



Executive Committee Minutes of Regular Meeting

- Date:** May 5, 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
Lisa Wilcox, Senior Intergovernmental Policy Advisor
Dilani Hippola, Senior Policy Advisor (joined for item 7.1.2.1)
Mark van Bakel, Information Services Manager (joined for item 7.1.1.1.)
Lori Foster, Executive Coordinator/Recorder
- Others:** One member of the public attended the meeting

All participants attended the meeting electronically via Zoom. The meeting was live-streamed and recorded. The public could view and attend the meeting via web links which were posted on the www.islandstrust.bc.ca website.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:00 a.m. and stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory. He noted today was Red Dress Day, designated to raise awareness about Missing and Murdered Indigenous Women and Girls and The Calls for Justice.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add the following items:

- item 9.10 Western Canada Marine Response Corporation invitation dated April 14, 2021
- an early recess for lunch at 11:00 a.m., that Vice-Chair Rogers may attend the Short-Term Rentals Advisory Group meeting and reconvene at 12:00 p.m.

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes – None

3. ADOPTION OF MINUTES

3.1 April 14, 2021 draft minutes

By general consent, the April 14, 2021, minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

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

Staff provided updates on outstanding FUAL items and gave verbal updates on the status of committee projects, staffing, and recently attended meetings.

4.2 Local Trust Committee Chair Updates

Local Trust Committee (LTC) chairs provided verbal updates on recently attended LTC meetings, the status of current applications and projects, other meetings and current events.

4.3 Islands Trust Conservancy Liaison Update

Islands Trust Conservancy Vice-Chair Fast noted the Heron newsletter was being published more frequently.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Thetis Island LTC Bylaw No. 108 (OCP amendment)

Chair Luckham spoke to the official community plan (OCP) amendment to establish a new development permit area in a strata subdivision (Ralston Creek) in accordance with the Riparian Areas Protection Regulation (RAPR).

EC-2021-066

It was Moved and Seconded,

That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 108, cited as “Thetis Island Official Community Plan, 2011, Amendment No. 1, 2020” in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

5.2 Thetis Island LTC Bylaw No. 109 (LUB amendment)

As presented, the land use bylaw (LUB) amendment associated with OCP amendment, Bylaw No. 108.

EC-2021-067

It was Moved and Seconded,

That the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 109, cited as "Thetis Island Land Use Bylaw, 2011, Amendment No. 1, 2020" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 Draft Trust Council June Schedule – Discussion

Executive Committee (EC) discussed the draft schedule and made comments regarding:

- the delegations and town hall session,
- the Policy Statement Amendment draft bylaw writing process in relation to June Trust Council,
- Director Frater's proposed draft schedule to review the draft Policy Statement first reading e.g. May 14 Trust Programs Committee (TPC) meeting, June 15 proposed special TPC meeting, July 8 Special Trust Council meeting,
- inclusion of the Coast Guard as a Continuous Learning session.

6.1.2 Review of Legal Services Policies - Briefing

Legislative Service Manager (LSM) Thiel spoke to the briefing.

Vice Chair Rogers will share comments with LSM Thiel off-line, this item will be brought back to the May 26th Executive Committee meeting for consideration to bring to Trust Council.

The meeting recessed for an early lunch at 11:00 a.m. and reconvened at 12:00 noon.

6.1.3 Amendments to Trust Council Policy 2.3.1 Council Committee System – RFD

LSM Thiel spoke to the request for decision (RFD), which includes proposed changes to committee meeting frequency from 4 to 6; define a committee meeting quorum per Meeting Procedure Bylaw No. 101, and status of Trust Council (TC) Chair as ex-officio re: quorum and voting membership to be reviewed.

Discussion followed on:

- appointment of Select Committee members by Trust Council,
- discouraging recess of meeting to a following or later date,
- approved committee meeting expense account, new meetings unaccounted for,

- regarding ex-officio status, leave as status quo with clearer definition.

EC-2021-068

It was Moved and Seconded,

That Executive Committee request staff to prepare suggested language in Policy 2.3.1 to set out requirements for ad hoc or Select Committees including, a requirement that members are voted in by Trust Council.

CARRIED

6.2 Local Planning Services - None

6.3 Administrative Services - None

6.4 Trust Area Services - None

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

By general consent, item 7.1.2. / 7.1.2.1 was addressed next.

7.1.2 Trust Area Services

7.1.2.1 First Draft of New Policy Statement Bylaw – Briefing

Senior Policy Advisor Hippola and Senior Intergovernmental Policy Advisor Wilcox introduced the briefing which contained the first draft of the proposed Policy Statement bylaw. There will be a number of re-drafts before first reading.

SIPA Wilcox spoke to meetings and engagement with First Nations included a recent meeting with W̱SÁNEĆ Leadership Council regarding the Policy Statement.

Comments from Executive Committee will be individually submitted by May 9th deadline for May 14th Trust Programs Committee meeting.

Chair Luckham returned to item 7.1.1. / 7.1.1.1.

7.1.1 Executive

7.1.1.1 Review of options to provide hybrid, live, and electronic local trust committee meetings – Briefing

CAO Hotsenpiller spoke to the briefing and the interactive meeting options as presented.

Information Services Manager (ISM) van Bakel reviewed the connectivity package for local trust committee (LTC) portable use, as contained in the agenda, and spoke to the need for connectivity including new technology such as Star Link.

Discussion was heard that a full-time equivalent (FTE) job may be considered to run fully electronic roving LTC meetings.

CAO Hotsenpiller will write the briefing as a request for decision to bring to Trust Council.

7.1.3 Local Planning Services - None

7.1.4 Administrative Services- None

7.2 Executive Committee Initiated

7.2.1 Executive - None

7.2.2 Trust Area Services - None

7.2.3 Local Planning Services

7.2.3.1 Local Government Development Approval Program Grant Application - RFD

Director of Local Planning Services (DLPS) Marlor spoke to the request for decision as presented.

Chief Administrative (CAO) Hotsenpiller will inform the Select Committee that some grant funds would be directed toward that project, if awarded.

DLPS Marlor asked Executive Committee to provide further comments by email today, before the application deadline.

EC-2021-069

It was Moved and Seconded,

That the Islands Trust Executive Committee supports the Islands Trust "Development Applications Service Delivery and Technology Improvement Initiative" application under the Union of British Columbia Municipalities (UBCM) Local Government Approval Program, and supports staff providing overall management of the grant.

CARRIED

7.2.4 Administrative Services - None

The meeting recessed for a break at 1:55 p.m. and reconvened at 2:01 p.m.

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 Government of Canada's Nature Smart Climate Solutions Fund

Vice-Chair Patrick spoke to this federal grant opportunity which was brought to her attention by Dr. Briony Penn and Dr. Tara Martin of the Ecological Research Network based on Salt Spring Island.

EC-2021-070

It was Moved and Seconded,

That the Executive Committee direct staff to investigate the benefits and opportunities for the Islands Trust to cooperate with others in the anticipated Fall 2021 grant intake for the Government of Canada Nature Smart Climate Solutions Fund.

CARRIED

8.1.2 Council Quorum – Discussion

Chair Luckham discussed recent and upcoming meetings where council committees have invited other committees to attend their meetings creating a quorum of Trust Council.

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

Vice-Chair Patrick said there were discussions with some southern Gulf Islands trustees and Member of Parliament Olsen regarding the speculation tax and housing authorities.

Vice-Chair Fast noted Trustee Critchley will be raising concerns regarding shoreline debris at the next Baynes Sound Forum due to recent letters received by the Denman Island Local Trust Committee.

8.3 Local Planning Services - None

8.4 Administrative Services – None

9. CORRESPONDENCE

9.1 Ombudsperson Quarterly Report: October 1 - December 31, 2020

Received for information.

9.2 C. Peters re: Human Sex Trafficking correspondence dated February 16, 2021

This correspondence was not attached to the agenda package and was circulated as a late item. Received for information.

9.3 D. Kelly, Director, Forestry Tenures Branch (FLNRORD) response to Chair letter dated July 30, 2020 re: PMFLA amendments

Received for information.

9.4 Minister Heyman email response dated April 19, 2021, re: rodenticide free British Columbia

Received for information.

9.5 C. Miller re: Bowen Island cidery temporary use permit letter dated April 25, 2021

Discussion regarding C. Miller's request as contained in the correspondence ensued.

EC-2021-071

It was Moved and Seconded,

That the Chair work with Director of Local Planning Services Marlor to respond to Christine Miller's correspondence.

CARRIED

9.6 City of Victoria to UBCM members re: support hospitality workers letter dated March 31, 2021

Received for information.

9.7 City of Penticton to UBCM members re: Use of Provincial Paramourncy to undermine local government bylaws letter dated April 13, 2021

Executive Committee discussed paramourncy has occurred within the Islands Trust and to be aware of this.

9.8 Vancouver Island Economic Alliance updates correspondence dated April 19, 2021

Received for information.

It was noted that the Rural Islands Economic Partnership is the Gulf Islands regional equivalent.

9.9 Response re: Request to extend consultation for VQO Sunshine Coast Natural Resource District dated April 28, 2021

Chair Luckham noted this item is resolving itself through the response received.

9.10 Western Canada Marine Response Corporation invitation dated April 14, 2021

Vice-Chair Rogers forwarded this email to the Galiano Local Trust Committee and is on the email list to receive information.

Director of Trust Area Services will investigate staff availability and respond to the invitation as presented.

10. WORK PROGRAM

10.1 Review and amendment of current work program

Received for information.

11. NEXT MEETING

The next Executive Committee meeting is scheduled for May 26, 2021, at 9:00 a.m., to be held electronically.

12. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING - None

13. CLOSED MEETING

At 2:30 p.m. the meeting was closed to the public

EC-2021-072

It was Moved and Seconded,

That the Executive Committee close this meeting to the public subject to Section 90(1)(k) and (g) of the Community Charter in order to consider matters related to negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public and; litigation or potential litigation affecting the municipality and that staff be asked to remain in the meeting.

CARRIED

At 3:10 p.m. the meeting was reopened to the public.

14. ADJOURNMENT

By general consent, the meeting was adjourned at 3:10 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator