



Executive Committee Meeting Minutes

Date: Wednesday, February 15, 2012

Location: Islands Trust Victoria Office

Present:

Sheila Malcolmson, Chair	Linda Adams, Chief Administrative Officer
David Graham, Vice Chair	Marie Smith, Executive Coordinator and Recorder
Peter Luckham, Vice Chair	David Marlor, Director, Local Planning Services
Ken Hancock, Vice Chair	Lisa Gordon, Director, Trust Area Services

The meeting was called to order at 3:10 p.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Approval of Agenda

- 2.e Policy Statement Steering Committee Terms of Reference
- 2.f Policy Statement Review – Estimated Local Planning Services Commitment

By General Consent, the agenda was approved as amended.

1. Proposed Policy Statement Review - Public Communications Kit

- a. Communications Plan
- b. Revised Policy Statement webpage
- c. Revised Policy Statement Task Force webpage
- d. New Policy Statement Review webpage
- e. Frequently Asked Questions
- f. Proposed Policy Statement Review Timeline
- g. History of Policy Statement Reviews and Amendments
- h. BC's Land Use Planning System – Regional Vision to Local Regulation
- i. What is Gas Tax and what is Integrated Community Sustainability Planning?

Executive Committee members reviewed and provided comments and feedback on the above noted items that will become part of the public communications package about the proposed Policy Statement Review. Final versions will be posted on the Islands Trust website on February 17.

- j. Comparable costs for similar initiatives

This item will be renamed and included in the Request for Decision.

- k. Policy statement briefings and decision docs from previous Trust Council meetings

The Executive Committee determined that these documents were of interest but too detailed for public consultation purposes.

- l. Application to Gas Tax

The Executive Committee agreed that because of their format, the Gas Tax application documents would not be useful for public consultation purposes.

2. Proposed Policy Statement Review – Draft Request for Decision and Attachments

- a. Request for Decision and attachments

As presented to the three Council Committees for their review and comment.

- b. Request for Decision – S Malcolmson edits

Suggested edits by Chair Malcolmson were reviewed and discussed.

c. Summary of Trust Programs Committee and Local Planning Committee Comments

Provided for information.

d. Proposed Work Plan

This work plan will replace Attachment 1 in the Request for Decision.

e. Policy Statement Steering Committee Terms of Reference.

Staff was directed to draft a Terms of Reference for a Policy Statement Steering Committee for Council's consideration at its March meeting.

f. Local Planning Services Time Commitment Pie-chart

This diagram will be added to the Request for Decision.

A final version of the Proposed Policy Statement Review Request for Decision package and Introduction to the Proposed Policy Statement Review Session will be presented for review at the February 21 Executive Committee meeting.

The meeting adjourned at 5:10 p.m.

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder