



Executive Committee Minutes of Meeting

Date: Tuesday, April 17, 2012 **Location:** Islands Trust Victoria Office

Present:

Sheila Malcolmson, Chair	Linda Adams, Chief Administrative Officer
David Graham, Vice Chair	Lisa Gordon, Trust Area Services Director
Ken Hancock, Vice Chair	Cindy Shelest, Administrative Services Director (absent)
Peter Luckham, Vice Char	David Marlor, Local Planning Services Director
	Marie Smith, Executive Coordinator

Call to Order/Approval of Agenda

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

By General Consent, the Executive Committee approved the agenda as presented.

1. Previous Meeting/Coordination Topics

1. RWMs/Minutes of Meeting

- a. March 29, 2012

By General Consent, the March 29, 2012 Executive Committee Minutes of Meeting were adopted, as amended.

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

Provided for information.

2. Executive (L. Adams)

2. **Other**

- a. Strategic Planning
 1. Process
 2. Draft Objectives and Strategies
 3. Options for Public Consultation

CAO Linda Adams presented a draft process, objectives and strategies and options for public consultation regarding strategic planning for the 2011-14 term. Executive Committee members provided extensive comments and suggestions on format, style, content and messaging. Members agreed that a dedicated block of time was required to thoughtfully discuss this in more detail before it goes to other Council entities for review prior to June Council consideration.

It was Moved and Seconded that the Executive Committee request staff to schedule an electronic meeting on April 30, 2012 to conduct a preliminary discussion of the draft 2011-2014 Strategic Plan.
CARRIED

Closed Session

That the meeting be closed to the public pursuant to s. 90(1) (i) of the Community Charter to discuss matters related to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed to the public at 11:45 a.m. and reopened at 11:56 a.m.
The meeting recessed at 11:58 a.m. and reconvened at 2:05 p.m.

Closed Meeting

That the meeting be closed to the public pursuant to s. 90(1) (i) of the Community Charter to discuss matters related to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed to the public at 2:05 p.m. and reopened at 3:10 pm.

3. Local Planning Services (D. Marlor)

1. Updates

- a. Director's Update/Follow up Action List Review

This update was deferred to the May 8 meeting.

- b. Local Trust Committee Chairs

This update was deferred to the April 24 teleconference.

4. Trust Area Services (L. Gordon)

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

Director of Trust Area Services Lisa Gordon updated the Executive Committee on her follow up action list items and current activities.

2. Other

- a. Draft agenda for May 7 communications planning session

Provided for information.

- b. Association of Vancouver Island Coastal Communities (AVICC) Convention

Executive Committee members and the Chief Administrative Officer reported on activities, issues and outcomes in connection with their attendance at the April 13-15 AVICC in Ucluelet.

Discussion followed on the value of proposing a similar presentation to the AVICC 'Role of Local Governments during Oil Spill Response' session, or a resolution, for the 2012 UBCM Convention.

It was Moved and Seconded that the Executive Committee request staff to provide advice on proposing a possible Union of BC Municipalities presentation or resolution regarding oil spill preparedness.

CARRIED

- c. National Energy Board

1. Report back from Apr 3 meeting

Chair Sheila Malcolmson provided a verbal update on the April 3 meeting she attended with representatives of the National Energy Board regarding the proposed consultation process for the proposed Kinder Morgan pipeline.

2. Enbridge Joint Review Panel – seeking direction

The Executive Committee decided not to participate in the joint review panel.

- d. Draft RFD for Trust Council re Tankers

Staff presented a draft Request for Decision regarding tanker traffic expansion for consideration at the June Council meeting. Discussion followed and substantive changes were suggested. Staff will bring back a revised version for review by the Executive Committee meeting.

Trustee Ken Hancock left the meeting.

- e Trust Council Request re National Marine Conservation Area (NMCA) Boundaries

Staff reported about possible attendance at a NGO coalition meeting on May 15 regarding NMCA. Staff will provide recommendations at a future meeting regarding a Council position on NMCA boundaries.

- f. Protocol with BC re Crown Land

It was Moved and Seconded that the Executive Committee has reviewed staff's work program with regard to timeframes and resource implications and instructs staff to propose revisions to the protocol agreement and letters of understanding with the Province of British Columbia relating to interests in Crown Land.

CARRIED

- g. Species at Risk Local Government Working Group update

This item was deferred to the May 8 meeting.

- h. Port Metro Vancouver Container Capacity report (pg 9)

This item was deferred to the May 8 meeting.

- i. Prep for Kinder Morgan expected announcement

This item was deferred to the May 8 meeting.

2. Executive (L. Adams) - continued

1. CAO Update/Followup Action List Review

This item was deferred to May 8 meeting.

2. Other - continued

- b. Provincially Sponsored Governance Study for Salt Spring

A March 15 letter from Salt Spring Trustees to Minister Chong requesting a provincially sponsored governance study for Salt Spring, and the Minister's April 3 reply were provided for information, along with the August 2009 briefing regarding trustee and staff roles during local government restructure studies in the Islands Trust Area.

- c. Executive Committee Bylaw Approval Process – initial outline

This item was deferred to the May 8 meeting.

- d. June 2012 Council Agenda Program, Pender Islands - revised

Provided for information.

- e. CRD Voters List

This item was deferred to the May 8 meeting.

3. Work Program

- a. Executive Committee – current work program

This item was deferred to the May 8 meeting.

The meeting adjourned 5:05 p.m. Next meeting: April 30, 2012

Sheila Malcolmson, Chair

Marie Smith, Recorder