



Executive Committee Minutes of Meeting

Date: July 3, 2012

Location: Islands Trust Victoria Office

Members Present: Sheila Malcolmson, Chair
David Graham, Vice Chair
Ken Hancock, Vice Chair
Peter Luckham, Vice Chair

Staff Present: David Marlor, Director, Local Planning Services and Acting CAO
Lisa Gordon, Director, Trust Area Services
Cindy Shelest, Director, Administrative Services
Marie Smith, Executive Coordinator (Recorder)

Staff Absent: Linda Adams, Chief Administrative Officer

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

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

3. MINUTES OF MEETING/FOLLOWUP

3.1 Minutes of Previous Meetings

3.1.1 May 7-8, 2012

By General Consent, the May 7-8, 2012 Executive Committee Meeting Minutes were approved, as amended.

3.1.2 May 28-29, 2012

By General Consent, the May 28-29, 2012 Executive Committee Meeting Minutes were approved, as amended.

3.1.3 June 12, 2012

By General Consent, the June 13, 2012 Executive Committee Meeting Minutes were approved, as presented.

3.1.4 RWM 105-12

Provided for information.

3.2 Follow-up Action List

Provided for information.

4. TRUST AREA SERVICES (L. Gordon)

4.1 Updates

4.1.1 Director's Update

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

4.2 Other

4.2.1. Seeking Ministerial Support for Islands Trust Fund's name change

Members reviewed a letter from the Trust Fund Board requesting the Executive Committee's assistance in seeking the provincial government's support of a name change for the Islands Trust Fund to "Islands Trust Conservancy".

It was Moved and Seconded:

That the Executive Committee request staff to prepare a letter for the Chair's signature to the Minister of Community, Sport and Cultural Development requesting changes to the *Islands Trust Act* that will restructure and rename the Islands Trust Fund.

CARRIED

4.2.2 Strategic Plan Public Consultation

Executive Committee members reviewed and provided comments on the Strategic Plan Public Consultation process for consideration prior to staff finalizing and posting on the website.

Chair Sheila Malcolmson left the meeting and handed Chair responsibilities to Vice Chair Peter Luckham.

4.2.3 Union of BC Municipalities (UBCM) Presentation Proposal

Members reviewed a oil spill response session proposal for UBCM to consider as part of its upcoming convention program, to be held in Victoria in September.

It was Moved and Seconded:

That the Executive Committee endorse submitting the presentation proposal entitled "Role of Local Government during Spill Response" to the Union of BC Municipalities for consideration as a session at its September 2012 convention.

CARRIED

Chair Sheila Malcolmson returned to the meeting and took over Chair responsibilities.

4.2.4 Town of Gold River re: Protection of Fish Habitat Waterways

Correspondence from the Town of Gold River advising that its Council has requested the federal government to consider abandoning proposed changes to the *Fisheries Act* that could disrupt the protection of fish habitat waterways, was provided for information. Staff advised they will monitor this issue for relevance with the Trust Area as the federal bill is implemented.

4.2.5 Trustee Steeves re: First Nations Relations

Members reviewed an email from North Pender Trustee Gary Steeves with recommendations on building First Nations relationships, following the June Council session on this issue. Staff will provide his feedback to the First Nations Working Group consultant and will incorporate as part of the post Working Group summary to Trust Council. Chair Malcolmson advised she has responded directly to Trustee Steeves.

4.2.6 Trustee Jones re: Marine Advocacy

Members reviewed an email from South Pender Trustee Mike Jones, with suggestions for marine advocacy that could include first nations involvement, following his attendance at the recent oil spill exercise in Richmond. Staff suggested this could be considered in the Strategic Plan as part of First Nations relationship building. Chair Malcolmson will respond directly to Trustee Jones.

4.2.7 Trustee Grove re: Ideas Bank

Members reviewed an email from Salt Spring Trustee Peter Grove supporting the use of the 'PlaceSpeak' system on the Islands Trust website as a public interactive communication tool. Staff noted that PlaceSpeak is being piloted federation wide as part of the Strategic Plan public consultation process. Chair Malcolmson will respond directly to Trustee Grove that if he wants to advance its use at the local trust committee level, that he could propose the idea to the Salt Spring Island Local Trust Committee.

4.2.8 Northern Gateway Project – Community Hearing Schedule

Chair Malcolmson advised that she plans to sign up and attend one of the community hearings in either August or January, as scheduling permits. Staff will provide assistance to summarize work to date on this issue, as required.

5. LOCAL PLANNING SERVICES (D. Marlor)

5.1 Updates

5.1.1 Director's Update

Director of Local Planning Services David Marlor updated the Executive Committee on follow up action list items and current activities.

5.1.2 Local Trust Committee Chairs Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs. Staff was requested to prepare for a discussion at the next meeting on reframing the effectiveness of the current format.

5.2 Other

5.2.1 Salt Spring Island LTC Bylaw No. 456 (Kings Lane -LUB Amendment)

This bylaw proposes an amendment to the Salt Spring Island Land Use Bylaw that would rezone 154-164 Kings Lane from a split commercial/residential (C5/R6) zone to a modified community facility (CF-1 (d)) zone. The rezoning would permit health care facilities, accessory retail sales, and dwelling units located above as a permitted use. The rezoning would also establish new parking criteria for medical clinics.

It was Moved and Seconded:

That the Executive Committee approve Salt Spring Island Proposed Bylaw No. 456, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 1, 2012" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.2 Salt Spring Island LTC Bylaw No. 457 (Slegg Lumber - OCP Amendment)

This bylaw would amend the Salt Spring Island Official Community Plan Bylaw 434 future land use designation from Agriculture (A) to Industrial and Commercial Services (I) and would further amend the Official Community Plan to extend Non-Village Commercial and Industrial (Development Permit Area 2) provisions to the westerly portion of the subject property.

It was Moved and Seconded:

That the Executive Committee approve Salt Spring Island Proposed Bylaw 457, cited as "Salt Spring Island Official Community Plan, 2008, Amendment No. 1, 2012" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.3 Salt Spring Island LTC Bylaw No. 458 (Slegg Lumber - LUB Amendment)

This bylaw would amend the Salt Spring Island Land Use Bylaw 355 to add a new Industrial 1 zone variation (In1(b)) to permit uses of an agricultural produce storage and distribution center, and to change the split zoning designation of the easterly portion of the site from Industrial 3 (In3) and Agriculture 1 (A1) to the new In1(b).

It was Moved and Seconded:

That the Executive Committee approve Salt Spring Island Proposed Bylaw 458, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2012" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.4 Salt Spring Island LTC Bylaw No. 459 (Slegg Lumber - LUB Amendment)

This bylaw would amend the Salt Spring Island Land Use Bylaw 355 to add a new Industrial 1 zone variation (In1(c)) to permit uses of a building supply center with a lot coverage not exceeding 20% of the lot area, and to change the split zoning designation of the westerly portion of the site from Industrial 3 (In3) and Agriculture 1 (A1) to the new In1(c).

It was Moved and Seconded:

That the Executive Committee approve Salt Spring Island Proposed Bylaw 459, cited as "Salt Spring Island Land use Bylaw, 1999, Amendment No. 3, 2012" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.5 Hornby Island LTC Bylaw No. 145 (STVR Regulations - LUB Amendment)

This bylaw would amend the Vacation Home Rental Regulations of the Hornby Island Land Use Bylaw to expand the times of year the use can be in place for properties with two legal dwellings from May – September, to all year. .

It was Moved and Seconded:

That the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 145, cited as "Hornby Island Land Use Bylaw No. 86, 1993, Amendment No. 1, 2012" under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.6 Mayne Island LTC Bylaw No. 157

This bylaw will amend the Mayne Island Land Use Bylaw (LUB) for the purpose of rezoning a property at 568 Fernhill Road from the current C3(a) Service Commercial zone to the C1(c) Settlement Commercial zone. The permitted uses for the C1(c) zone are proposed to be retail sales, accessory dwelling, and accessory uses buildings and structures.

It was Moved and Seconded:

That the Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 157, cited as "Mayne Island Land Use Bylaw No.146, 2008, Amendment No. 1, 2012", under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.7 North Pender Island LTC Bylaw No. 190

Consideration of this bylaw was deferred to the July 24 Executive Committee meeting.

5.2.8 North Pender Island LTC Bylaw No. 191

This bylaw would amend the North Pender Island Land Use Bylaw rezone Water 1 (a marine water zone) to include W1 (b) a site-specific zone to permit 'placement of a marine geothermal loop for the purpose of domestic heating and cooling accessory to the upland residential property'.

It was Moved and Seconded:

That the Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 191, cited as "North Pender Island Land Use Bylaw 103, 1996, Amendment No. 2, 2012", under Section 24 of the *Islands Trust Act*.

CARRIED

6. ADMINISTRATIVE SERVICES (C. Shelest)

6.1 Updates

6.1.1 Director's Update

Director of Administrative Services Cindy Shelest updated the Executive Committee on follow up action list items and current activities.

6.2 Other

6.2.1 H. Holm re: Contract Awards Policy

Members reviewed correspondence from Harlene Holm suggesting changes to the Islands Trust policy regarding contract awards. Staff recommended referring this issue to the Financial Planning Committee to consider the suggested amendments to the Procurement Policy.

It was Moved and Seconded:

That the Executive Committee request staff to refer the above noted letter and issue to the Financial Planning Committee for review and consideration and for staff to reply to the writer advising of such.

CARRIED

6.2.2 Trustee Laptops Summary

Cindy will advise trustees who do not currently have a laptop that one will be available upon request.

6.2.3 Village of Belcarra re: Carbon Offsets

Executive Committee members reviewed a letter from the Village of Belcarra informing local governments of its recent resolution to not purchase carbon offsets to become carbon neutral as contemplated by the BC/UBCM Climate Action Charter.

7. EXECUTIVE/TRUST COUNCIL (L. Adams - Absent)

7.1 CAO Update

Due to the absence of the Chief Administrative Officer, no report provided.

7.2 Other

7.2.1 Executive Committee Meeting and Teleconference Schedule

Members discussed whether to adjust the timing of Executive Committee meetings and teleconferences and agreed to keep the current schedule, adding additional electronic meetings, as required.

7.3 Post June 2012 Trust Council

7.3.1 Roundtable

Executive Committee and senior staff provided comments and feedback regarding the June 2012 Islands Trust Council meeting.

8.1.2 Trustee Comments/Requests

Members and senior staff reviewed and discussed the post Council comments provided by Trustees Johnston and Law, for consideration when planning future Council meetings and procedures.

Staff was requested to forward the draft Council Committee meeting agendas to the respective Executive Committee representative, and for the respective Executive Committee member to correspond with their Council Committee Chair and senior staff contact prior to the respective meeting.

The usefulness of planning team meetings at Council versus holding electronically or in local area was discussed and how to make the Local Planning Session more relevant to all Council members. Staff was requested to advise trustees that that team meetings will be held outside of Council meetings, either electronically or at an agreed location.

8.1.3. Trust Council Followup Action List

Provided for information.

8.1.4 Trust Council Continuous Learning Plan

Provided for information.

8.1.5 Draft September 2012 Council Program

The draft 3 day program for the September 2012 Council meeting on Bowen Island was reviewed, discussed and changes were suggested. A final version will be reviewed in early August 2012.

9. NEW BUSINESS

10. CLOSED SESSION

It Was Moved and Seconded:

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 3:05 pm.
The meeting reopened to the public at 3:14 pm.

RISE AND REPORT

It was Moved and Seconded

That the Executive Committee request staff to release the legal opinion dated January 30, 2012 regarding Riparian Area Regulation (RAR) implementation, as requested by the Mayne Island Local Trust Committee and to include a summary cover document.

CARRIED

11. NEXT MEETING AND ADJOURNMENT

Next Executive Committee meeting: Tuesday, July 24, 2012.

The meeting adjourned at 3:18 p.m.

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder