



Executive Committee Minutes of an Electronic Meeting

Date: February 13, 2019
Location: Islands Trust Conservancy Boardroom
200-1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair – electronic
Dan Rogers, Vice Chair - electronic
Laura Patrick, Vice Chair - electronic
Sue Ellen Fast, Vice Chair - electronic

Staff Present: Russ Hotsenpiller, Chief Administrative Officer - electronic
Stefan Cermak, Acting Director Local Planning Services - electronic
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services arrived at 11:13 AM - electronic
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the electronic meeting to order at 9:50 AM acknowledging it was being held on Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

8.1.1 Executive/Trustee liaison – sample correspondence

8.2.3 Pacific Institute for Climate Solutions – climate risk work, Ruth Waldick

2.2 Approval of Agenda

By General Consent, the agenda was adopted as amended.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 January 30, 2019

By General Consent, the minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff addressed their areas of responsibility on the follow-up action list (FUAL).

Vice Chair Rogers inquired about the progress of setting up a meeting with Squamish Nation.

Director Frater noted this item is still in progress.

4.2 Director/CAO Updates

CAO Hotsenpiller reported on the following:

- Discussions with the Ministry of Municipal Affairs and Housing (MIN MAH) staff regarding moving forward with amendments to the *Islands Trust Act*,
- Working with Alison Habkirk who will be facilitating Trust Council in March on Strategic Planning,
- Gave an update on the renovation project,
- Recently attended an IAP2 workshop on public participation.

Director Frater noted that 177 responses have been received, thus far, on the budget consultation survey. She spoke to future work on the Policy Statement and First Nations reconciliation.

Vice Chair Fast asked how many respondents to the budget survey were from Bowen Island.

Director Frater will follow-up with Vice Chair Fast.

Vice Chair Rogers asked about the Baynes Sound Forum and Islands Trust participation.

Director Frater noted staff involvement is limited to location set-up and booking speakers.

4.3 Local Trust Committee Chair Updates

Chairs of their local trust committees reviewed recently attended LTC meetings and reported on highlights from those meetings.

Vice Chair Patrick noted that Trustee McConchie of North Pender Island livestreamed the most recent LTC meeting on Facebook which was posted to his Facebook page and is publically available.

Vice Chair Fast spoke to Denman LTC's desire to have improved signs which represent Islands Trust at the ferry terminal.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Mayne Island LTC Bylaw No. 173 (BEN amendment)

Vice Chair Rogers spoke to the bylaw enforcement notification amendment.

EC-2019-0018

It was Moved and Seconded,

That the Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 173, cited as Mayne Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 156, 2011, Amendment No. 1, 2018 under Section 24 of the *Islands Trust Act* and return it to the Mayne Island Local Trust Committee for final adoption.

CARRIED

5.2 North Pender Island LTC Bylaw No. 218 (BEN amendment)

Vice Chair Patrick spoke to the bylaw enforcement notification amendment.

EC-2019-019

It was Moved and Seconded,

That the Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 218, cited as North Pender Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 188, 2011, Amendment No. 1, 2018 under Section 24 of the *Islands Trust Act* and return it to the North Pender Island Local Trust Committee for final adoption.

CARRIED

5.3 Salt Spring Island LTC Bylaw No.516 (BEN amendment)

Chair Luckham spoke to the bylaw enforcement notification amendment.

EC-2019-020

It was Moved and Seconded,

That the Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 516, cited as “Salt Spring Island Local Trust Committee Bylaw Enforcement Notification Bylaw, 2010, Amendment No. 1, 2018” under Section 24 of the *Islands Trust Act* and return it to the Salt Spring Island Local Trust Committee for final adoption.

CARRIED

5.4 Galiano Island LTC Bylaw No. 228 (BEN amendment)

Vice Chair Rogers spoke to the bylaw enforcement notification amendment.

EC-2019-021

It was Moved and Seconded,

That the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 269, cited as “Galiano Island Local Trust Committee Bylaw Enforcement Notification Bylaw No. 228, 2011, Amendment No. 1, 2018” under Section 24 of the *Islands Trust Act* and return it to the Galiano Island Local Trust Committee for final adoption.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 Continuous Learning Plan – RFD

CAO Hotsenpiller reviewed the request for decision (RFD).

Recommended changes to the RFD included:

- Present the list of topics in a table and label items as a “session”, “online training” or “webinars” i.e. how the topic is delivered,
- Add the Islands Trust Conservancy Regional Conservation Plan,
- For some sessions add a third party provider to give feedback to trustees,
- Session on archeological site protection in light of exposed burial sites.

By General Consent, the Executive Committee request staff bring back the amended report for approval.

Director Mobbs joined the meeting electronically at 11:13 AM.

6.1.2 Draft March Trust Council Schedule

By General Consent, the Executive Committee request staff amend the draft schedule to accommodate the following:

- CAO Report, Trustee Roundtable and Budget session on Tuesday,
- LPS session will be a shorter session and can be fit in on Wednesday or Thursday.

6.2 Local Planning Services

None

6.3 Administrative Services

6.3.1 Bowen Island Municipality Tax Levy – Briefing

Director Mobbs spoke to the briefing.

In general, the following discussion was heard regarding:

- Transfers from surplus, surplus allocation and surplus credit,
- Equity analysis,
- Assets and benefits for Bowen’s contributions.

A joint meeting is set with Bowen Municipal Council for March 4th.

The meeting recessed for lunch at 12:20 PM and reconvened at 12:45 PM

6.4 Trust Area Services

6.4.1 Solar Energy Advocacy Options – Briefing

DTAS Frater spoke to the briefing.

There was discussion that this work be a moderate focus for the Executive Committee.

EC-2019-022

It was Moved and Seconded,

That the Executive Committee request the Chair write a letter to regional district boards in the Islands Trust area requesting that they sign on to a joint letter to the Province from the Islands Trust Council and regional district boards in the Islands Trust area requesting a greater focus on supporting solar energy in rural and remote communities.

CARRIED

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

There were no items addressed under 7.1.

7.1.1 Executive

7.1.2 Trust Area Services

7.1.3 Local Planning Services

7.1.4 Administrative Services

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 Joint Meeting - BIM & EC March 4, 2019 – discussion

In general, the following topics were discussed for consideration to present at the joint meeting with Bowen Island Municipality (BIM):

- Howe Sound/ Atl'kitsem items,
- Items relating to logging, shorelines, docks, covenant monitoring and grants-in-aid,
- Benefits to Bowen relating to Islands Trust Conservancy,
- Suggested staff presence representing their areas of work.

7.2.2 Trust Area Services

7.2.2.1 Letter of support re: SSI CEDC

Vice Chair Patrick spoke to the request for a letter of support.

Director Frater noted this request is consistent with Part 3 of the Policy Statement.

EC-2019-023

It was Moved and Seconded,

That the Executive Committee request the Chair write a letter of support for the Salt Spring Island Community Economic Development Commission (SSI-CEDC) in application to the Western Economic Diversification-Community Economic Development and Diversification Division (WED-CEDD) for funding toward the 2019 Rural Islands Economic Summit proposal.

CARRIED

7.2.3 Local Planning Services

None

7.2.4 Administrative Services

None

8. NEW BUSINESS

8.1 **Executive/Trust Council**

8.1.1 Executive/Trustee liaison – sample correspondence

Vice Chair Rogers offered for discussion, sample correspondence which would be intended for information only communicating with trustees highlights from recently attended EC meetings.

By General Consent, the Executive Committee endorsed the sample correspondence to be entitled "Dan's Corner" for email distribution to trustees.

8.2 **Trust Area Services**

8.2.1 South Coast Ship watch Alliance, request to use IT video content, as per Trustee Colbourne

Director Frater will report back to the next EC meeting regarding this request after looking into possible editing and copyright issues.

- 8.2.2 LTC Chairs Report on Local Advocacy Topics
Local Trust Committee Chairs gave verbal reports on local advocacy topics.
- 8.2.3 Pacific Institute for Climate Solutions – climate risk work, Ruth Waldick
Acting Director of Local Planning Services Cermak spoke to this late item request noting that the level of commitment to this item would be the next step.
- Discussion followed.

EC-2019-024

It was Moved and Seconded,

That the Executive Committee request staff prepare a letter of support from the Chair for the themed partnership program application for data sharing.

CARRIED

- 8.3 Local Planning Services**
None
- 8.4 Administrative Services**
None
- 9. CLOSED MEETING**
None
- 10. RISE AND REPORT DECISIONS FROM CLOSED MEETING**
None
- 11. CORRESPONDENCE (for information unless raised for action)**
- 11.1 UBCM - The Compass - January 23, 2019**
Received for information.
- 11.2 Lummi press release re: Roberts Bank Terminal 2 - January 30, 2019**
Discussion regarding this request for advocacy calling for a moratorium on new vessel traffic ensued.
- In general, EC commented that we lack the capacity to take this item on but support could be captured in the follow-up with Minister Garneau regarding anchorage advocacy.
- 11.3 UBCM - The Compass - February 6, 2019**
Received for information.
- 11.4 Minister Robinson response re: Request for Legislative Changes to the Islands Trust Act dated February 6, 2019**
Received for information.

11.5 Registration Now Open - Pacific Regional CMAC - March 7, 2019

EC-2019-025

It was Moved and Seconded,

That the Executive Committee authorize the Chair to attend the Canadian Marine Advisory Council Pacific Regional meeting on March 7th in Vancouver.

CARRIED

11.6 Howe Sound Community Forum - April 26, 2019

EC-2019-026

It was Moved and Seconded,

That the Executive Committee support the attendance of the Chair to the Howe Sound Community Forum on April 26th on Gambier Island.

CARRIED

12. WORK PROGRAM

12.1 Review and amendment of current work program

EC-2019-027

It was Moved and Seconded,

That the Executive Committee amend the work program as follows:

- Add working on Council Committee improvements,
- Move anchorages advocacy to number 3,
- Move Update Policy Statement to number 2.

CARRIED

13. NEXT MEETING

There was roundtable feedback on today's electronic meeting format, in general it was deemed to run smoothly with few glitches.

The next Executive Committee meeting will be held February 27, 2019 at the Oak Bay Recreation Centre, 1975 Bee Street.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 1:55 PM.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder