



Executive Committee Minutes of Regular Meeting

Date: November 20, 2019
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present: Peter Luckham, Chair
Dan Rogers, Vice Chair
Laura Patrick, Vice Chair
Sue Ellen Fast, Vice Chair (by video conference)

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Carmen Thiel, Legislative Services Manager
Lori Foster, Executive Coordinator/Recorder
Lisa Wilcox, kwakwemtenaat, Senior Intergovernmental Policy Advisor at 12:48 PM
Vicki Swan, Communications Specialist at 1:10 PM

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:11 AM and acknowledged the meeting was being held on Coast Salish territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add to the agenda:

4.1.1 Trustee Wright correspondence to Minister

6.1.16 Trustee Langereis correspondence re Policy Statement dated November 17, 2019

8.1.2 Chair Letter to Minister Mungall re: cc'ing Bowen Island Municipality (BIM)

2.2 Approval of Agenda

By general consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

Presented for information.

3. ADOPTION OF MINUTES

3.1 October 30, 2019

By general consent, the minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List/Director/CAO Updates

Directors gave updates to their FUAL noting recent staffing changes in their areas.

Chief Administrative Officer (CAO) Hotsenpiller addressed the following:

- holding the Continuous Learning session on “open meetings” at the March Quarterly,
- a meeting with the interim Bowen Island Municipality (BIM) CAO in progress,
- current Salt Spring Island items including waste management, affordable housing, and the upcoming Rural Economic Forum,
- Sunshine Coast Regional District meeting – Vice Chair Rogers to participate, dock management and service integration are topics.

Director of Local Planning Services (DLPS) Marlcor spoke to First Nations reconciliation processes that staff will be sharing with Bowen Island Municipal staff and Council.

Chair Luckham noted supporting the provincial legislation and Minister Fraser’s work.

Director of Trust Area Services (DTAS) Frater reported that Islands 2050 would be engaging Piers Island; she will be bringing the tax requisition leaflet. She commented that an opinion editorial piece on anchorages could be timely in light of the current Canadian National rail strike. FUAL item #7, work with Halalt First Nations, could come off the list as there has been no further contact at this time.

Discussion followed on the status of anchorages advocacy.

EC-2019-174

It was MOVED and SECONDED,

that Executive Committee remove Director of Trust Area Services Item # 5 “organize roundtable meeting about anchorages to bring together interested community groups, First Nations, industry, Transport Canada and stakeholders” from the director’s follow-up action list.

CARRIED

4.1.1 Trustee Wright Correspondence to Minister

Discussion followed on correspondence sent by South Pender Trustee Wright to the Minister of Tourism, Art & Culture dated November 12, 2019. There was discussion that Vice Chair Patrick could also sign the Chair letter.

EC-2019-175

It was MOVED and SECONDED,

that Executive Committee request a letter, signed by the Chair to the Minister of Tourism, Art & Culture, be written clarifying the role of the Trust in the letter/correspondence by Trustee Wright dated November 12, 2019.

CARRIED

EC-2019-176

It was MOVED and SECONDED,

that Executive Committee request a letter from the Chair be sent to Trustee Wright clarifying the portions of the Advocacy Policy and Trustee Letterhead Policy that relate to individual trustees and how those relate to his correspondence of November 12, 2019.

CARRIED

4.2 Local Trust Committee Chair Updates

Chairs of their local trust committees gave updates on recently attending meetings. The following updates were noted:

- Salt Spring Island items included a housing rally at the Islands Trust office on November 22, focus on climate change emergency lens, anti-logging and development protection areas (DPA's),
- Salish Seas Water Forum – Vice Chair Rogers will send an email update,
- Howe Sound Biosphere project will be filing documents with United Nations Educational, Scientific and Cultural Organization (UNESCO) seeking a support letter,
- Sunshine Coast Regional District (SCRD) meeting attended where a dock management working group will examine aging structures.

4.3 Islands Trust Conservancy Liaison Update

Director of Trust Area Services (DTAS) Frater gave an update on recent Islands Trust Conservancy business.

The meeting recessed for a break at 10:33 AM and reconvened at 10:44 AM.

5. BYLAWS FOR APPROVAL CONSIDERATION - None

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 September Trust Council Draft Minutes

Item 4.4 (page 4 of the minutes) remove the word “broad” from the sentence. Bowen Island Municipal Councillor Morse emailed changes to her Public Comments. Forward as amended.

6.1.2 December Trust Council Schedule

Round table topic discussion ask the question, “What has our First Nations reconciliation declaration meant to your island and provide any actions your island is undertaking.”

Move New Business and Disposition of Delegations to Thursday. Forward as amended.

6.1.3 December Trust Council - Consent Agenda

Develop a consent agenda on the four sections – Executive, Administrative, Trust Area Services and Local Planning Services. Forward as amended.

6.1.4 Chief Administrative Officer's Report

Include reference to letter sent to the Auditor General of Local Government. Forward as amended.

6.1.5 Executive Committee Work Program Report

Forward as presented.

6.1.6 Continuous Learning Plan

Forward as presented.

6.1.7 Trust Council Follow Up Action List

This will be a discussion item. Forward as presented.

6.1.8 Priorities Chart

Forward as presented.

6.1.9 Proposed March Trust Council Agenda Program

Forward as presented.

6.1.10 Proposed 2020 Trust Council Meeting Locations – RFD

Remove North Pender Island as location option. Forward as amended.

6.1.11 2019 UBCM Report – Briefing

Add notes from attending trustees. Forward as amended.

6.1.12 Strategic Plan Session

Director Marlor can speak to housing items. Ground water sustainability language inconsistent, correct typos, update Thetis top priorities. Forward as amended.

6.1.13 Development of Trustee Sponsored RFDs

Put into template. Forward as amended.

6.1.14 Streaming Public Meetings: FOI and Privacy Considerations – Briefing

Forward as presented.

6.1.15 Delegation Requests

All delegation requests – Forward as presented.

6.1.15.1 Salt Spring Solutions and the Salt Spring Housing Council re Affordable Housing

6.1.15.2 Raincoast Conservation Foundation re CDF Project

6.1.15.3 Gulf Islands Alliance re Policy Statement review process

6.1.15.4 South Coast Ship Watch Alliance re advocacy related to freighter anchorages

6.1.16 Trustee Langereis correspondence re Policy Statement dated November 17, 2019

EC-2019-177

It was MOVED and SECONDED,

That the Executive Committee forward Trustee Langereis' correspondence dated November 17, 2019 to Trust Programs Committee.

CARRIED

The meeting recessed for lunch at 12:06 PM and reconvened at 12:37 PM.

6.2 Local Planning Services

6.2.1 Director of Local Planning Services Report

Forward as presented.

6.2.2 Local Planning Committee Work Program Report

Forward as presented.

6.2.3 Freshwater Update – Briefing

Forward as presented.

6.2.4 Salt Spring Island Development Approval Information Bylaw 175 – RFD

Forward as presented.

6.3 Administrative Services.

6.3.1 Director of Administrative Services Report

Director Mobbs addressed the insurance figure being funded from surplus.
Forward as presented.

6.3.2 September 30, 2019 Quarterly Financial Report – RFD

Update report from last quarter. Forward as amended.

6.3.3 September 30, 2019 Financial Forecast – Briefing

Forward as presented.

6.3.4 Financial Planning Committee Work Program Report

Forward as presented.

6.3.5 Victoria Office Renovation Financial Report – Briefing

Forward as presented.

6.3.6 2020/21 Proposed Budget Session

6.3.6.1 Budget Assumptions and Principles – Briefing

Forward as presented.

6.3.6.2 Draft 2020/21 Budget Overview and Highlights

Forward as presented.

6.3.6.3 Funding Requests Business Cases

Forward as presented.

6.4 Trust Area Services

6.4.1 Director of Trust Area Services Report

Forward as presented.

6.4.2 Trust Programs Committee Work Program Report

Forward as presented.

6.4.3 Islands Trust Conservancy Report

Forward as presented.

6.4.4 Legislative Monitoring Report

Update. Forward as amended.

6.4.5 Community Stewardship Awards Policy 2.1.11 and Nomination Form – RFD

Forward as presented.

6.4.6 State of the Islands Indicator Project - Final Report – Briefing

Update. Forward as amended.

6.4.7 Islands 2050 Update – Briefing

Forward as presented.

6.4.8 Residential Schools Session Outline

At 2:48 PM, Senior Intergovernmental Policy Advisor (SIPA) Wilcox reviewed the outline and presentation, discussed protocol and the sensitivities associated with the session noting the calls to action in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) which this session would address.

Bill Adsit will be our guest speaker.

Amend schedule to show Call to Order on Wednesday. Forward as presented.

6.4.9 National Marine Conservation Area Reserve Session Outline

Forward as presented.

7. EXECUTIVE COMMITTEE PROJECTS

At 1:10 PM, DTAS Frater introduced the new Communications Specialist, Vicki Swan, to Executive Committee.

7.1 Trust Council Initiated

7.1.1 Executive

7.1.1.1 Service Integration – Briefing

CAO Hotsenpiller spoke to the report. Discussion followed on cooperation with jurisdictions in the Islands Trust area.

7.1.2 Trust Area Services

7.1.2.1 TPC Climate Change Speaking Notes

EC-2019-178

It was MOVED and SECONDED,

that Executive Committee defer Trust Programs Committee climate change speaking notes to the December 18, 2019 meeting, and that Trustee Colbourne be asked to produce final speaking notes.

CARRIED

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 - None

7.2.4 Administrative Services - None

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 Islands Trust Minutes Guidelines Policy 6.13 - Trustee Peter Johnston Request

It was requested that the Trust Council draft minutes be distributed to trustees as soon as possible after the meeting.

8.1.2 Chair Letter to Minister Mungall re: cc'ing Bowen Island Municipality (BIM)

Staff were asked to carbon copy Bowen Island Municipality on this Chair letter.

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

Minister Trevena was on Salt Spring Island for BC Ferry engagement.

8.2.2 Agricultural Land Commission Amendment Act - Bill 15

Received for information.

8.3 Local Planning Services

8.3.1 Rezoning Timeline Graphic – Briefing

Feedback on the graphic included making it black and white only. The graphic indicates there is First Nations engagement throughout the entire process.

8.4 Administrative Services - None

9. CLOSED MEETING

EC-2019-179

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 2:04 PM, the meeting was closed to the public.

At 2:47 PM, the meeting was re-opened to the public.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING - None

11. CORRESPONDENCE (for information unless raised for action)

11.1 Western Canada Marine Response Corporation re Coastal Mapping Portal Update

Forward to trustees for information.

11.2 Minister of Transportation re Invitation to the Coastal Ferry Vision Forums

Received for information.

11.3 Private Managed Forest Land Program Review – Response

Forward to trustees for information.

11.4 BC Government News re Public input sought to help BC prepare for climate change

Forward to trustees for information.

11.5 Howe Sound Community Forum Report

Forward to Trust Council Summary Update in agenda package.

11.6 Penelakut Tribe re proposed communications tower

This correspondence was address to Trust Council, Director Marlor advised to receive for information and leave as a local issue.

11.7 LGLA - 2020 Leadership Forum

Trustees can be sponsored through their local trust committees. Forward to trustees for information.

11.8 Joint UBCM-Province Short Term Rental Committee

EC-2019-180

It was MOVED and SECONDED,

that Executive Committee request Chair Luckham and Vice Chair Rogers attend, on behalf of Islands Trust, the Union of British Columbia Municipalities Local Government Advisory Group on Short Term Rentals.

CARRIED

Amend the Legislative Monitoring Report to reflect the decision.

12. WORK PROGRAM

12.1 Review and amendment of current work program

Received for information.

13. NEXT MEETING - December 3, 2019, Coast Victoria Hotel

14. ADJOURNMENT

By general consent, the meeting was adjourned at 3:12 PM.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder