



Executive Committee

Minutes of Regular Meeting

Date: December 14, 2022
Location: Islands Trust – Victoria Boardroom
200 - 1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair,
Tobi Elliott, Vice-Chair (electronic)
David Maude, Vice-Chair
Tim Peterson, Vice-Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO)
David Marlor, Director, Legislative Services (DLS) (electronic)
Stefan Cermak, Director, Planning Services (DPS) (electronic)
Clare Frater, Director, Trust Area Services (DTAS)
Narissa Chadwick, Planner 1, Southern Team (electronic)
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:12 a.m. stating gratitude to live and work on Coast Salish traditional and treaty territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items - None

2.2 Approval of Agenda

By general consent, the agenda was approved as presented.

At 9:14 a.m. Vice-Chair Maude joined the meeting, in-person, at the Victoria boardroom.

2.2.1 Agenda Context Notes

Attached for information as noted.

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

4. ADOPTION OF MINUTES

4.1 December 6, 2022 draft minutes

By general consent, the December 6, 2022 draft minutes were adopted as presented.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

Chief Administrative Officer (CAO) Hotsenpiller and directors reviewed their follow-up action list items as presented.

Discussion ensued on the following:

- Apprising the new term Trust Council on the status of Islands Trust tree-cutting authority project and in association with the Policy Statement amendment project,
- On-island meetings for Trust Council's June and September meetings.

By general consent, Chief Administrative Officer (CAO) Hotsenpiller to provide a summary of the tree-cutting authority project for the benefit of Trust Council.

EC-2022-160

It was Moved and Seconded,

That staff investigate Salt Spring Island and Gabriola Island as feasible locations for the June and September Trust Council meetings.

CARRIED

Discussion ensued, that Anne Kang has been appointed as the new Minister of Municipal Affairs taking over from Nathan Cullen. Executive Committee's (EC's) scheduled minister meeting (see item 8.2.1.2), is still on later this afternoon.

5.2 Local Trust Committee Chair Updates

Vice-Chair Peterson chaired his first Salt Spring Island Local Trust Committee (SS LTC) meeting yesterday noting technical problems with the electronic format for the first 20 minutes which delayed the meeting.

5.3 Islands Trust Conservancy (ITC) Liaison Update

Vice-Chair Elliott, EC's ITC representative, spoke to ITC's November 22, 2022, meeting where discussion regarding forthcoming budget requests and funding for First Nations engagement was heard.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Mayne Island LTC Bylaws No. 181, 182, and 183 – RFD

Island Planner Chadwick spoke to the draft bylaws as presented regarding a rezoning application from the Mayne Island Housing Society noting details in changing the land designation and the prescriptive covenant on the lots.

Vice-Chair Maude noted some neighbouring property owners were not supportive.

EC-2022-161

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 181, cited as "Mayne Island Official Community Plan Bylaw 144, 2007, Amendment No. 1, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2022-162

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 182, cited as “Mayne Island Housing Agreement Bylaw 182, 2022” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2022-163

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 183, cited as “Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2021” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

The meeting recessed for a break at 10:15 a.m. and reconvened at 10:20 a.m.

7. TRUST COUNCIL MEETING REVIEW / PREPARATION

7.1 Executive

EC discussed item 7.1.1.1 before item 7.1.1

7.1.1.1 Trustee Borthwick re: observations of Trust Council letter dated December 9, 2022

Executive Committee (EC) thanked Trustee Borthwick for sending the letter.

Discussion about orientation sessions as a historical and public facing process ensued and, holding continuous learning sessions outside of Trust Council time.

7.1.1 Roundtable Review of December's Trust Council Meeting

Executive Committee (EC) verbally reviewed December’s Trust Council electronic meeting noting this was new term’s first fully electronic format.

Comments followed that:

- The meeting was organized to focus on orientation and budget including presentations from Young Anderson Lawyers and Eli Mina Parliamentarian.
- Council raised new business on the last day stretching the schedule’s timing.
- Orientation modules deferred due to Councils’ desire to engage in discussions regarding budget and bylaw enforcement.
- Consideration that extending the schedule on Thursday to allow for more time to discuss new business.
- The chat function was turned off and feedback received to allow for participants to be able to contact the meeting host.

- In-person meeting dynamics versus electronic meeting dynamics with a preference for in-person formats for discussion purposes and face-to-face connections.

By general consent, Executive Committee addressed item 8.2.1.2 next to accommodate Vice-Chair Maude who would be leaving the EC meeting early to chair a short Saturna Island Local Trust Committee Special meeting.

8.2.1.2 Meeting with Minister Kang – Briefing

EC discussed, with staff, the briefing as presented. A PowerPoint was reviewed for consideration to present to new Minister Kang titled “Islands Trust Overview” updated December 2022.

Vice-Chair (VC) Maude left the meeting at 11:20 a.m. Executive Committee will continue discussion on item 8.2.1.2 after VC Maude returns.

7.1.2 Trust Council Orientation Follow-up

Chief Administrative Officer (CAO) Hotsenpiller noted (Executive Committee) EC is the holder/planner of Trust Council (TC) meetings.

Comments followed on how to provide the orientation sessions which were deferred from the December TC meeting and, moving into development of this term’s strategic plan through values and common interests’ discussion and budget consideration.

It was noted that strategic planning sessions would start at June Trust Council, to dovetail with the cycle of budget development.

Discussion to survey trustees regarding continuous learning items and revisit the current continuous learning list was heard.

EC-2022-164

It was Moved and Seconded,

That Executive Committee direct staff that the remaining orientation sessions be delivered online between now and March and that reconsideration be made for future training once orientation is concluded.

CARRIED

By general consent, Executive Committee addressed item 8.2.1.1 next.

8.2.1.1 Executive Committee Training – Discussion

CAO Hotsenpiller spoke to the toolkit enclosed in the agenda. Investing in the Council Committee system to elevate their performance.

Vice-Chair Maude returned to the meeting at 12:07 p.m.

EC-2022-165

It was Moved and Seconded,

That Executive Committee request staff provide recommendation with respect to Executive Committee and council committee training sessions.

CARRIED

The meeting recessed for lunch at 12:15 p.m. and reconvened at 12:45 p.m.

Executive Committee continued with Minister Kang meeting discussion logistics.

8.2.1.2 Meeting with Minister Kang – Briefing

Executive Committee discussed presentation logistics that Chair Luckham would lead discussion regarding some of the following issues to address with the minister at today's electronic meeting scheduled to be held electronically at 2:00 p.m.:

- Increasing provincial funding in light of application fee increases,
- Reconciliation,
- Highlight today's news release regarding Link Island donation to the Islands Trust Conservancy.

Minister Kang will also be hosting introductions to municipalities Friday, December 16th, at 3:00 p.m. where Chair Luckham and DTAS Frater will attend.

- 7.2 Local Planning Services - None**
- 7.3 Administrative Services - None**
- 7.4 Trust Area Services - None**
- 8. EXECUTIVE COMMITTEE PROJECTS - None**
 - 8.1 Trust Council Initiated - None**
 - 8.1.1 Executive - None
 - 8.1.2 Trust Area Services - None
 - 8.1.3 Local Planning Services - None
 - 8.1.4 Administrative Services - None
 - 8.2 Executive Committee Initiated**
 - 8.2.1 Executive
 - 8.2.1.1 Executive Committee Training – Discussion
Addressed earlier.
 - 8.2.1.2 Meeting with Minister Kang – Briefing
Addressed earlier.
 - 8.2.2 Trust Area Services

8.2.2.1 AVICC/UBCM Resolution Selection - RFD

By general consent, this item was deferred to the next meeting Executive Committee business meeting.

8.2.2.2 Background on San Juan County Relationship – Briefing

By general consent, this item was deferred to the next meeting Executive Committee business meeting.

8.2.2.3 Delegation Letters - Discussion

By general consent, this item was deferred to the next meeting Executive Committee business meeting.

8.2.3 Local Planning Services - None

8.2.4 Administrative Services - None

9. **NEW BUSINESS - None**

9.1 **Executive/Trust Council - None**

9.2 **Trust Area Services - None**

9.2.1 LTC Chairs Report on Local Advocacy Topics - None

9.3 **Local Planning Services - None**

9.4 **Administrative Services - None**

10. **CORRESPONDENCE (for information unless raised for action)**

10.1 **Winter 2023 Oceans Protection Plan (OPP) Dialogue Forum, February 22-23, 2023**

Discussion ensued regarding attending the OPP forum.

EC-2022-166

It was Moved and Seconded,

That Executive Committee endorse the chair and staff attending the OPP 2023 Ocean Protection Plan Forum and supply speaking notes and seek funding for attendance.

CARRIED

EC-2022-167

It was Moved and Seconded,

That Executive Committee ask staff to write to the OPP Dialogue Forum asking for inclusion of anchorages and vessel traffic management on the agenda.

CARRIED

EC-2022-168

It was Moved and Seconded,

Executive Committee request that staff poll trustees to see if any trustees would be interested in attending the Winter 2023 Oceans Protection Plan Dialogue Forum, February 22-23, 2023.

CARRIED

10.2 **MLA Olsen email dated December 2, 2022 re: Letter from Chair Luckham to Minister Rankin request for affordable housing solutions**

Received for information.

10.3 SCRD request letter of support re: UBCM CEPF Disaster Risk Reduction Grant

EC-2022-169

It was Moved and Seconded,

That Executive Committee request staff write a letter of support under the Chair's signature re agenda item: 10.3 Sunshine Coast Regional District (SCRD) request letter of support re: Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction Grant.

CARRIED

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 January 11, 2023 beginning at 9:00 a.m.

13. CLOSED SESSION (scheduled)

At 1:08 p.m. the meeting was closed to the public.

EC-2022-170

It was Moved and Seconded,

That the Executive Committee close this meeting to the public subject to Section 90(1)(a) and (c) of the Community Charter in order to consider matters related to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Islands Trust and labour relations or other employee relations and that staff be invited to remain in the meeting.

CARRIED

At 1:53 p.m., the meeting was reopened to the public.

14. ADJOURNMENT

By general consent, the meeting was adjourned at 1:53 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder