



Executive Committee Minutes of Regular Meeting

- Date:** February 24, 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
Carmen Theil, Legislative Services Manager
Dilani Hippola, Senior Policy Advisor
Lisa Wilcox, Senior Intergovernmental Policy Advisor
Lori Foster, Executive Coordinator/Recorder
- Others:** (1) attendee was present for the morning portion of the meeting

1. CALL TO ORDER

At 9:05 a.m., Chair Luckham called the meeting to order stating gratitude to live and work in Coast Salish First Nations traditional and treaty territory.

All participants attended electronically, the meeting was recorded and live-streamed.

2. RISE AND REPORT

Chair Luckham reported from the February 3, 2021 closed session that the December 16, 2020 in-camera minutes were adopted.

3. APPROVAL OF AGENDA

By general consent, Executive Committee agreed to address agenda items 5.2 and 5.3 toward the end of the meeting.

3.1 Introduction of New Items

By general consent, correspondence re: J. Eastick dated February 14, 2021 was circulated as a late item and deferred for consideration to the March 8th Executive Committee meeting.

3.2 Approval of Agenda

By general consent, the agenda was approved as presented.

3.2.1 Agenda Context Notes - For information.

4. ADOPTION OF MINUTES

4.1 February 3, 2021 Executive Committee draft minutes

By general consent, the February 3, 2021 Executive Committee draft 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 gave verbal updates on the following:

- CAO FUAL item 3. Forest protection upcoming meetings and delegation at Trust Council,
- Recap of the joint Executive Committee/Bowen Council joint meeting yesterday,
- The status of the two-year work on last term's legislative changes to the *Islands Trust Act*.

Chair Luckham requested that, unless there were urgent FUAL updates which needed to be heard from the Directors, that the Executive Committee move the agenda forward.

There were no further questions or discussion on the FUAL.

5.2 Local Trust Committee Chair Updates

Addressed after item 7.11.2

5.3 Islands Trust Conservancy Liaison Update

Addressed after item 7.11.2 and the lunch break.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Bowen Island Municipality - LUB Amendment Bylaw No. 530 - RFD

Director of Local Planning Services (DLPS) Marlor spoke to the land use bylaw amendment which removes prohibition on the sale of cannabis.

EC-2021-023

It was Moved and Seconded,

THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 530 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 530, 2020” is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

6.2 Galiano Island Local Trust committee Bylaw No. 275 (OCP) amendment - RFD

Vice Chair Rogers spoke to the bylaw amendment which removes the local trust committee’s ability to grant temporary use permits for short term vacation rentals (STVR) making it legal to only run STVR’s as a home occupation and spoke to the extensive community consultation which informed this work.

EC-2021-024

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 275, cited as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 1, 2020” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.3 Mayne Island Local Trust Committee Bylaw No. 177 (OCP) and Bylaw No. 178 (LUB) amendments - RFD

Vice Chair Rogers spoke to the Cotton Park rezoning file and First Nations referrals and engagement with elder knowledge keepers regarding this culturally significant place.

EC-2021-025

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 177, cited as “Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 1, 2019” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2021-026

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 178, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2019” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.4 Saturna Island Local Trust Committee Bylaw No. 132 (OCP amendment) - RFD

Vice Chair Patrick spoke to the official community plan (OCP) amendment which adds language to the OCP with First Nations place and context.

EC-2021-027

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 132, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 2, 2020” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

It was not noted in the report; however, Senior Intergovernmental Policy Advisor (SIPA) Wilcox was involved in the crafting of language.

6.5 Saturna Island Local Trust Committee - Bylaws No. 129 (OCP) & 130 (LUB) amendments - RFD

Vice Chair Patrick said these changes are a housekeeping item to reflect the National Park zoning that has been an outstanding item.

EC-2021-028

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 129, cited as “Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 1, 2020” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2021-029

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 130, cited as “Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2020” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.6 North Pender Island Local Trust Committee Bylaw No. 202 (LUB) amendment - RFD

Vice Chair Patrick spoke to the bylaw amendment which resolves zoning on a commercial property and adds a covenant.

Discussion was heard on the time gap in the readings of the bylaw, that this was one of the properties that was identified for the Waste Management Project from years ago.

Director of Local Planning Services (DLPS) Marlor will circulate covenant information to Executive Committee.

EC-2021-030

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 202, cited as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 1, 2016”, in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7. TRUST COUNCIL MEETING PREPARATION

7.1 March 9-11 Trust Council agenda and schedule

Amend the schedule as follows:

- Add consent agenda items to the Regional Planning Committee and Financial Planning Committee sessions.
- Extend the adjournment time on March 11 to read 4:30 pending, Chair will message trustees to keep their schedule free to accommodate this time.

Forward as amended.

7.2 Policy Statement Amendment Project Trust Council Discussion Session (March 2021) – Briefing

Director of Trust Area Services (DTAS) Frater introduced the item.

Discussion followed on:

- The session as a workshop,
- DTAS Frater, Chair Luckham and Trust Programs Committee Chair Morrison to confer before the session to discuss session facilitation,
- Giving more time to the trustee request for decision (RFD) items.

The meeting recessed for a break at 10:33 a.m. and reconvened at 10:45 a.m.

Amend the session outline as follows:

- Change Session 2 wrap-up to ½ hour after lunch break,
- Move remaining items up,
- Change break to 3:45 p.m.,
- Trustee RFD session from 4:00 p.m. to 5:00 p.m.

Forward as amended.

7.2.1 Trustee Wright - RFD – Forward as presented

7.2.2 Trustee Rogers - RFD

Fix spelling error on page 288 of the agenda package from Da Frontenac to Da Fonseca.

Forward as amended.

7.3 Delegation Requests

7.3.1 IMERSS Delegation Request and Presentation – Forward as presented

7.3.2 BC Organic Extension Request and Presentation – Forward as presented

7.3.3 Rodenticide Free BC Request and Presentation – Forward as presented

7.3.4 Raincoast Conservation Request and Presentation – Forward as presented

7.3.5 Gulf Islands Alliance Request – Forward as presented

It was noted that Gulf Islands Alliance will not present a Power Point and are speaking in support of the Raincoast Conservation delegation.

7.3.6 M. Sketch Request and Submission

Executive Committee discussed Appendix 2 of the submission as being offensive toward staff and that it be amended before being forwarded to Trust Council.

EC-2021-031

It was Moved and Seconded,

That Executive Committee ask staff to communicate to the delegate, Mr. Sketch, in reviewing your submission we request that Appendix 2 be removed and the 5th paragraph referencing Appendix 2 also be removed if you wish to speak to Council, that the remarks are less than respectful to staff.

CARRIED

7.4 Executive

7.4.1 Minutes from December Trust Council – Forward as presented

7.4.2 Trust Council Follow-up Action List – Forward as presented

7.4.3 Strategic Plan Quarterly Update

Amend:

- Under the comments sections, link local trust committee work to the Strategic Plan,
- Reference budget items in 5, 12, and 15.
- Remove remarks on item 5 and make consistent throughout.

Forward as amended.

7.4.4 Continuous Learning Plan

EC-2021-032

It was Moved and Seconded,

That Executive Committee add Coast Guard oil spill response as a Continuous Learning item for June 2021 Trust Council.

CARRIED

Forward as amended.

7.4.5 Executive Committee Work Program Report – Forward as presented

7.4.6 Chief Administrative Officers Report – Forward

Vice Chair Patrick suggested replacing “aware”, in the first sentence, with “declared” and in the second paragraph, note the 3 month transition to in-person meetings when the Ministerial order lifts.

CAO Hotsenpiller received the suggestions.

7.4.7 Amendments to the 2018-2022 Strategic Plan – RFD – Forward as presented

7.4.8 Islands Trust Reconciliation Report 2019-2021 – Briefing

SIPA Wilcox will update the report with items as noted in today’s discussion regarding Mayne and Saturna bylaw engagements.

Forward as amended.

7.5 Select Committee Report

7.5.1 Chair's Report

Amend title of report to read “Chair of the Governance and Management Review Select Committee Report” and replace ad hoc with Select Committee throughout.

Forward as amended.

7.6 Trust Area Services

7.6.1 Trust Programs Committee Work Program Report – Forward as presented

7.6.2 Legislative Monitoring Briefing – Forward as presented

7.6.3 Policy Directions Survey Results - Briefing – Forward as presented

7.6.4 Trust Area Services Directors Report – Forward as presented

7.6.5 Islands Trust Conservancy Report – Forward as presented

7.7 Local Planning Services

7.7.1 Local Planning Services Director's Report

Amend report to clarify Contaminate Sites Regulations and fix graphic.

Forward as amended.

7.7.2 Regional Planning Committee Work Program – Forward as presented

7.7.3 Local Planning Services Renewal Status Report – Briefing – Forward as presented

7.7.4 Bylaw Compliance and Enforcement Statistics Report – Briefing – Forward as presented

7.8 Financial Planning Committee

In his pre-Trust Council message to trustees, Chair Luckham will note the budget is being presented a bit differently and will suggest how readers may approach the reports as sequenced.

By general consent, all items from 7.8.1 to 7.8.8, inclusive, be forwarded as presented.

7.8.1 Director of Administrative Services Report

7.8.2 Financial Planning Committee Work Program Report

7.8.3 December 31, 2020 Third Quarter Financial Report - RFD

7.8.4 Required Minimum Surplus Balance Islands Trust and Motion - Trustee RFD

7.8.5 Proposed 2021/22 Budget Session Outline

7.8.6 Financial Planning Committee Recommended 2021/22 Budget

7.8.6.1 2021/22 Draft Budget Assumptions and Principles - Briefing

7.8.6.2 FPC Recommended 2021/22 Budget Overview and Highlights - Briefing

7.8.6.3 FPC Recommended Changes to the 2021/22 Budget - Briefing

7.8.6.4 Islands Trust Conservancy Budget Request

7.8.6.5 Local Trust Committee Project Requests >\$5,000

7.8.6.6 Strategic Plan Projects and Staffing Requests

7.8.6.7 SSI LTC - SSIWPA Special Tax Requisition - RFD

7.8.6.8 2021/22 Budget Pre-FPC Amendments

7.8.6.8.1 Business Cases for Removed Projects

7.8.6.9 Public Feedback on Draft 2021/22 Budget - Briefing

7.8.7 Bylaw No. 181 Financial Plan Bylaw 2021/22 - RFD

7.8.8 Bylaw No. 182 Revenue Anticipation Borrowing Bylaw - RFD

7.9 Trustee Summary Updates

7.9.1 BC Ferries Advisory Committee Chairs Update – Forward as presented

7.9.2 Trustee Johnston re: Lasqueti Archaeology Project - Summary update – Forward as presented

7.10 Trust Council Priorities Chart – Forward as presented

7.11 Correspondence

7.11.1 Trustee Johnston re: Model Fees Bylaw – Briefing

Remove the word “fees” from the title.

Forward as amended.

7.11.2 F. Carlin re: Support for Ganges Village Planning and Climate Action in Island's Trust Proposed Budget and Policy Statement dated February 5, 2021 – Forward as presented

By general consent, item 5.2 was addressed next.

5.2 Local Trust Committee Chair Updates

Chairs of their local trust committees gave verbal updates on recently attended meetings.

It was heard:

- The Capital Regional District (CRD) has secured a substantial grant for the Miners Bay to Village Bay multi-use trail on Mayne Island,
- Consideration for First Nations timelines regarding engagement and referrals in light of the Snuneymuxw’s request to engage after 3rd reading had been give to an affordable housing project on Gabriola Island,
- A subdivision referral on James Island will be heard at the North Pender LTC meeting,
- Bowen Island Municipality (BIM) repealed a number of local trust committee bylaws,
- Change and development in Snug Cove is ongoing and clearing of trees for development,
- A shortage of conclusions coming out of the Oceans Protection Plan Sessions including addressing anchorages and oil spill prevention.

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

Chair Luckham welcomed those watching the meeting via livestream stating gratitude to live and work on Coast Salish First Nations traditional and treaty territory.

By general consent, item 5.3 was addressed next.

5.3 Islands Trust Conservancy Liaison Update

Vice Chair Fast noted the Islands Trust Conservancy Report on pages 751 and 752 of the agenda package are being forwarded to Trust Council.

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive - None

8.1.2 Trust Area Services - None

8.1.2.1 Islands 2050 (Policy Statement Amendment Project) Virtual Forum Update – BRF

DTAS Frater noted this is public engagement and trustees need to register to attend the Virtual Forum.

8.1.3 Local Planning Services - None

8.1.4 Administrative Services

8.1.4.1 Forecasted Overspending in Specific Areas – Briefing

Director of Administrative Services spoke the briefing as presented.

There were no questions.

8.2 Executive Committee Initiated

8.2.1 Executive - None

8.2.2 Trust Area Services - None

8.2.3 Local Planning Services

8.2.3.1 Request for Executive Committee Sponsorship of Development Application Fee – RFD

DLPS Marlor spoke to the request for sponsorship.

Discussion followed on the potential increased market value of the lots once rezoning was complete and that Mayne Island Housing Society is a not-for-profit group.

It was suggested that future sponsorship applications include sponsorship amounts-to-date reporting.

EC-2021-033

It was Moved and Seconded,

THAT the Executive Committee approve financial sponsorship of \$5500 for rezoning application MA-RZ-2020.1 which would amend both OCP/LUB to allow for subdivision to become two residential parcels and one multi-family development (provision of affordable housing).

CARRIED

8.2.4 Administrative Services

9. NEW BUSINESS

9.1 Executive/Trust Council - None

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

Chairs reported on local advocacy topics and recently attended meetings. Verbal updates were given on:

- The Salt Spring Island Climate Action Planning Group,
- Keats Island Conservancy Group,
- The Southern Gulf Islands Forum,
- Cape Roger Curtis Nature Reserve,
- Use of the Jam Board as a collaborative tool at meetings,
- Fiber optics coming to Thetis Island.

9.3 Local Planning Services - None

9.4 Administrative Services - None

10. CORRESPONDENCE (for information unless raised for action)

10.1 P. Retallack response to Chair letter re: Enhanced Islands Trust's Jurisdiction Over Tree Cutting dated Dec 6, 2020

Currently, the forestry file sits with Executive Committee and this correspondence will be logged accordingly.

10.2 Letter of Support for The Corporation of The City of Vernon dated January 13, 2021

Received for information.

10.3 Thetis LTC re: Funding to provide internet connectivity to all homes on Thetis Island dated February 8, 2021

Received for information.

10.4 TSB report on March 30, 2020 Plumber sound anchorage crash dated February 8, 2021

Chair Luckham will send a follow-up if a response has not been received by the end of March regarding Chair letters sent to Minister of Transport letters dated April 20, 2020 and January 19, 2021.

10.5 Tla'amin Nation Hegus John Hacket re: working together dated February 10, 2021

Received for information.

10.6 Letter of Support requested re: Songhees Development Corp. to Clean Coast/Waters Initiative Fund dated Feb 11, 2021

EC-2021-034

It was Moved and Seconded,

That the Executive Committee forward a letter of support as requested by the Songhees Development Corporation.

CARRIED

10.7 MP Weiler re: Abandoned Boats Program letter dated February 17, 2021

Received for information.

10.8 Conservancy Hornby Island re: join the movement for Pacific Herring email dated February 19, 2021

Received for information.

10.9 DFO re: 2020/21 Pacific Herring IFMP Approved email dated February 19, 2021

Received for information.

10.10 UBCM The Compass newsletter updates

EC-2021-035

It was Moved and Seconded,

That the UBCM compass newsletters be forwarded to trustees and that they be reminded to subscribe to the newsletter.

CARRIED

By general consent, forward TC agenda and Schedule as amended.

Digital raised hands will be used for voting at TC.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Forward to Trust Council as presented.

12. NEXT MEETING

The next Executive Committee business meeting is scheduled March 8, 2021 at 9:00 a.m. being held electronically.

13. CLOSED MEETING

At 1:37 p.m. the meeting was closed to the public.

EC-2021-036

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

At 2:39 p.m., the meeting was re-opened to the public, Chair Luckham will rise and report on the February 24th in-camera meeting at the March 8th EC meeting.

14. ADJOURNMENT

By general consent, the meeting was adjourned at 2:40 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/ Recorder