



Executive Committee Minutes of Regular Meeting

Date: February 27, 2019
Location: Oak Bay Community Centre
Small Lounge
1975 Bee Street, Victoria BC V8R 5E6

Members Present: Peter Luckham, Chair
Dan Rogers, Vice Chair
Laura Patrick, Vice Chair
Sue Ellen Fast, Vice Chair (attended electronically)

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:48 AM and recognized it was being held on Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add:

6.1.6 Trust Council draft minutes January 14-15

6.1.7 Priorities Chart

11.9 Proposed Declaration of a Climate Emergency – Transition Salt Spring dated February 22, 2019

2.2 Approval of Agenda

By General Consent, the agenda was adopted as amended.

3. ADOPTION OF MINUTES

3.1 February 13, 2019

By General Consent, the minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff reviewed their action items and gave updates.

4.2 Director/CAO Updates

Chief Administrative Officer, (CAO) Hotsenpiller reviewed the status of the Victoria office renovations and invited the Executive Committee (EC) for a site visit. He also attended the February meeting of the Salt Spring Island Watershed Protection Alliance (SSIWPA).

Director of Local Planning Services, (DLPS) Marlor gave an update on the potential amendments to the *Agricultural Land Commission Act* (ALC) and noted the upcoming seminar in May.

Director of Trust Area Services, (DTAS) answered questions on the status of the opinion piece regarding freighter/anchorages.

Discussion followed on:

- The Oceans Protection Plan (OPP) Forum,
- Squamish Nation Leadership Forum,
- The website discovery project,
- Sea Level Rise workshop on Lasqueti with a final session on Bowen Island,
- Planner staffing levels in the Northern office.

4.3 Local Trust Committee Chair Updates

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

Comments followed on:

- Regional District of Nanaimo protocol agreement meeting to include Regional Planning Manager (RPM) Kjerulf,
- Discussions with Minister Trevena regarding changes to coastal ferry operations and increased sailings,
- Use of the LTC Indigenous Peoples binders received at January Trust Council as an internal resource,
- Thetis Island local trust area riparian area regulations now implemented,
- Use of the decorum poster at LTC meetings.

5. BYLAWS FOR APPROVAL CONSIDERATION

None

The meeting recessed for a break 11:01 AM and reconvened at 11:09 AM.

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

CAO Hotsenpiller introduced the Trust Council agenda featuring the 2019/2020 proposed budget and Strategic Planning session.

The Hornby Island Local Trust Area by-election is March 2nd. It was noted that the new trustee cannot be sworn in until March 16th but could be invited to attend in an ex-officio capacity.

By General Consent, the Executive Committee request the new trustee be invited to March Trust Council.

- 6.1.1 March Trust Council Schedule
Staff were directed on the timing of sessions and to send out RSVP's to former trustees, regional district members and MLA Malcolmson.
- 6.1.2 Chief Administrative Officer's Report
Forward as presented.
- 6.1.3 Executive Committee Work Program Report
Forward as presented.
- 6.1.4 Continuous Learning Plan – RFD
Attach the Continuous Learning Plan and remove the blank 4. line in table.
Forward as amended.
- 6.1.5 Strategic Planning Workshop – Outline
CAO Hotsenpiller reviewed the outline.
- Staff were directed to secure break-out rooms for the group sessions and make the pre-work paragraph in the session outline stand out by bolding and highlighting it. Forward as amended.
- 6.1.6 Trust Council draft minutes January 14-15
Forward as presented.
- 6.1.7 Priorities Chart
Fix typo mistakes under LPS section. Forward as amended.

6.2 Local Planning Services

- 6.2.1 Director of Local Planning Services Report
DLPS Marlor reviewed his report and commented on a rotation schedule that addresses Official Community Plan reviews for the local trust areas.

DLPS Marlor was requested to:

- Discuss amendments to the Gambier portion of the report with Vice Chair Rogers,
- Add a First Nations lens,
- Fix table remove reference to the bylaw portion that isn't there.

Discussion ensued on ALC amendments to farm worker housing being a possible conversation with the Minister of Agriculture, that eliminating farm worker housing would not be beneficial to the islands.

- 6.2.2 Local Planning Committee Work Program Report
Forward as presented.
- 6.2.3 Coastal Douglas Fir Tool Kit – RFD
This item was deferred to March Trust Council following the new term orientation. The Coastal Douglas Fir (CDF) Toolkit was sent out to local trust committees but has not yet been received at Trust Council.

The CDF Toolkit may be suggested as an item for Strategic Planning. Forward as presented to March Trust Council.

6.2.4 Community Housing Needs – RFD

Staff were directed to update the baseline report done in 2016. This request for decision comes from the Local Planning Committee for Trust Council endorsement. Forward as amended to March Trust Council.

The meeting recessed for lunch at 12:04 PM and reconvened at 12:33 PM.

6.3 Administrative Services

6.3.1 Director of Administrative Services Report

Forward as presented.

6.3.2 Financial Planning Committee Work Program

Forward as presented.

6.3.3 December 31, 2018 Financial Report – RFD

Forward as presented.

6.3.4 Draft 2019/20 Budget Session Outline

Forward as presented.

6.3.5 Draft 2019/20 Budget Assumptions & Principles

Forward as presented.

6.3.6 Draft 2019/20 Budget Revisions since January 2019 Meeting

Emphasise that the budget revisions are since January. Forward as presented.

6.3.7 Draft 2019/20 Budget Overview

Forward as presented.

6.3.8 Draft 2019/20 Budget Detail

Forward as presented.

6.3.9 Summary of 2019/20 Budget Funding Requests

Discussion ensued on the website discovery business case.

A consultant from “Be the Change Group” will present summary findings at Trust Council. Forward as presented.

6.3.10 SSIWPA Tax Requisition Consultation – RFD

Forward as presented.

6.3.11 Public Consultation Feedback – Briefing

Chair Luckham noted the potential for data mining from the results of the survey feedback. Forward as presented.

6.3.12 Financial Plan Bylaw No. 176 – RFD

Forward as presented.

6.3.13 Revenue Anticipation Bylaw No. 177 – RFD

Forward as presented.

6.4 Trust Area Services

6.4.1 Director of Trust Area Services Report

It was noted that the Howe Sound Forum will be funded by the Gambier Island Local Trust Committee as an LTC project. Forward as presented.

6.4.2 Trust Programs Committee Work Program Report

Chair of the Trust Programs Committee, Trustee Morrison will speak to the report at Trust Council. Forward as presented.

6.4.3 Islands Trust Conservancy Report

Chair of the Islands Trust Conservancy, Trustee Stamford will speak to the report at Trust Council. Forward as presented.

6.4.4 Secretariat Services - RFD

This item has been deferred.

6.4.5 Reconciliation Declaration – RFD

CAO Hotsenpiller introduced the request for decision (RFD).

Acting Senior Intergovernmental Policy Advisor (A/SIPA) Wilcox spoke to the RFD as part of a staged approach which would cement the message and narrative of reconciliation as a public statement and would resonate with a majority of constituents.

EC-2019-028

It was Moved and Seconded,

That the Executive Committee support Chief Administrative Officer Hotsenpiller in the recommendation that the Indigenous Peoples binders received at January Trust Council not be disseminated but used as a reference tool at this time.

CARRIED

6.4.6 Climate Change Emergency (Trustees Morrison & Colbourne) – RFD

Forward as amended.

6.4.7 Herring roe fishery advocacy (Trustees Busheikin & Critchley) – RFD

Forward as presented.

6.4.8 Agreements Monitoring - Briefing

Forward as presented.

7. EXECUTIVE COMMITTEE PROJECTS

No items were presented for consideration under this heading.

7.1 Trust Council Initiated

- 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 EC-BIM Joint Meeting - draft agenda

Discussion followed on the draft agenda which would be finalized after feedback from Bowen Island Municipality.

Staff were directed to simplify the Power Point presentation and focus on the relationship we have and the work we do together.

7.2.1.2 IAP2 public engagement workshop – Briefing

CAO Hotsenpiller reviewed the sessions he attended at the workshop suggesting that these tools of engagement would benefit the Policy Statement amendments project. He will speak to IAP2 at Trust Council.

7.2.2 Trust Area Services

None

7.2.3 Local Planning Services

7.2.3.1 Local Trust Committee Fees – Briefing

Director Marlor reviewed the briefing noting stating the Bowen Island Municipal fees schedule has been added. This item will go to the Local Planning Committee for review. Received for information.

7.2.3.2 Bylaw Enforcement Policy Amendments – RFD

DLPS Marlor introduced the request for decision.

Bylaw Enforcement Manager (BEM) Drew spoke to the RFD as a policy the courts would look at.

In the resolution, amend the roman number 1 to i. Forward as amended to March Trust Council.

7.2.4 Administrative Services

None

8. NEW BUSINESS

8.1 Executive/Trust Council

None

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

Chairs gave verbal updates on advocacy topics in their local trust areas.

8.3 Local Planning Services

None

8.4 Administrative Services

None

9. CLOSED MEETING

EC-2019-029

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 and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 2:45 PM and re-opened to the public at 2:53 PM.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

Chair Luckham reported that the in-camera minutes from January Trust Council were forwarded to the closed Trust Council session in March.

11. CORRESPONDENCE (for information unless raised for action)

11.1 J. Slakov re: let's move forward with climate action - dated Feb 20, 2019

Forward to March Trust Council.

11.2 RSVP re: ALC Regional Seminars - dated Feb 14, 2019

EC-2019-030

It was Moved and Seconded,

That the Executive Committee sponsor one (1) member from Executive Committee and up to three (3) trustees to attend the Agricultural Land Reserve regional seminar in Nanaimo, May 1, 2019.

CARRIED

11.3 UBCM - The Compass Newsletter - dated Feb 13, 2019

Received for information.

11.4 Pender Ocean Defenders re: SRKW resolution - dated Dec 11, 2018

EC-2019-031

It was Moved and Seconded,

That the Pender Ocean Defenders re: SRKW resolution - dated Dec 11, 2018 correspondence be forwarded to Trust Council.

CARRIED

11.5 A. Chollat/ A.Franc de Ferriere re: support for Islands Trust - dated Feb 10, 2019

Add this correspondence to the public consultation feedback regarding the 2019/2020 budget.

11.6 Interim Anchorages Protocol re: Bulletin #8

Email to Trustees.

11.7 Interim Anchorages Protocol re: Bulletin #9

Email to Trustees.

**11.8 Invitation to the Oceans Protection Plan Dialogue Forum - March 26, 2019
EC-2019-032**

It was Moved and Seconded,

That the Executive Committee approve the Chair and one (1) staff member attend the Oceans Protection Plan Forum and to seek grant funding for their attendance.

CARRIED

11.9 Proposed Declaration of a Climate Emergency - Transition Salt Spring dated Feb 22, 2019

Forward correspondence to March Trust Council.

12. WORK PROGRAM

12.1 Review and amendment of current work program

By General Consent, staff were requested to remove item 4. Council Committee Improvements.

13. NEXT MEETING

Gabriola Island March 12, 2019 prior to the Trust Council.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 3:05 PM

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator