Islands Trust

Executive Committee
Minutes of Regular Meeting

Date:	**March 23, 2022**
Location:	**Islands Trust Victoria Boardroom** **200-1627 Fort Street, Victoria, BC**
Members Present:	**Peter Luckham, Chair, Thetis Island Trustee** **Dan Rogers, Vice-Chair, Gambier/Keats Island Trustee** **Laura Patrick, Vice-Chair, Salt Spring Island Trustee** **Sue Ellen Fast, Vice-Chair, Bowen Island Municipal Trustee**
Staff Present:	**Russ Hotsenpiller, Chief Administrative Officer (CAO)** (Victoria Boardroom) **David Marlor, Director Local Planning Services (DLPS)** (Victoria Boardroom) **Clare Frater, Director, Trust Area Services (DTAS)**
Members of the Public:	**Two members of public in attendance**

The meeting was held electronically, livestreamed and public could attend in-person in Victoria or electronically.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:00 a.m. and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory then introduced elected officials and staff.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

Add late items correspondence as circulated:

10.7 C. Crotty re: recommend deferral of review of draft policy statement email dated March 22, 2022

10.8 ITC Chair Stamford re: Coastal Douglas-fir Ecological Communities letter dated March 18, 2022

Add an in-camera restricted session.

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

3. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING – None

4. ADOPTION OF MINUTES

4.1 March 8, 2022

By general consent, the March 8, 2022, minutes were adopted as presented.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List (FUAL)/Director/CAO Updates

Chief Administrative Officer (CAO) Hotsenpiller and directors reviewed their FUAL list items as presented and gave verbal updates on emerging issues.

Discussion followed on:
- Staff work from home agreements and department staffing updates,
- Islands 2050 Phase 3 engagement and communications.

5.2 Local Trust Committee Chair Updates

Local Trust Committee (LTC) Chairs gave verbal updates on recently attended LTC meetings, applications in progress and projects status.

5.3 Islands Trust Conservancy Liaison Update

Vice-Chair Fast noted the Conservancy correspondence added as a late item at 10.8. for discussion.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Bowen Island Municipality Bylaw No. 564 (LUB amendment) - RFD

DLPS Marlor introduced the request for decision.

Vice-Chair Fast gave a summary of the issue which brought the amendment forward.

EC-2022-038
It was Moved and Seconded,
THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 564 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 564, 2022" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

6.2 Galiano Island LTC Fees Bylaw No. 281 (administrative) - RFD

Vice-Chair Rogers spoke to the request for decision.

There was discussion about the date in the bylaw, shown as 2021, which was determined to be correct.

EC-2022-039
It was Moved and Seconded,
THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 281, cited as "Galiano Island Local Trust Committee Fees Bylaw, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.3 South Pender Island LTC Fees Bylaw No. 124 (administrative) - RFD

Vice – Chair Patrick presented the request for decision.

EC-2022-040
It was Moved and Seconded,
THAT the Islands Trust Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 124, cited as "South Pender Island Local Trust Committee Fees Bylaw, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.4 Thetis Island LTC Fees Bylaw No. 110 (administrative) - RFD

Vice – Chair Patrick presented the request for decision.

EC-2022-041
It was Moved and Seconded,
THAT the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 110, cited as "Thetis Island Local Trust Committee Fees Bylaw, 2021", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

The meeting recessed for a break at 10:22 a.m. and reconvened 10:27 a.m.

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 Roundtable Review of March Trust Council

Executive Committee and staff debriefed on the March Trust Council session.

Discussion was heard that:
- The location, venue and food were good,
- The meeting was intense and exhausting,
- Vice-Chairs can assist the Chair as needed,

- Walking in a significant motion without notice was a concern,
- Having a separate screen for showing the agenda would be helpful,
- Some trustees not absorbing the agendas, that providing reference material as hyperlinks may help,
- Comments in the governance report that trustees didn't remember their original orientation at the beginning of the term,
- New project budget items could be better understood in a shorter summary using plain language.

EC-2022-042
It was Moved and Seconded,
That Executive Committee request staff to circulate existing orientation materials to trustees and request feedback for improvement.

CARRIED

7.1.1.1 Trustee Johnston re: Trust Council feedback email dated March 14, 2022

Executive Committee discussed this item during the Roundtable Review at item 7.1.1.

7.1.2 March Trust Council Business Decision Highlights

CAO Hotsenpiller presented the March Trust Council business decision highlights.

Executive Committee discussed messaging regarding receipt of the Islands Trust governance review report.

EC-2022-043
It was Moved and Seconded,
That Executive Committee request staff to edit the governance section of the March Trust Council decision highlights by adding "trustees indicated a strong interest to move the matter forward".

CARRIED

By general consent, Executive Committee requested the decision highlights be circulated as amended.

7.1.3 Trust Council Follow-Up Action List

CAO Hotsenpiller reported the FUAL has been updated following the March Trust Council meeting.

7.2 Local Planning Services - None
7.3 Administrative Services - None
7.4 Trust Area Services – None

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive

8.1.1.1 Great Northern Management Consultants final version of Islands Trust Governance Review February 2022 – Briefing

CAO Hotsenpiller spoke to the briefing and that the final version of the governance review has been posted to the website.

Executive Committee discussed moving forward with the governance review and holding a Special Meeting of Trust Council to address the postponed motion of Trust Council and next steps.

EC-2022-044
It was Moved and Seconded,
That Executive Committee request that staff conduct a resolution-without-meeting for a electronic Special Meeting of Trust Council to consider the deferred governance review motion TC-2022-01 from March 2022 Trust Council.

CARRIED
Opposed, Trustee Fast

8.1.2 Trust Area Services - None
8.1.3 Local Planning Services - None
8.1.4 Administrative Services – None

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

8.2 Executive Committee Initiated

8.2.1 Executive – None

8.2.2 Trust Area Services

8.2.2.1 Draft Islands Trust Tax Notice Insert for 2022/23 – Briefing

Director of Trust Area Services (DTAS) Frater spoke to the briefing.

The following amendments were discussed:

- Remove the brackets around the amounts on page 2,
- Use the phrase, “we work with you”,
- Change “new development and construction” to “new development” - to match the table.

By general consent, the tax insert notice was endorsed as amended.

8.2.3 Local Planning Services

8.2.3.1 Request for information from the Province regarding Magic Lake Estates Governance Study process – Briefing

DLPS Marlor spoke to the briefing and request of the North Pender Island Local Trust Committee asking the ministry to explain how a governance study review regarding Magic Lake Estates would move forward.

The briefing was received for information.

8.2.3.2 MA-DVP-2021.9 (MIASFF) application sponsorship – RFD

DLPS Marlor spoke to the request for decision (RFD).

EC-2022-045
It was Moved and Seconded,
THAT the Executive Committee approve financial sponsorship of $935 for Development Variance Permit application MA-DVP-2021.9.

CARRIED
Opposed, Trustee Fast

8.2.3.3 GL-DVP-2022.1 (The Galiano Club) application sponsorship - RFD

DLPS Marlor spoke to the request for decision (RFD).

EC-2022-046
It was Moved and Seconded,
THAT the Executive Committee approve financial sponsorship of $715 for development variance permit application GL-DVP-2022.1 (The Galiano Club).

CARRIED
Opposed, Trustee Fast

8.2.3.4 Cliffside Publishing Heritage Grant Saturna Island – RFD

DLPS Marlor spoke to the request for decision (RFD).

Executive Committee discussed the request.

EC-2022-047
It was Moved and Seconded,
That Executive Committee postpone the request from Cliffside Publishing and refer the grant application to the local Saturna trustees for information and indication of support or not given the budget considerations.

CARRIED
Opposed, Trustee Fast

8.2.4 Administrative Services – None

9. NEW BUSINESS

9.1 Executive/Trust Council – None

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

Vice-Chair Patrick reported on a visit to a local church on Salt Spring Island that is reimagining itself within the community.

9.3 Local Planning Services - None
9.4 Administrative Services – None

10. CORRESPONDENCE

10.1 G. Kahne email dated March 14, 2022, cc'd to trustees re: Islands Trust Budget

Received for information.

10.2 D. Courtney re: Minister Request email dated March 13, 2022

Executive Committee discussed the letter from D. Courtney.

Vice-Chair Patrick spoke to action being taken by Member of the Legislative Assembly (MLA) Olsen regarding this item and its petition.

Received for information.

10.3 Urgent Request for Support - SGI Anchorages email dated March 8, 2022

By general consent, forward to trustees for information.

10.4 Hegus (Chief) Rempel re: Support for K'omoks Guardian Watchman Program letter dated March 7, 2022

Executive Committee discussed the letter and request as presented.

By general consent, Chief Administrative Officer Hotsenpiller will work with Chair Luckham to reach out to Hegus Rempel regarding the request.

10.5 B. Graham re: Comments on Groundwater and Eelgrass reports letter received March 4, 2022

Received for information.

10.6 Provincial Response to 2021(UBCM) resolution re: Electronic Permit and Public Hearing Notification letter dated March 3, 2022

Received for information.

10.7 C. Crotty re: recommend deferral of review of draft policy statement email dated March 22, 2022

Received for information.

10.8 ITC Chair Stamford re: Coastal Douglas-fir Ecological Communities letter dated March 18, 2022

EC-2022-048
It was Moved and Seconded,
That the Executive Committee forward the correspondence received at Trust Council (item 17.2) about Coastal Douglas-fir to the delegate David Dunnison regarding his presentation to Trust Council dated March 8, 2022 entitled, "Islands Trust Biodiversity".

CARRIED

11. WORK PROGRAM

11.1 Review and amendment of current work program

Received for information.

12. CLOSED MEETING

At 1:43 p.m., the meeting was closed to the public.

EC-2022-049
It was Moved and Seconded,
That Executive Committee close the meeting to the public under Section 90(1) (c) [labour relations or other employee relations] of the *Community Charter* and invite the Chief Administrative Officer to attend.

CARRIED

At 2:00 p.m. the meeting was reopened to the public.

13. NEXT MEETING

The next Executive Committee meeting is scheduled to be held electronically, on April 13, 2022, from the Victoria office, #200 1627 Fort Street.

14. ADJOURNMENT

By general consent, the meeting was adjourned at 2:00 p.m.

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Peter Luckham, Chair

Certified Correct

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David Marlor/Recorder