



Executive Committee Minutes of Regular Meeting

Date: Wednesday, February 4, 2015

Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present Peter Luckham, Chair
Laura Busheikin, Vice Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair

Staff Present Linda Adams, Chief Administrative Officer
David Marlor, Director Local Planning Services
Cindy Shelest, Director, Administrative Services
Lisa Gordon, Director, Trust Area Services
Jas Chonk, Recorder and Deputy Secretary

1. CALL TO ORDER

The meeting was called to order at 10:12 am. Chair Luckham 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

12.7 Ferries Update – Colin Palmer (Powell River Regional District)

2.2. Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1. Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1. January 14, 2015

By General Consent, the Minutes of the January 14, 2015 Executive Committee Meeting were adopted as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1. Followup Action List

Provided for information.

4.2. Director/CAO Updates

Directors provided updates 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. EXECUTIVE COMMITTEE ORIENTATION

5.1 Executive Committee Orientation Schedule

Staff summarized and provided orientation information on each policy outlined in the Executive Committee orientation schedule. Topics covered included the Executive Committee's role in Trust Council meeting preparations, strategic planning, the annual report, litigation and bylaw enforcement, the Islands Trust Policy Statement, advocacy, the protocol agreement with Bowen Island Municipality, inter-government relations and communications.

The meeting recessed at 12:05 pm.

The meeting reconvened at 12:40 pm.

5.2 Executive Committee Toolkit (revised)

The Executive Committee recommended no changes to the draft as presented. Staff was requested to finalize the toolkit and provide hard copies to Susan Morrison and Laura Busheikin with Appendices and to provide a PDF version to all Executive Committee members.

Staff was also requested to provide all Trust Council policies on a memory stick to all Executive Committee members.

5.3 Local Trust Committee (LTC) Chair Toolkit (revised)

The Executive Committee recommended no changes to the draft as presented. Staff was requested to finalize the toolkit and provide hard copies to Susan Morrison and Laura Busheikin with Appendices and to provide a PDF version to all Executive Committee members.

Staff was also requested to provide a separate PDF copy of the list of LTC Chairs and Alternates to all Executive Committee members.

6. BYLAWS FOR APPROVAL CONSIDERATION

No items.

7. TRUST COUNCIL MEETING PREPARATION

7.1. Draft March 2015 Trust Council Schedule

The Executive Committee members reviewed the schedule and recommended changes prior to issuance of the news release later this week. The final version of the schedule will be considered at the February 25 meeting.

7.2. Draft Session Outline – Regular closed session and legal orientation

The Executive Committee members reviewed the draft session outline and recommended changes. The revised outline will be considered at the February 25 meeting.

7.3 Draft Session Outline – Introduction to Strategic Planning

The Executive Committee members reviewed the draft session outline and recommended changes. The revised outline and PowerPoint presentation will be considered at the February 25 meeting.

7.4 Draft Session Outline – Introduction to Community Planning

The Executive Committee members reviewed the draft session outline and recommended changes. The revised outline will be considered at the February 25 meeting.

7.5 Draft Session Outline – First Nations Relations

The Executive Committee members reviewed the draft session outline and recommended changes. The revised outline will be considered at the February 25 meeting.

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Draft Briefing Note to Council – Strategic Planning

The Executive Committee members reviewed the draft briefing and recommended changes. The revised briefing will be considered at the February 25 meeting.

8.2 Initial Discussion Draft – 2014-2018 Strategic Plan

The Executive Committee members reviewed the initial discussion draft and recommended changes. The CAO noted that it may be too soon to prepare a draft of the Strategic Plan for the March Council meeting. The CAO will focus on a briefing for that meeting and a PowerPoint presentation that includes an opportunity for trustees to 'vote' on a range of potential priority objectives.

9. NEW BUSINESS

9.1. Trust Area Services

9.1.1. RFD – UBCM-AVICC Membership and Resolution Policy - Decision

EC-2015-012

It was MOVED and SECONDED,

That the Executive Committee request staff to prepare a Request for Decision document for the Islands Trust Council regarding amendments to the Policy 6.12.ii UBCM –AVICC Membership and Resolutions.

CARRIED

9.1.2. RFD – AVICC Resolution re Coastal Douglas-fir Partnership - Decision

EC-2015-013

It was MOVED and SECONDED,

That the Executive Committee request staff to finalize and forward a resolution requesting provincial funding for the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) to the Association of Vancouver Island and Coastal Communities and Union of BC Municipalities with a backgrounder for consideration by members at the 2015 conventions.

CARRIED

9.1.3. Briefing – Proposed Public Relations Plan 2015-2016

Received as information. The Executive Committee members requested staff to return the proposed Public Relations Plan to a future meeting of the Executive Committee for further consideration and approval.

9.2. Executive/Trust Council

9.2.1 Revised 2015 Executive Committee Schedule – Decision

EC-2015-014

It was MOVED and SECONDED,

That the Executive Committee approve the revised 2015 Executive Committee Meeting Schedule, as presented.

CARRIED

9.2.2 December Trust Council Evaluation Summary Forms

Received as information. The CAO noted that some of the trustees' evaluation forms included suggestions for future learning sessions. These will be reviewed and potentially incorporated into the Trust Council Continuous Learning Plan.

9.3 Local Planning Services

9.3.1 Revised Procedures for Local Trust Committee Section 26 Resolutions-without-meeting

Received as information. These procedures will be used by staff to implement Trust Council's recently amended policy regarding Resolutions without Meeting. The Executive Committee members suggested some minor changes that the Director of Local Planning Services will incorporate into the procedures.

10. CLOSED MEETING

EC-2015-015

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(2)(b) of the Community Charter in order to consider matters related to 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 2:19 pm and reopened at 2:45 pm.

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

No decisions to report.

12. CORRESPONDENCE (for information unless raised for action)

12.1 Georgia Strait Alliance cc of Pleasure Craft Sewage letter

Received for information.

12.2 Western Canada Marine Response Corporation - Spill Response Geographic Response Strategies – Request for Input

EC-2015-016

It was MOVED and SECONDED,

That the Executive Committee request staff to identify options about possible support to the Western Canada Marine Response Corporation in regard to their January 13 letter.

CARRIED

12.3 Minister Polak reply re Sinking of HMCS Annapolis

Received as information. Staff was directed to post the letter to the website.

12.4 Canadian Union of Postal Workers re support to save Canada Post

Received for information.

12.5 Trustee Grove re Policy Statement review

The Executive Committee members requested Chair Luckham to respond directly to Trustee Grove, letting him know that staff is available if he wants his suggestions to go to March Trust Council in the form of a Request for Decision.

12.6 Watershed Watch Salmon Society re Invitation - Feb 6 Protect the Fraser Strategy Meeting

Received as information.

12.7 Ferries Update – Colin Palmer (Powell River Regional District)

Received as information. Vice-Chair Grams to directly contact Colin Palmer.

13. WORK PROGRAM

13.1. Review and amendment of current work program

By General Consent, the Executive Committee members considered the amended version of their current work program, and approved proposed amendments from staff.

14. ADJOURNMENT

EC-2015-017
It was MOVED and SECONDED,
To adjourn the meeting.

CARRIED

The meeting adjourned at 3:00 p.m.

Peter Luckham, Chair

Certified Correct

Jas Chonk, Recorder and Deputy Secretary