



Executive Committee Minutes of Meeting

Date: Tuesday, February 1, 2011

Location: Islands Trust Victoria Office

Present:

Sheila Malcolmson, Chair	Linda Adams, Chief Administrative Officer
Louise Bell, Vice Chair	Marie Smith, Executive Coordinator
Peter Luckham, Vice Chair	Mac Fraser, Local Planning Services Director
Gary Steeves, Vice Chair	Craig Elder, Administrative Services Director
	Lisa Dunn, Trust Area Services Director

Call to Order/Approval of Agenda

The meeting was called to order at 11:05 a.m. Chair Malcolmson welcomed everyone and acknowledged that the meeting was being held in traditional first nations territory.

By general consent, the Executive Committee approved the agenda, as presented.

1. Previous Meeting/Coordination Topics

1. Minutes of Previous Meetings

- a. January 18, 2011

By general consent, the Executive Committee approved the January 18, 2011 Minutes of Meeting, as amended.

2. Follow-up Action List (review during Director Updates)

Provided for information.

2. Local Planning Services (M. Fraser)

1. Updates

- a. LPS Director/Follow up Action List Review
- b. LTC Chairs

Chair Malcolmson requested that 'Local Trust Committee Bylaw Enforcement Strategies' be placed on the February 22 agenda.

2. Bylaws

- a. Minister Bylaw Approvals Tracking Chart

Provided for information. Executive noted errors in the chart and asked that an updated version be provided at the next meeting.

3. Other

- a. Short Term Vacation Rentals on Hornby Island

Vice Chair Louise Bell noted that the Hornby Island Local Trust Committee was considering how and whether to regulate STVRs (short term vacation rentals). While the Hornby Island LUB (Land Use Bylaw) does not currently permit them, some have existed on Hornby Island for several years and the OCP (Official Community Plan) indicates they should be a permitted use. There has previously been some discussion of managing them through an enforcement policy developed in consultation with the community. Vice Chair Bell indicated it would be helpful to her and to Island Planner Brodie Porter to hear the Executive Committee's thoughts about STVRs in relation to policies in the ITPS (Islands Trust Policy Statement). This would be particularly useful given that the Executive Committee must consider any bylaw that a local trust committee submits in relation to the ITPS.

Brodie Porter circulated excerpts from the ITPS that had some relevance to the discussion. It included those policies that indicate local trust committees must address topics such as water supply, community character and housing needs when developing OCPs and LUBs.

Executive Committee members and staff discussed their experiences with STVRs in other island communities. They noted that complaints from community members were often related to neighbourhood impacts such as noise, water use, traffic and parking. Broader community concerns relate to impacts on the community's available housing stock, which in turn affects housing affordability, socio-economic diversity and community character. Experiences in other communities indicate that, if unregulated, STVRs could have a significant and negative impact in these areas. However, STVRs have been a traditional use, on a small scale, in some island communities. They can have positive impacts on a community's economy and employment, provided these benefits are retained in the community. Participants noted the scale and impacts of STVR use has changed significantly in the last decade, particularly with the advent of internet advertising and a larger scale of development.

Executive Committee members and staff reviewed related sections of the ITPS in regards to these issues. In general, there was some consensus that, a bylaw permitting STVRs could be consistent with the ITPS, provided the local trust committee had carefully considered the potential impacts and had developed a way of addressing them through land use regulation. For example, if a local trust committee's bylaws permitted STVRs as an outright and unrestricted use in all residential zones, it would be difficult to demonstrate that the bylaw addressed the community's housing requirements (Policy 5.8.6) or the protection of community character (Policy 5.5.1). Meeting participants noted that Temporary Use Permits are one way of ensuring that these factors are considered before STVRs are permitted.

Meeting participants also discussed the need to communicate clearly with community members when STVR regulations are being considered. For example, it can be difficult to visualize the long term impacts of regulations or the lack of them, but once a land use is permitted, it is difficult to undo. Because the lack of regulation can have unintended consequences, it can be helpful to review experiences from other communities that have permitted STVRs.

Vice Chair Bell and Island Planner Porter indicated that the discussion had been helpful and thanked those who had participated.

The meeting recessed at 12:15 pm
The meeting reconvened at 12:55 p.m.

3. Trust Area Services (L. Dunn)

1. Updates

- a. Director/Follow up Action List Review

2. Other

- a. Minister Coell Meeting Followup

Staff was directed to draft two letters for the Chair's signature: 1) to Minister Coell thanking him for the meeting; and 2) to the local government partners connected with the UBCM meetings regarding the National Marine Conservation Area and Derelict Vessels to update them on the Executive's discussions with the Minister.

- b. AVICC 2011 Conference – Program & Registration

Staff requested Executive Committee members to forward their registration options for processing.

- c. AVICC / UBCM 2011 Resolution Options - Briefing

Staff advised they have not identified any immediate priorities that would be best advanced through an AVICC/ UBCM resolution, and did not recommend submitting any resolutions for this calendar year.

Vice Chair Gary Steeves left the meeting.

- d. Plumper Sound Advocacy - RFD

It was Moved and Seconded that the Executive Committee request that the Chair send a letter to the Chamber of Shipping, the Pacific Pilotage Authority, the Port of Vancouver and Transport Canada conveying the following messages:

- a) *Islands Trust continues to be concerned about the increasing use of Plumper Sound as a regular anchorage;*
- b) *Islands Trust appreciates that the Chamber of Shipping will be leading discussions regarding amendments to the Plumper Sound anchorage guidelines to deal with noise and light issues raised by residents, and encourages the Chamber to consult with affected island communities while considering such amendments; and*
- c) *Islands Trust supports efforts by the Port Metro Vancouver to explore additional anchorage capacity within the jurisdiction of Port Metro Vancouver and requests that the Port and/or Transport Canada consult with the Islands Trust while considering any new anchorages in Islands Trust Area waters.*

CARRIED

Vice Chair Gary Steeves returned to the meeting.

- e. Web posting of *Financial Information Act* reports - RFD

Executive Committee members reviewed and discussed the proposed Request for Decision and chose not to proceed with the staff option to post *Financial Information Act* reports about trustees expenses and earnings on the Islands Trust website at this time.

- f. Draft 2009-2010 Annual Report

This item was deferred to the February 22 meeting.

- g. Gabriola Advocacy re: Water and Liquid Waste

Chair Malcolmson will prepare a proposal for review and consideration at the February 22 Executive Committee meeting.

5. Administrative Services (C. Elder)

1. Director's Update/Follow Up Action List Review

Closed Session

It was Moved and Seconded that the meeting be closed to the public pursuant to s. 90(1)(c) of the Community Charter to discuss matters related to labour relations and other employee relations and that Linda Adams and Craig Elder attend the meeting.

CARRIED

The meeting closed to the public at 1:40 p.m.
The meeting reopened to the public at 2:15 p.m.

6. Executive (L. Adams)

1. CAO's Update/Follow Up Action List Review

2. Other

- a. Review of Legislative Services Mgr FUAL items

Carmen Thiel reviewed the Executive Committee Followup Action List items of the Legislative Services Manager to confirm significance and suggested timelines.

Vice Chair Gary Steeves left the meeting.

- b. T. Varzeliotis Letter (Jan 18/11)

It was Moved and Seconded that the Executive Committee request staff to prepare a letter for the Chair's signature in response to the January 18, 2011 letter from T. Varzeliotis.

CARRIED

- c. Administrative Fairness Complaint – B. Lefler
 - i. Analysis
 - ii. Draft Letter

It was Moved and Seconded that the Executive Committee request staff to finalize and send the draft letter to B. Lefler, as amended.

CARRIED

- d. Oath of Office – initial discussion

Linda Adams reported that an Oath of Office change would need a legislative amendment and that the earliest possible consideration by Cabinet would be 2012.

It was Moved and Seconded that the Executive Committee request staff to prepare a briefing for review at the March 2011 Trust Council meeting advising of the Executive Committee's recommendation to proceed no further with a proposal for changes to the Oath of Office.

CARRIED

The proposed briefing will be presented for consideration at the February 22 Executive Committee meeting.

3. Work Program

- a. Executive Committee Work Program

It was Moved and Seconded that the Executive Committee request staff to schedule an electronic meeting for February 8, 2011 at 8:30 a.m. for the purpose of holding an incamera discussion on excluded staff compensation and general business.

CARRIED

The meeting adjourned at 3:55 p.m. Next meeting February 8, 2011.

Sheila Malcolmson, Chair

Marie Smith, Deputy Secretary & Recorder