Executive Committee
Minutes of Regular Meeting

Date: **March 7, 2023**
Location: **Coast Bastion Hotel**
Quadra Room, 2nd Floor
11 Bastion Street, Nanaimo BC

Members Present: **Peter Luckham, Chair, Thetis Trustee**
Tobi Elliott, Vice-Chair, Gabriola Trustee
David Maude, Vice-Chair, Mayne Trustee
Timothy Peterson, Vice-Chair, Lasqueti Trustee

Staff Present **Russ Hotsenpiller, Chief Administrative Officer (CAO)**
David Marlor, Director, Legislative Services (DLS)
Clare Frater, Director, Trust Area Services (DTAS)
Stefan Cermak, Director, Planning Services (DPS)
Lori Foster, Executive Coordinator/Recorder

Others Present: **None**

1. CALL TO ORDER

The meeting was called to order at 10:02 a.m. Chair Luckham gave a territorial acknowledgement and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

Chair Luckham acknowledged receipt of late item correspondence circulated to Executive Committee for forwarding to Trust Council.

2.2 Approval of Agenda

By general consent, the agenda was approved as presented.

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

4. ADOPTION OF MINUTES

4.1 February 13th Executive Committee draft minutes

By general consent, the February 13th Executive Committee draft minutes were adopted as presented.

4.2 **February 22nd Executive Committee draft minutes**

By general consent, the February 22nd Executive Committee 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 gave status updates on FUAL items and spoke to the following:

- Strategic Plan process updates and a corporate plan proposal under review by the Governance Committee and a Financial Planning Committee working group,
- A full day of training for chairs of committees with Lisa Zwarn in progress,
- Annual report work in progress,
- Staffing updates, vacancies and turnover.

5.2 **Local Trust Committee Chair Updates** – None
5.3 **Islands Trust Conservancy Liaison Update** - None

6. BYLAWS FOR APPROVAL CONSIDERATION - None

7. TRUST COUNCIL MEETING PREPARATION - None

7.1 **Executive** - None
7.2 **Local Planning Services** - None
7.3 **Administrative Services** - None
7.4 **Trust Area Services** - None
7.5 **Trustee Updates** - 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** - None
8.2.1 Executive - None
8.2.2 Trust Area Services - None
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)

By general consent, forward items 10.2 to 10.9 to Trust Council.

10.1 M. Gang re: in camera meeting with the Minister of Municipal Affairs letter dated February 17, 2023

It was noted the province did respond to M. Gang's correspondence informing the writer on meetings processes.

By general consent, Director of Legislative Services (DLS) Marlor will respond to M. Gang.

10.2 Xwe-etay/Lasqueti Archaeology Project Report to Trust Council March 2023
10.3 Salt Spring Island Water Preservation Society letter dated February 17, 2023
10.4 D. Rapport email dated February 21, 2023 re: Funding for SSIWPA
10.5 J. Margison re: updated report on trucking of freshwater to the Gulf Islands February 2023
10.6 R. Schuster re: Report "Carbon and Biodiversity Mapping and Assessment for the Islands Trust Area" from 2014 letter dated February 28, 2023
10.7 D. Rogers re: Correspondence to Trustees letter dated March 6, 2023
10.8 McKechnie & Elkington re: NAV CAN Flight Path letter dated March 6 2023
10.9 E. Dishoeck re: Flight path changes proposed by NAV CAN letter dated March 6, 2023

11. WORK PROGRAM

11.1 Review and amendment of current work program - None

12. NEXT MEETING

The next Executive Committee meeting is scheduled to be held electronically on March 22, 2023, from the Victoria office boardroom, 1627 Fort Street.

13. CLOSED MEETING - None

14. ADJOURNMENT

By general consent, the meeting was adjourned at 10:40 a.m.

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Peter Luckham, Chair

Certified Correct

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Lori Foster, Executive Coordinator