



Executive Committee Minutes of Regular Meeting

Date: April 13, 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) Boardroom
David Marlor, Director, Local Planning Services (DLPS)
Warren Dingman, Bylaw Compliance & Enforcement Manager
Clare Frater, Director, Trust Area Services
Lori Foster, Executive Coordinator/Recorder Boardroom

Others Present: No members of the public attended the webinar

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 9:03 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

Item 5.4., Gabriola Island Local Trust Committee Bylaw No. 311 was circulated as a late item and that typographical errors in the draft bylaw at 2.1 had been fixed.

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

For information.

3. ADOPTION OF MINUTES

3.1 March 23, 2022 draft minutes

Item 8.1.1.1 of the March 23 minutes, add “and next steps.” to end of second paragraph.

By general consent, the March 23, 2022, minutes were adopted as amended.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List/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:

- Meeting with ministry staff update on FUAL #2 Forestry protection,
- K’ómoks First Nation request for Guardian Watchman Program,
- Staffing updates with the departure of Regional Planning Manager Cermak and Senior Intergovernmental Policy Advisor Wilcox,
- Recent in-person engagement on islands for Phase 3 Policy Statement public engagement,
- Governance Report next steps for consideration at June Trust Council.

DLPS Marlor spoke to FUAL item #1, Policy Updates, on hold during transition from Director of Local Planning Services to Legislative Services Manager and items 2 and 3 will be pushed to May dates.

4.2 Local Trust Committee Chair Updates

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

Discussion followed on:

- Highlights from the recently held Association of Vancouver Island Coastal Communities (AVICC) conference attended by Chair Luckham and Vice-Chairs Patrick and Fast,
- Southern Gulf Islands Forum update hosted by Member of the Legislative Assembly (MLA) Olsen,
- Trust Programs Committee approving secretariat services funding requests.

The meeting recessed for a break at 10:41 a.m. and reconvened at 10:47 a.m.

4.3 Islands Trust Conservancy Liaison Update – None

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Denman Island Local Trust Committee Bylaw No. 240 (administrative)

DLPS Marlor introduced the request for decision, a bylaw to define procedures for submitting applications for siting and use permits.

EC-2022-050

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Denman Island Local Trust Committee Bylaw No. 240, cited as "Denman Island Local Trust Committee Siting and Use Permit Bylaw No. 240, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.2 Gambier Island Local Trust Committee Bylaw No. 156 (administrative)

DLPS Marlor introduced the request for decision (RFD).

Vice-Chair Fast provided background and summary of the fees bylaw.

EC-2022-051

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 156, cited as "Gambier Island Local Trust Committee Fees Bylaw, 2022", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.3 Salt Spring Island Local Trust Committee Bylaw No. 525 (LUB amendment)

DLPS Marlor introduced the request for decision (RFD), a site specific land use bylaw (LUB) amendment to permit an oversized boathouse and establish a setback from the natural boundary of the sea.

EC-2022-052

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 525, cited as "Salt Spring Island Land Use Bylaw No. 355, 1999, Amendment No. 2, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.4 Gabriola Island Local Trust Committee Bylaw No. 311 (administrative)

Vice-Chair Rogers spoke to the request for decision.

EC-2022-053

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 311, cited as "Gabriola Island Local Trust Committee Fees Bylaw, 2022", in accordance with Section 27 of the Islands Trust Act.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

Executive Committee discussed June Trust Council meeting preparation with regards to

- Addressing postponed Trust Council motion TC-2022-001,
- Running a possible election electronically for an "ad hoc" committee to review the Governance report received at March Trust Council,
- Communicating to and requesting trustees present requests for decision (RFDs) prior to the meeting,
- Presentation of the Policy Statement Phase 3 engagement report.

6.1 Executive - None

6.2 Local Planning Services - None

6.3 Administrative Services - None

6.4 Trust Area Services - None

7. EXECUTIVE COMMITTEE PROJECTS - None

7.1 Trust Council Initiated - None

7.1.1 Executive - None

7.1.2 Trust Area Services - None

7.1.3 Local Planning Services - None

7.1.4 Administrative Services - None

7.2 Executive Committee Initiated - None

7.2.1 Executive - None

7.2.2 Trust Area Services - None

7.2.3 Local Planning Services

7.2.3.1 Grant Application Cliffside Publishing - Saturna Trustee Middleton response email dated March 23, 2022

Executive Committee discussed the grant application and intake process.

EC-2022-054

It was Moved and Seconded,

That Executive Committee defer consideration of this grant request (Cliffside Publishing) and ask staff to bring all current grant requests together at a future meeting for consideration.

CARRIED

EC-2022-055

It was Moved and Seconded,

That Executive Committee request staff bring back an amendment to the History, Heritage and Conservation Grants-in-Aid Policy 2.1.14 regarding grant applications with indications about an intake period and maximum amount.

CARRIED

EC-2022-056

It was Moved and Seconded,

That Executive Committee direct staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the *Islands Trust Act*.

CARRIED

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

Vice-Chair Patrick could not join the boat excursion with Parks Canada regarding the carpet burweed removal project due to weather.

8.3 Local Planning Services - None

8.4 Administrative Services - None

9. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING - None

10. CORRESPONDENCE (for information unless raised for action)

10.1 P. Mertz re: Draft New Policy Statement email dated April 6, 2022

Item 10.1 was forwarded to Islands 2050 and posted to public correspondence on the website.

Received for information.

10.2 Trustee Johnston re: Select Committee on Governance review notice of meeting email dated April 3, 2022

Received for information.

10.3 Gulf Islands Alliance re: Governance Review letter dated March 29, 2022

By general consent, Executive Committee requests item 10.3 be added to June Trust Council correspondence.

Received for information.

10.4 J. Harris re: Citizen request that Islands Trust NOT be given Tree Bylaw Authority cc'd to Trustees email dated March 23, 2022

Received for information.

10.5 M. Dunn re: Trust Area Conservancies Joint Statement on the Draft Islands Trust Policy dated March 1, 2022

This correspondence was posted to the Islands 2050 webpage.

By general consent, send to all trustees via email.

10.6 R. da Silva re: delegation to Denman LTC and adequate housing letter dated January 18, 2022

By general consent, forward item 10.6 to Regional Planning Committee for consideration on its work in the housing area and to Islands 2050.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Received for information.

12. NEXT MEETING

The next Executive Committee meeting is scheduled to be held electronically, on May 4, 2022, beginning at 9:00 a.m.

13. CLOSED SESSION

At 11:48 a.m., the meeting was closed to the public.

EC-2022-057

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 3:26 p.m., the meeting was reopened to the public.

14. ADJOURNMENT

By general consent, the meeting was adjourned at 3:26 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator