



Executive Committee Minutes of Regular Meeting

Date: January 30, 2019
Location: Oak Bay Community Centre
Small Lounge
1975 Bee Street, Victoria BC V8R 5E6

Members Present: Peter Luckham, Chair
Dan Rogers, Vice Chair
Laura Patrick, Vice Chair
Sue Ellen Fast, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services arrived at 12:05 PM
Lori Foster, Executive Coordinator/Recorder

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:55 AM acknowledging it was being held on Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add to the agenda:

- 6.2 March Trust Council Schedule
- 4.3 Islands Trust Conservancy update
- 8.5 BC Ferries re: Trustee Stamford email
- 8.6 Northern Office locations
- 8.7 Executive/Trustee liaison
- 8.8 Request for letter of support for 2019 Rural Islands Economic Summit proposal
- 11.4 Correspondence from Sea to Sky Clean Air Society

2.2 Approval of Agenda

By General Consent, the agenda was adopted as amended.

3. ADOPTION OF MINUTES

3.1 December 12, 2018

By General Consent, the December 12, 2018 minutes were adopted as presented.

3.2 December 20, 2018

By General Consent, the December 20, 2018 minutes were adopted as presented.

3.3 January 15, 2019

By General Consent, the January 15, 2019 minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff reviewed their action items and gave updates.

Discussion on council committees ensued. In general, comments were heard on electronic attendance and remuneration.

EC-2019-005

It was Moved and Seconded,

That the Executive Committee ask staff to come back with a report on council committee options to bring to Trust Council.

CARRIED

Discussion was heard on First Nations reconciliation and next steps moving forward after receipt of the Local Trust Committee First Nation binders at January Trust Council.

EC-2019-006

It was Moved and Seconded,

That the Executive Committee request staff bring back options for First Nations engagement, next steps and reconciliation.

CARRIED

4.2 Director/CAO Updates

Staff verbally updated the Executive Committee on recent issues, events, projects and meetings.

Director Marlor spoke on the *Water Sustainability Act* regarding applications and proof of water required by the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) and stated he will be working on a terms of reference.

Director Frater talked about a possible protocol agreement with FLNRORD and harmonization between levels of government.

Discussion on Trust Council's request that the Executive Committee work with regional districts to advocate for solar energy.

By General Consent, staff were requested to bring a briefing to Executive Committee on solar co-ops and net metering with regards to Trust Council requests on this item.

4.3 Local Trust Committee Chair Updates

Chairs of their local trust committees reviewed recently attended meetings and arising issues.

Vice Chair Fast said the Islands Trust Conservancy will be providing with FPC with a budget request for more funds to hold meetings and travel for a new fundraising advisory committee.

5. BYLAWS FOR APPROVAL CONSIDERATION

5.1 Bowen Island Municipality Bylaws No. 473 LUB & 474 OCP

Director Marlor spoke to the bylaw amendments which are coming to Executive Committee after first reading and before public hearing.

EC-2019-007

It was Moved and Seconded,

That the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 474, cited as "Bowen Island Municipality Official Community Plan Amendment Bylaw No. 474, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

EC-2019-008

It was Moved and Seconded,

That the Executive Committee advise Bowen Island Municipality that Bylaw No. 473 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 473, 2018" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

Director Marlor will provide Vice Chair Fast with our First Nations engagement process regarding bylaws including Council policy 6.1.1 regarding engagement.

6. TRUST COUNCIL MEETING PREPARATION

6.1 Post January Trust Council

6.1.1 January 2019 Trust Council Decision Highlights

By General Consent, the Executive Committee directed staff to amend the January Decision Highlights as follows:

- Remove bullet number two from Business Decision Items,
- Add news release citation regarding Islands Trust to the end,
- Remove the words "as a family" and,
Distribute the Decisions Highlights to subscribers as amended.

6.1.2 Round table

Review of January Trust Council by Executive Committee was heard.

Overall, the venue accommodations were acceptable, the food was deemed average but two full days of meeting was not a conducive format for Trust Council, a departure from past meeting schedules which were broken up over three days.

6.2 Trust Council March Draft Schedule

By General Consent, staff were requested to add Strategic Planning to Wednesday morning, extend the budget session on Tuesday, allow for CAO Hotsenpiller to address Trust Council before the budget session and leave budget approval at the 4:00 PM time on Wednesday.

It was noted that budget approval could be changed to Thursday if needed.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

None

7.1.1 Executive

7.1.2 Trust Area Services

7.1.3 Local Planning Services

7.1.4 Administrative Services

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 Trust Council Orientations – Briefing

Further orientation and continuous learning topics were discussed. Suggestions included the following:

- Claiming expenses and other financial items for trustees,
- Local Trust Committee open meeting,
- Chair training for committee chairs,
- *Local Government Act* session - check Bill Buholzer's availability,
- Structured decision making (refresh a formerly presented session),
- Refresher on communications,
- Implementing webinars for orientation and training rather than using council meeting time, possible webinar topics could be:
 - Water Sustainability Act
 - Policy Statement
 - Online meetings,
- After Strategic Planning session at March Trust Council, ask trustees what they wish to learn about,
- Have a column that indicates the session could be a webinar session or in person session when briefing Trust Council.

EC-2019-009

It was Moved and Seconded,

That the Executive Committee request staff create a briefing with a new Executive Committee recommend list of educational topics and that Trust Council be asked to add to that list at March Trust Council meeting.

CARRIED

7.2.1.2 Meeting Decorum Poster – Briefing

By General Consent, staff were requested to amend the meeting decorum poster as follows:

- Second paragraph change sentence to read, "There are times assigned on the agenda when the public can speak to issues."
- Change from:
Islands Trust is committed to healthy dialogue and making sure that everyone feels that their opinions are both heard and valued.

- Change to:
Islands Trust is committed to healthy dialogue and making sure that everyone’s opinions are both heard and valued.
- Remove the word “integrity” from the sentence, “In the spirit of Reconciliation, Islands Trust ensures that all public meetings promote inclusion, integrity, and acknowledgement of Indigenous peoples.

Discussion on the “Chair script” included the following:

- Adding correct First Nation territorial acknowledgements for each LTC as some LTC’s have multiple First Nations,
- Removing from the script – “Before we begin are there any questions”,
- Purpose of script is to achieve consent from participants on the way the meeting will be conducted.

Discussion on addressing applications by both the applicant and public at a local trust committee meeting was heard.

7.2.2 Trust Area Services

7.2.2.1 AVICC/UBCM resolutions – RFD

EC-2019-010

It was Moved and Seconded,

That the Executive Committee direct staff to finalize and forward resolutions with backgrounders for consideration at the 2019 Association of Vancouver Island and Coastal Communities and Union of BC Municipalities conventions requesting that the Province improve the enforceability of development permit area requirements and that the Province prioritize the approval of key marine cumulative effects values.

CARRIED

7.2.2.2 San Juan County – Briefing

Director Frater reviewed the briefing on the San Juan County Council joint meeting.

EC-2019-011

It was Moved and Seconded,

That the Executive Committee request staff contact Canadian agencies, at their discretion, that San Juan County has emergency response capabilities with respect to respond to an emergency.

CARRIED

7.2.2.3 Policy Statement – Briefing

Director Frater reviewed the briefing on the Policy Statement and heard discussion on incorporating First Nations values and setting up an interagency committee to liaise with ministry staff when the amending process begins.

7.2.3 Local Planning Services

7.2.3.1 LTC Fees Matrix – Briefing

Director Marlor spoke to the briefing.

Vice Chair Fast requested that Bowen fees be added to the matrix.

7.2.4 Administrative Services

None

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 Bowen Municipal Council Joint Meeting – discussion

Chief Administrative Officer (CAO) Hotsenpiller has reached out to Bowen staff intending to set a meeting time and date for a joint council meeting.

Discussion ensued on the Bowen tax calculation and the broader benefits to the municipality being part of the federation.

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

Vice Chair Patrick noted that the area farm plan on Salt Spring Island needs to be updated, that the grant-in-aid has expired.

Vice Chair Rogers reported that affordable housing is a key issue for most LTC's and that the Capital Regional District will be funding actions on fallow deer on Mayne Island.

Discussion regarding possible herbicide spraying for the invasive species spartina on Hornby and Denman Islands was heard.

8.2.2 Meeting with Squamish Nation – discussion

Director Frater explained that a meeting with the Squamish Nation is being planned to seek input on possible Policy Statement amendments and to discuss Gambier Island and Conservancy issues.

Vice Chair Rogers commented that staff in our Northern Office have engaged Squamish Nation on recent marine and shoreline projects.

8.3 Local Planning Services

8.3.1 Saturnina Foundation Funding Request for Support for First Nations

Director Marlor reviewed the request for decision.

EC-2019-012

It was Moved and Seconded,

That the Executive Committee authorize a grant of \$500 to the Saturnina Foundation in support of the application to hold an event with First Nations on Saturna Island celebrating the new Sencoten Dictionary.

CARRIED

8.3.2 Northern LTCs Electronic Meetings – Briefing
Received for information.

8.3.3 Notification of Changes to Crown Aquaculture Tenures
Director Marlor presented the briefing.

Chair Luckham stated that LTC's are not advised by the province when there is a change of species.

EC-2019-013

It was Moved and Seconded,

That the Executive Committee requests staff investigate options for local trust committees with respect to being notified of aquaculture and mariculture license changes including changes in species in its negotiation of protocol agreements with the province.

CARRIED

8.4 Administrative Services
None

8.5 BC Ferries re: Trustee Stamford email
EC-2019-014

It was Moved and Seconded,

That the Executive Committee request the Chair write a letter to thank BC Ferries for the work they did to accommodate islands after the storm of December 20, 2018.

CARRIED

8.6 Northern Office locations
Discussion instigated by Vice Chair Rogers ensued.

8.7 Executive Trustee liaison
Discussion on reporting out EC decisions to trustees before adoption of the minutes was heard.

8.8 Economic Commission wants letter of support (island economic summit)
Vice Chair Patrick discussed an emerging item from the Salt Spring Island Community Economic Development Commission (SSI-CEDC) for a letter of support for its Island Coastal Economic Trust (ICET) grant application for the proposed 2019 Rural Islands Economic Summit proposal.

9. CLOSED MEETING

EC-2019-015

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

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

None

11. CORRESPONDENCE (for information unless raised for action)

11.1 MLA Olsen re: air quality, wood smoke & enforcement - received January 17, 2019

By General Consent, the Executive Committee requested that Vice Chair Patrick respond to this item.

**11.2 West Coast Environmental Law re: climate change impacts received - January 8, 2019
EC-2019-016**

It was Moved and Seconded,

That the Executive Committee request staff add the letter, "West Coast Environmental Law re: climate change impacts" to the next Trust Council agenda for consideration.

CARRIED

11.3 2019 Saanich Inlet Protection Society (SIPS Roundtable Schedule)

By General Consent, the Executive Committee requested the correspondence about the 2019 Saanich Inlet Protection Society (SIPS Roundtable Schedule) be forwarded to the Salt Spring Island Local Trust Committee.

**11.4 Correspondence Sea to Sky Clean Air Society
EC-2019-017**

It was Moved and Seconded,

That the Executive Committee request staff forward the Correspondence Sea To Sky Clean Air Society to Bowen Municipality and Gambier Local Trust Committee for action.

CARRIED

12. WORK PROGRAM

12.1 Review and amendment of current work program

Received for information.

13. NEXT MEETING

The next Executive Committee meeting will be held February 13, 2019 at the Oak Bay Recreation Centre, 1975 Bee Street.

14. ADJOURNMENT

By General Consent, the meeting was adjourned at 3:18 PM

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder