



## Executive Committee Minutes of Regular Meeting

**Date:** February 3, 2021  
**Location:** Electronic meeting, Public venue  
Islands Trust  
200-1627 Fort Street  
Victoria, BC V8R 1H8

**Members Present:** Peter Luckham, Chair, Thetis Island Trustee  
Sue Ellen Fast, Vice-Chair, Bowen Island Municipal Trustee  
Laura Patrick, Vice-Chair, Salt Spring Island Trustee  
Dan Rogers, Vice-Chair, Gambier/Keats Island Trustee

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director, Local Planning Services  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Dilani Hippola, Senior Policy Advisor  
Lisa Wilcox, Senior Intergovernmental Policy Advisor  
Lori Foster, Executive Coordinator/Recorder

**Others:** None

### 1. CALL TO ORDER

At 9:35 a.m., Chair Luckham called the meeting to order later than scheduled due to technical difficulties with the electronic meeting application and system reboots.

Chair Luckham acknowledged the meeting was being held on Coast Salish traditional and treaty territory.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

For consideration to add the following items to the agenda:

6.4.1. Islands Trust Object and Policy Statement Amendment Discussion - Session Outline

7.1.2.3. Policy Statement Amendment Project Charter V4 – request for decision (RFD)

#### 2.2 Approval of Agenda

**By general consent**, the agenda was adopted as amended.

2.2.1 Agenda Context Notes - None

**3. ADOPTION OF MINUTES**

**3.1 January 13, 2021**

By general consent, the minutes were adopted as presented.

**4. FOLLOW UP ACTION LIST AND UPDATES**

**4.1 Follow Up Action List/Director/CAO Updates**

Staff provided updates on their Follow Up Action List items and gave verbal updates on projects, staffing changes and current activities.

**4.2 Local Trust Committee Chair Updates**

Executive Committee members provided verbal updates on recently attended meetings and activities in their roles as local trust committee chairs.

**4.3 Islands Trust Conservancy Liaison Update**

Vice Chair Fast, who is also Vice Chair of the Islands Trust Conservancy, gave updates on the recently held Conservancy meeting.

**5. BYLAWS FOR APPROVAL CONSIDERATION**

**5.1 Mayne Island LTC Bylaw No. 180 (LUB amendment) – RFD**

Vice Chair Rogers spoke to the bylaw.

**EC-2021-010**

**It was Moved and Seconded,**

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 180, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No.1, 2020” in accordance with Section 27 of the *Islands Trust Act*.

**CARRIED**

The meeting recessed for a break at 10:50 a.m. and reconvened 11:05 a.m.

**6. TRUST COUNCIL MEETING PREPARATION**

**6.1 Executive**

**6.1.1 March Trust Council Draft Meeting Schedule - Briefing**

**By general consent**, Executive Committee selected the draft schedule, Appendix 1. with the following amendments:

- make Delegations and Town Hall an evening session on Tuesday,
- include New Business session on Thursday,
- merge Trustee Updates with Trustee Summary on Thursday,
- 1 hour lunch breaks and additional afternoon breaks,
- add Select Committee session after Executive session.

The amended schedule will be brought back to the next meeting.

#### 6.1.2 September Trust Council Meeting Logistics – Briefing

**By general consent**, Executive Committee endorsed the Vancouver Island Conference Center and Coast Bastion accommodations as the choice for the September in-person Trust Council meeting.

#### 6.1.3 Trust Council Follow-up Action List

Presented for information.

### 6.2 **Local Planning Services - None**

### 6.3 **Administrative Services - None**

### 6.4 **Trust Area Services**

#### 6.4.1 Islands Trust Object and Policy Statement Amendment Discussion - Session Outline

Executive Committee gave feedback to staff on the flow of the session outline which will be used to guide the Policy Statement Discussion on day 1 of March Trust Council.

The meeting recessed for lunch at 12:30 p.m. and reconvened at 1:00 p.m.

## 7. **EXECUTIVE COMMITTEE PROJECTS**

### 7.1 **Trust Council Initiated**

#### 7.1.1 Executive - None

#### 7.1.2 Trust Area Services

##### 7.1.2.1 Phase II of Islands 2050 Public Engagement and Policy Directions Report Virtual Open House – RFD

Executive Committee discussed the preferred meeting time and date for the engagement/open house.

**EC-2021-011**

**It was Moved and Seconded Fast,**

That Executive Committee endorse the Islands 2050 Virtual Open House project charter, dated February 3, 2021 and hold the open house on a weekday evening in the week prior to Trust Council.

**CARRIED**

By general consent, item 7.1.2.3 was addressed next.

7.1.2.3 Policy Statement Amendment Project Charter V4 - RFD

**EC-2021-012**

**It was Moved and Seconded,**

That Executive Committee approve the Policy Statement Amendment Project Charter v4.

**CARRIED**

7.1.2.2 2021 AVICC/UBCM Proposed Resolution (Annual Item) - RFD

Feedback was heard that the backgrounder attachment.

**EC-2021-013**

**It was Moved and Seconded,**

That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2021 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that that the Ministry of Municipal Affairs update the Local Government Act to allow temporary use permit and public hearing notification to be provided electronically.

**CARRIED**

7.1.3 Local Planning Services

7.1.3.1 Local Planning Services Renewal Status Report – Briefing

Staff introduced the briefing as presented in the agenda package.

Discussion was heard on creating policy around local trust committee projects.

Vice Chair Fast lost connectivity at approximately 2:13 p.m. and returned at approximately 2:15 p.m.

**EC-2021-014**

**It was Moved and Seconded,**

That Executive Committee request staff to continue this discussion to a future Executive Committee meeting and the pros and cons of reducing the projects per local trust committee to one.

**CARRIED**

7.1.4 Administrative Services – None

## 7.2 Executive Committee Initiated

### 7.2.1 Executive

#### 7.2.1.1 Amendments to the 2018-2022 Strategic Plan – RFD

Chief Administrative Officer (CAO) Hotsenpiller spoke to the request for decision (RFD) as presented.

Discussion followed.

#### **EC-2021-015**

#### **It was Moved and Seconded,**

THAT Executive Committee recommend that Trust Council amend the Strategic Plan to include:

- i. Forestry initiatives including establishment of development permit areas, tree cutting authority advocacy, enforcement of development permits related to forestry and advocacy associated with the Private Managed Forest Land Act,
- ii. Governance and Management Review,
- iii. Request to the Province for additional funding,
- iv. Trust Council Policy Review Project,

AND

THAT a report be prepared for March Trust Council outlining the recommended changes.

**CARRIED**

#### 7.2.1.2 Trust Council Policy Review Project – RFD

Legislative Services Manager (LSM) Thiel spoke to the request for decision.

#### **EC-2021-016**

#### **It was Moved and Seconded,**

That the Executive Committee instruct staff to draft amendments for replacement of those Trust Council policies deemed as top priority for updating, based on policy review analysis, for consideration of approval by Trust Council.

**CARRIED**

### 7.2.2 Trust Area Services - None

### 7.2.3 Local Planning Services - None

### 7.2.4 Administrative Services – None

The meeting recessed for a break at 3:10 p.m. and reconvened at 3:20 p.m.

**8. NEW BUSINESS**

**8.1 Executive/Trust Council**

8.1.1 Executive Committee Sponsorship Application MA-TUP-2021.1 – RFD

Director of Local Planning Services Marlor spoke to the request for decision.

**EC-2021-017**

**It was Moved and Seconded,**

That the Islands Trust Executive Committee approves sponsorship in the amount of \$1,100.00 for Temporary Use Permit application MA-TUP-2021.1.

**CARRIED**

8.1.2 Annual Executive Committee-Bowen Island Council Meeting – Briefing

Executive Committee discussed the topic options as presented in the briefing.

**EC-2021-018**

**It was Moved and Seconded,**

That the following topics, as amended, from the Annual Executive Committee-Bowen Island Council Meeting – Briefing dated January 27<sup>th</sup>, 2021 be forwarded to Bowen Island Council for inclusion on the joint meeting agenda:  
Remove item 3 as written but reference it in item 1 and forward the following topics: 2, 4, 6, 7, aspects of 8 and update on 9 and; add opportunities for collaboration.

**CARRIED**

**8.2 Trust Area Services**

8.2.1 LTC Chairs Report on Local Advocacy Topics

Chair Luckham noted that advocacy for digital fiber connectivity to Thetis Island is underway.

**8.3 Local Planning Services**

8.3.1 Contaminated Sites Regulation Change of Procedure – Briefing

Director of Local Planning Services (DLPS) Marlor spoke to the briefing and advised Executive Committee on the new regulation which he will circulate to all trustees.

**8.4 Administrative Services – None**

**9. CORRESPONDENCE**

**9.1 Opportunity for Feedback: BC Hydro CleanPower 2040 survey deadline January 31, 2021**

Received for information.

**9.2 Hornby Island Conservancy re: Herring Integrated Fisheries Management Plan feedback 2021 letter received Jan 19, 2021**

Received for information.

**9.3 Invitation to the Winter 2021 Oceans Protection Plan Dialogue Forum February 17-19, 2021**

Received for information.

**9.4 Trans Mountain Expansion Project Reconsideration - feedback submission closes March 1, 2021**

**EC-2021-019**

**It was Moved and Seconded,**

That Executive Committee request staff to draft a Chair letter in response to the invitation to the Provincial Trans Mountain Expansion Project Reconsideration.

**CARRIED**

**EC-2021-020**

**It was Moved and Seconded,**

That the Trans Mountain Expansion Project Reconsideration documents be forwarded to Trustees and they be encouraged to circulate to interested constituents and be advised the Chair is writing a letter.

**CARRIED**

**9.5 FLNRORD Minister Conroy response dated January 26, 2021 to Chair letter**

Received for information.

**9.6 Minister of State Cullen, Lands Natural Resource Operations, response dated January 26, 2021 to Chair letter**

Received for information.

**9.7 Member of Parliament (MP) Alistair McGregor re: anchorages and survey dated December 11, 2020**

**EC-2021-021**

**It was Moved and Seconded,**

That Executive Committee request staff circulate the petition and survey from Member of Parliament (MP) Alistair McGregor to all trustees.

**CARRIED**

**9.8 MIRR Minister Rankin email response dated January 26, 2021 to Chair letter**

Received for information.

**10. WORK PROGRAM**

**10.1 Review and amendment of current work program**

**11. NEXT MEETING**

The next Executive Committee meeting will be held electronically on February 24, 2021 at 9:00 a.m.

**12. CLOSED MEETING (under separate cover)**

At 3:55 p.m., the electronic meeting was locked down and closed to the public. Live streaming/recording were turned off.

**EC-2021-022**

**It was Moved and Seconded,**

That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that staff attend the meeting.

**CARRIED**

At 4:52 p.m. the meeting was reopened to the public.

**13. RISE AND REPORT DECISIONS FROM CLOSED MEETING**

Rise and report from this meeting will be addressed at the February 24<sup>th</sup> business meeting.

**14. ADJOURNMENT**

**By general consent,** the meeting was adjourned at 4:52 p.m.

---

**Peter Luckham, Chair**

**Certified Correct**

---

**Lori Foster, Executive Coordinator**