Chair Luckham will be attending this forum.

8.4 Post Council Joint Session

8.4.1 Roundtable

8.4.2 Trustee Comments/Feedback

Provided for information.

8.4.3 Trust Council Followup Action List

Provided for information. Staff will forward to trustees.

8.4.4 March Council Decision Highlights

Staff will provide to trustees and post to the website.

8.4.5 Continuous Learning Plan

Reviewed and discussed.

8.4.6 Draft June 2014 Trust Council Program

Staff to bring back details about the Department of Fisheries and Oceans and the Canadian Douglas Fir Conservation Partnership sessions proposed for the June Council meeting.

9. CLOSED MEETING

EC-2014-056

It was MOVED and SECONDED,

That the meeting be closed to the public pursuant to s. 90(1) (c) of the Community Charter related to labour relations and other employee relations and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:45 pm.
The meeting reopened to the public at 3:10 pm

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

No items.

11. CORRESPONDENCE (for information unless raised for action)

- 11.1 Association for Denman Island Marine Stewards (ADIMS)
re DFO Integrated Geoduck Management Plan

Staff will draft reply for the Chair's signature.

- 11.2 ADIMS re Standing Senate Committee on Fisheries and Oceans

Staff advised that Islands Trust Council has not been invited to participate. Staff will provide information to the Chair to let trustees know about participating as an observer.

Staff will draft reply for the Chair's signature.

- 11.3 ADMIS re reply to CAO Adams re Geoduck Management Plan

Provided for information.

12 WORK PROGRAM

- 12.1 Review and amendment of current work program

Executive Committee members reviewed amendments to its current work program, as proposed by staff.

The Executive Committee further amended the work program by:

- Adding TC Briefing re Thorn delegation concerns as Priority No. 4 under the Exec Long List;
- Changing New MLA, Minister & Critic orientation to Complete under TAS Long List; and
- Reordering TAS Top Priorities as Advocacy Strategy #1, Shellfish Aquaculture #2, Oil Spill Advocacy #3

EC-2014-057

It was MOVED and SECONDED,

That the Executive Committee adopt the Executive Committee Work Program, as amended March 18, 2014.

CARRIED

13. NEXT MEETING

Tuesday, April 15, 2014 in the Islands Trust Victoria office.

14. ADJOURNMENT

EC-2014-058

It was MOVED and SECONDED,

To adjourn the meeting.

CARRIED

The meeting adjourned at 4:58 pm.

Sheila Malcolmson, Chair

Marie Smith, Recorder