



Executive Committee Minutes of Meeting

Date/Time: Tuesday, May 31, 2011 **Location:** Islands Trust Victoria Office

Present:

Sheila Malcolmson, Chair	Linda Adams, Chief Administrative Officer
Louise Bell, Vice Chair	Marie Smith, Executive Coordinator
Peter Luckham, Vice Chair	David Marlor, Local Planning Services Director (by phone)
Gary Steeves, Vice Chair	Craig Elder, Administrative Services Director
	Lisa Gordon, Trust Area Services Director

Call to Order/Approval of Agenda

The meeting was called to order at 11:05 a.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Additions for Consideration:

- 2.2.e Artificial Reef – Guidance on Advocacy
- 5.2.d Julia Lucich – Transparency and Accountability Governance
- 5.2.e Misty MacDuffee, Gulf Islands Alliance re: Oath of Office
- 5.2.f Norbert Schlenker re TAG
- 5.3.g Denman Is. Marine Stewardship Committee – Session outline
- 5.3.h A.N.T. Varzeliotis delegation
- 5.3.i Trust Council Followup Action List
- 5.3.j 2011 Calendar: June – September

By General Consent, the agenda was approved as amended.

1. Previous Meeting/Coordination Topics

1. Minutes of Previous Meetings

- a. May 24, 2011

By General Consent, the Minutes of the May 24, 2011 Executive Committee meeting were adopted as amended.

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

Provided for information.

3. Local Planning Services (D. Marlor)

1. Updates

- a. LPS Director/Follow up Action List Review

2. Trust Council Items

By General Consent, the Executive Committee approved the following items for review and consideration by the Islands Trust Council at its June 2011 meeting:

- a. Planning Session Outline

As presented.

- b. OCP/LUB Schedule

As amended.

3. Other

- a. Hornby Rezoning Sponsorship - RFD

It was Moved and Seconded that the Executive Committee financially sponsor, up to the amount of \$4950, the Islanders' Secure Land Acquisition bylaw amendment proposing to establish an affordable housing development on Hornby Island.

This sponsorship request comes from Islanders' Secure Land Acquisition (ISLA) on Hornby Island. ISLA is a registered non-profit society. ISLA is applying to rezone 18.5 acres of donated land in order to provide affordable housing. This is the first sponsorship request under amended Islands Trust Policy 4.1.xiii. Previously, Local Trust Committees would consider sponsorship of applications with fees paid from their local expense account. Now, the Executive Committee considers sponsorship requests and can cover application fees through a separate budget.

On the motion

CARRIED
UNANIMOUSLY

Staff was directed to send a letter to advise the applicant of the Executive Committee's decision with policy wording on what fees would be covered by this sponsorship, and that other expenses may be the responsibility of ISLA.

5. Executive (L. Adams)

1. CAO's Update/Follow Up Action List Review

2. Other

- a. June 9 CRD/Islands Trust meeting

This meeting has been deferred to a later date in July; discussion was also deferred until that time.

- b. Potential Legislative Change Request – Delegation of LTC Powers to Issue Development Permits – Briefing

Staff recommended preparing speaking notes regarding potential legislative and regulatory changes for the Chair to use at an upcoming meeting between the Executive Committee and Minister Chong.

- c. Administrative Fairness Complaint – S. Cunningham et al

It was Moved and Seconded that the Executive Committee refer this administrative fairness complaint to the SSILTC (Spring Island Local Trust Committee) for an indication of whether the SSILTC wishes to respond to the complaint directly or would prefer the Executive Committee to review and respond to the complaint.

CARRIED
UNANIMOUSLY

The meeting recessed at 12:15 p.m.

The meeting reconvened at 2:05 p.m. (extended break was for FPC meeting)

- d. Julia Lucich – Transparency and Accountability Governance

It was Moved and Seconded that the Executive Committee direct the Chair to respond to the May 26 letter from Julia Lucich asking if the letter was intended as a administrative fairness complaint.

CARRIED
UNANIMOUSLY

- e. Misty MacDuffee, GIA re: Oath of Office

Staff will work with Chair Malcolmson to send the Gulf Islands Alliance the Oath of Office Briefing presented to Council at its March 2011 meeting for its information.

- f. Norbert Schlenker re TAG

It was Moved and Seconded that the Executive Committee direct staff to draft a brief acknowledgement for the Chair's signature.

CARRIED
UNANIMOUSLY

3. Trust Council Items

By General Consent, the Executive Committee approved the following items for review and consideration by the Islands Trust Council at its June 2011 meeting:

- a. Delegation Request – Gulf Islanders for Safe Technology

Staff was directed to respond to the delegate that his request has been accepted, to advise him that this issue may be outside of Islands Trust's authority and to provide him the option to submit his request as correspondence as an alternative to traveling to the Council meeting to present in person.

- b. Closed Session Outline

As amended.

- c. Priorities Chart

As presented.

- d. Strategic Plan Briefing

As presented.

- e. Draft September 2011 Council Program

As amended.

- f. March 2011 Trust Council Minutes

As amended.

- g. Denman Island Marine Stewardship Committee - Session Outline

As amended.

- h. A.N.T. Varzeliotis delegation

Staff will advise the delegate that his written submission will be included in the Trust Council agenda package.

- i. Trust Council Followup Action List

As presented.

- j. Calendar – June to September 2011

As presented.

Closed Session

It was Moved and Seconded that the meeting be closed to the public pursuant to s. 90(1)(b and (i) of the Community Charter to discuss matters related to awards and solicitor-client privilege and that staff attend the meeting.

CARRIED
UNANIMOUSLY

The meeting was closed to the public at 3:04 p.m.
The meeting reopened to the public at 3:11 p.m.

2. Trust Area Services (L. Gordon)

1. Updates

- a. Director/Follow up Action List Review

2. Other

- a. Letter of Comment to National Energy Board

It was Moved and Seconded that the Executive Committee direct the Chair to write a letter of comment to the National Energy Board about Trans Mountain Pipeline's November 29, 2010 application for Firm Service to the Westridge Marine Terminal, seeking meaningful public consultation and a thorough risk assessment about the quantities of oil intended for shipment through the Salish Sea.

The Trust Area Services Director will update Council on this issue at its September meeting as part of her Director's report.

CARRIED
UNANIMOUSLY

- b. Letter re: Heavy Oil Spill Response Preparedness – RFD

It was Moved and Seconded that the Executive Committee direct the Chair to write to the Minister of Transport, Infrastructure and Communities to request information about oil spill response preparedness in the Islands Trust Area.

CARRIED
UNANIMOUSLY

- c. Letter to MOT re: Geographic Response Plans – RFD

It was Moved and Seconded that the Executive Committee direct the Chair to write to the Minister of Transport, Infrastructure and Communities to request that Transport Canada develop Geographic Response Plans for the Islands Trust Area.

This letter can bring renewed attention to the Regional Advisory Council on Oil Spills for the Pacific Region's request to the federal government while drawing attention to the oil spill risks faced by the sensitive Islands Trust Area.

CARRIED
UNANIMOUSLY

- d. BC response to UBCM 2010 Resolutions re: NMCA and Derelict Vessels – Next steps

Staff was requested to forward this item as a briefing to the Islands Trust Council for review at its June 2011 meeting.

- e. Artificial Reef – Guidance on Advocacy

It was Moved and Seconded that the Executive Committee direct the Chair to write to the BC Minister of the Environment to oppose the sinking of the former HMCS Annapolis based on the following concerns: environmental risks, possible zoning violation, Policy Statement policy re artificial reefs and lack of public consultation.

3 – IN FAVOUR
1 – OPPOSED (LUCKHAM)
CARRIED

3. Trust Council Items

By General Consent, the Executive Committee approved the following items for review and consideration by the Islands Trust Council at its June 2011 meeting:

- a. NAPTEP Certificate, HO-NAP-2011.1, Hornby Isl. – RFD

As presented.

- b. NAPTEP Certificate, HO-NAP-2011.2, Hornby Isl. – RFD

As presented.

- c. NAPTEP Certificate, NP-NAP-2011.2, Pender Isl. – RFD

As presented.

- d. 2011 Community Stewardship Awards – Nominees and Profiles

As presented.

- e. Economic Dependencies Report – Briefing

As amended, without communications cover.

- f. Letter to Minister re: Ferry Fares – RFD

As amended, without position paper.

- g. RFD re: Raven Coal AIR Sessions

As presented.

4. Administrative Services (C. Elder)

1. Director's Update/Follow Up Action List Review

2. Trust Council Items

By General Consent, the Executive Committee approved the following items for review and consideration by the Islands Trust Council at its June 2011 meeting:

- a. Financial Planning Committee Report

As amended.

- b. Director of Admin Services Report

As presented.

- c. March 31, 2011 Audited Financial Statement - RFD

As amended.

- d. Trustee Remuneration Policy – RFD

As amended.

The Meeting adjourned at 4:35 p.m. Next meeting: Tuesday, June 14, 2011 on Denman Island.

Sheila Malcolmson, Chair

Marie Smith, Executive Coordinator & Recorder