



Executive Committee Minutes of Regular Meeting

- Date:** July 24, 2019
- Location:** Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC
- Members Present:** Peter Luckham, Chair, Thetis Island Local Trustee
Dan Rogers, Vice Chair, Gambier Island Local Trustee (electronic)
Laura Patrick, Vice Chair, Salt Spring Island Local Trustee
Sue Ellen Fast, Vice Chair, Bowen Island Municipal Trustee (electronic)
- Staff Present:** David Marlor, Acting CAO/Director Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Lori Foster, Executive Coordinator/Recorder
Lesley Valour, Acting Policy Advisor
Lisa Wilcox, Senior Intergovernmental Policy Advisory
- Others Present:** Scott Colbourne, Gabriola Island Local Trustee
- Regrets:** Russ Hotsenpiller, Chief Administrative Officer (CAO)

1. CALL TO ORDER

Chair Luckham called the meeting to order at 8:59 AM stating it was a great honour and pleasure to hold the meeting on Coast Salish territory.

It was noted that Thetis Island Trustee Fenton was participating in the Paddle to Lummi canoe journey which honors and celebrates the cultural heritage of the Coast Salish people.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

The following items were presented for consideration to be added to the agenda:

- 8.5 Trustee attendance at Union of BC Municipalities (UBCM)
- 8.6 Bowen Island Municipality re: Rural Dividend Fund
- 11.3 Trustee Colbourne to Minister Trevena re: Active Transportation email dated July 23, 2019
- 11.4 Southern Resident killer whales (SRKW) recovery measures email dated July 22, 2019
- 11.5 Response from Minister Garneau to MP May re: Anchorage Interim Protocol dated July 22, 2019
- 11.6 Ilze Raudzins to Trust Council re: 5G telecommunications dated July 20, 2019
- 11.7 Response from T. Heryet re: Chair's letter on extension of anchorages protocol dated July 10, 2019

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

Provided for information on items as indicated.

3. ADOPTION OF MINUTES

3.1 June 18, 2019

- Amend Members Present block, change Sue Ellen Fast from Chair to Vice Chair.
- Amend item 3.2, change first sentence remove Vice Chair Patrick and replace with Vice Chair Fast.
- Amend item 3.4, change first sentence remove Vice Chair Fast and replace with Vice Chair Patrick.

By General Consent, the June 18th minutes were adopted as amended.

3.2 July 3, 2019

By General Consent, the July 3rd minutes were adopted as presented.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List (FUAL)

Staff reviewed the status of FUAL items and gave updates.

Gabriola Island Local Trustee Scott Colbourne arrived at 9:12 AM.

4.2 Director/CAO Updates

Directors Marlor and Frater gave work item and staffing updates.

Discussion regarding Legislative Monitoring reporting out ensued.

Director of Trust Area Services (DTAS) Frater will bring back a recommendation to the Executive Committee (EC) on Legislative Monitoring reporting out.

Director of Local Planning Services (DLPS) Marlor commented that changes to the BC Building Code removing restrictions on secondary suites are pending.

Other items that came under discussion included the following:

- Policy Statement Engagement process and local trust committee uptake – story boards are being created to illustrate the process,
- Housing advocacy on Salt Spring Island and potential delegation to the September Trust Council meeting,
- Speaking notes regarding climate change are now under the Trust Programs Committee FUAL,
- Updates on the status of numerous Chair letters,
- The Regional Vegetation Management Strategy (District of Highlands) which focuses on removing dead trees to mitigate increased fire risk, joint funding requests, and Fire Smart strategy,
- Request for proposal (RFP) process regarding the new web site is underway.

4.3 Local Trust Committee Chair Updates

Executive Committee members gave verbal reports on recently attended meetings in their roles as local trust area chairs.

By General Consent, item 11.3 was addressed next.

11.3 Trustee Colbourne to Minister Trevena re: Active Transportation email dated July 23, 2019

Gabriola Island Trustee Colbourne spoke to his letter sent to Minister Trevena dated June 27th giving background to his request that proposed road work being done on Gabriola Island should trigger construction of the bike route plan.

The Gabriola Island Local Trust Committee resolved at its July 11th meeting (GB-2019-083) to request the Executive Committee support Trustee Colbourne's letter by further writing to Minister Trevena.

Discussion was heard on the following:

- Road maintenance versus road widening,
- Funding of a capital upgrade,
- Ministry of Transportation and Infrastructure (MOTI), formerly Ministry of Transportation and Highways (MOTH) and Islands Trust (IT) 1992 letter of agreement,
- Referring this to the Grants Coordinator,
- IT staff and ministry staff discussions, continued conversations.

EC-2019-108

It was Moved and Seconded,

That the Executive Committee request the Chair to write to the Minister of Transportation and Infrastructure requesting that current planned upgrades to roads on Gabriola Island include active transportation lanes and request that they consult the Gabriola Island Official Community Plan and the Gabriola Island Local Trust Committee as per the Letter of Understanding.

CARRIED

The meeting recessed for a break at 10:32 AM and reconvened at 10:37 AM.

EC-2019-109

It was Moved and Seconded,

That the Executive Committee request staff to investigate opportunities to apply for funding for a Bike BC Cycling Network Plan grant for 2020/21 Islands Trust area wide.

TIED/DEFEATED

EC-2019-110

It was Moved and Seconded,

That the Executive Committee request staff to meet with Ministry of Transportation and Infrastructure staff to pursue active transportation solutions on islands when capital or upgrade projects are pursued.

CARRIED

5. **BYLAWS FOR APPROVAL CONSIDERATION**

None

6. **TRUST COUNCIL MEETING PREPARATION**

6.1 **Executive**

6.1.1 September Trust Council draft schedule

Background to this discussion was provided in the Agenda Context Notes, item 2.2.1 of the agenda package.

The following comments were heard for consideration regarding the September draft Trust Council (TC) schedule:

- Invite former Bowen Island trustees and Bowen Municipal Council to Tuesday dinner,
- Consider Policy Statement Engagement session on Monday evening,
- Specific roundtable topic discussion during Tuesday session i.e. what are you doing on climate change,
- Wednesday Summary/Updates to have a written contribution,
- Trustee Wright's correspondence carried over from June Trust Council,
- Move "Correspondence" to the 3:15 PM time slot,
- Consideration for breakout groups.

EC-2019-111

It was Moved and Seconded,

That the Executive Committee request the Chair to communicate to trustees that in future, beginning with September Trust Council, written "Standing Summary & Trustee Updates" must be provided in advance for inclusion in the Trust Council agenda.

CARRIED

6.1.2 Bowen Island Municipality community engagement - discussion

Background to this discussion was provided in the Agenda Context Notes, item 2.2.1 of the agenda package.

DTAS Frater opened the discussion on potential engagement and consultation with the Bowen Island community during Trust Council.

Discussion followed on logistics and timing, holding a 2-3 hour evening event.

EC-2019-112

It was Moved and Seconded,

That Executive Committee request staff schedule a Bowen Island community engagement event on Monday night, September 16th starting at 6:15 PM.

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

7.1.1 Executive
None

At 11:23 AM, Director of Administrative Services (DAS) Mobbs joined the meeting giving a verbal directors update noting the start of the budget cycle and informed EC regarding the on-island office leases; Mayne Island's office will be in the real estate office.

7.1.2 Trust Area Services

7.1.2.1 Options for developing community buses within the Islands Trust Area - Briefing

DTAS Frater presented the briefing which arose from the June Trust Council BC Community Bus Coalition delegation.

Discussion noted this item had not been identified as a strategic priority and may not fall under the object of the Trust although could be promoted under climate action. There was comment that a group on Bowen Island is offering a pilot service/shuttle to enhance current offerings.

EC-2019-113

It was Moved and Seconded,

That the Executive Committee forward the briefing, "Options for developing community buses within the Islands Trust Area" to Trust Council as an update to the motion from Council.

CARRIED

7.1.2.2 Expressions of interest for participation in a Cultural Working Group - RFD

Senior Intergovernmental Policy Advisor (SIPA) Wilcox arrived at 11:35 AM and presented the request for decision (RFD) lighting a candle and placing ceremonial items before discussion the scope of the working group.

Discussion and comments included the following:

- This is ground breaking, proactive work addressing the preservation of cultural sites and ancestral remains,
- No budget as yet,
- Bringing communities along on the step-by-step journey,
- Identification of cultural sites.

EC-2019-114

It was Moved and Seconded,

That the Executive Committee direct staff to request expressions of interest from staff and trustees for participation in a Cultural Working Group, as outlined in the Reconciliation Action Plan 2019-2022 Item 7, and return to the Executive Committee with recommendations on membership and reporting requirements.

CARRIED

7.1.3 Local Planning Services

None

7.1.4 Administrative Services

None

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 Trust Council & LTC meeting scheduling - discussion

Background to this discussion was provided in the Agenda Context Notes, item 2.2.1 of the agenda package.

EC spoke to setting next year’s Trust Council business meeting dates and locations as soon as possible, polling trustees on the location of meetings for discussion at September’s meeting.

EC-2019-115

It was Moved and Seconded,

That the Executive Committee request staff to distribute a poll to trustees asking whether they prefer to keep the current pattern of 3 “on Trust island” meetings per year with December in Victoria or move to two on Vancouver Island and two on a Trust Island per year.

CARRIED

7.2.1.2 Election of Executive Committee – Briefing

Director of Local Planning Services (DLPS) Marlor spoke to the briefing.

EC-2019-116

It was Moved and Seconded,

That the Executive Committee request the briefing, “Election of Executive Committee” be forward to Trust Council in September.

CARRIED.

7.2.2 Trust Area Services

None

7.2.3 Local Planning Services

None

7.2.4 Administrative Services

None

The meeting recessed for lunch at 12:05 PM and reconvened at 12:33 PM.

8. NEW BUSINESS

8.1 Executive/Trust Council

8.1.1 Minutes Guidelines – presentation

Legislative Services Manager Thiel gave a Power Point presentation on Islands Trust minutes guidelines and policy reviewing.

There was discussion on sending out draft local trust committee (LTC) minutes to the LTC for review before the minutes go into the agenda package.

8.2 Trust Area Services

8.2.1 Policy Statement Working Group – discussion

Executive Committee discussed a potential working group, task force, or learning group to address the Policy Statement review and the work this group might accomplish such as administrative lists and specialized learning on First Nations. The group would still be a public body required to hold public meetings.

Discussion referenced the 2010 TPC sub-committee and revisiting this work but create a communal interest to bring Trust Council together.

By General Consent, Director of Trust Area Services Frater will work with Trustee Rogers to craft a resolution for Executive Committee consideration regarding the creation of a Policy Statement working group.

The meeting recessed for a break at 1:43 PM and reconvened at 1:50 PM.

8.2.2 LTC Chairs Report on Local Advocacy Topics

Executive Committee members spoke to local advocacy topics in their roles as local trust area chairs.

Local area advocacy topics discussed included the following:

- Access roads on Galiano Island,
- Herring moratorium and small farms on Hornby Island,
- Affordable housing on Denman and Salt Spring Islands,
- Anchorage concerns around Thetis Island,
- Logging on Bowen and Salt Spring Islands,
- Marine vessel slowdown around South Pender Island,
- Ocean Watch and Howe Sound Forum,
- Agricultural land review assessment on Lasqueti Island,
- Antenna, cell towers and Industry Canada processes.

8.3 Local Planning Services

8.3.1 LPS Review Update – Briefing

DLPS Marlor spoke to the briefing and reviewed the table contained within the report. He intends to bring a report to Trust Council in September or December.

EC-2019-117

It was Moved and Seconded,

That the Executive Committee requests the Director of Local Planning Services to revise the “Local Planning Services Review Update” briefing for circulation to trustees.

CARRIED

8.4 Administrative Services

8.4.1 FAQ - LTC special property tax requisitions - for discussion

Background to this discussion was provided in the Agenda Context Notes, item 2.2.1 of the agenda package.

The following suggested revisions to the FAQ were heard:

- Remove the history,
- Frame as an opportunity/invitation for island communities to go above and beyond.

Chair Luckham spoke to the Bowen Island requisition and discussions with Member of the Legislative Assembly (MLA) Jordan Sturdies.

8.5 Trustee attendance at UBCM

EC-2019-118

It was Moved and Seconded,

That the Executive Committee request staff send out an information package regarding individual trustees attending Union of British Columbia Municipalities and Association of Vancouver Island Coastal Communities meetings and include the policy link.

CARRIED

8.6 Rural Dividends Fund

Vice Chair Fast reported that Bowen Island Municipality was approved for the Rural Dividends Fund citing access to more funding. A potential news release was discussed.

9. CLOSED MEETING

None

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

None

11. CORRESPONDENCE (for information unless raised for action)

11.1 UBCM - The Compass dated July 10, 2019

For information.

11.2 UBCM - The Compass dated July 17, 2019

For information.

11.3 Trustee Colbourne to Minister Trevena re: Active Transportation email dated July 23, 2019

This was addressed after item 4.3.

11.4 SRKW recovery measures email dated July 22, 2019

For information.

11.5 Response from Minister Garneau to MP May re: Anchorage Interim Protocol dated July 22, 2019

For information.

11.6 Ilze Raudzins to Trust Council re: 5G telecommunications dated July 20, 2019

For information.

11.7 Response from T. Heryet re: Chair's letter on extension of anchorages protocol dated July 10, 2019

For information.

12. WORK PROGRAM

12.1 Review and amendment of current work program

For information.

13. NEXT MEETING

The next Executive Committee business meeting is August 14th.

Chair Luckham sends his regrets for the August 14th meeting.

Vice Chair Rogers sends his regrets for the September 4th meeting.

EC-2019-119

It was Moved and Seconded,

That the Executive Committee appoint Vice Chair Rogers to act as Alternate Chair at the August 14th business meeting.

CARRIED

14. ADJOURNMENT

EC-2019-120

It was Moved and Seconded,

That the Executive Committee business meeting be adjourned at 2:38 PM.

CARRIED

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator