



Executive Committee Minutes

Date: July 24, 2012

Location: Islands Trust Victoria Office

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

Staff Present: Linda Adams, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Lisa Gordon, Director, Trust Area Services
Cindy Shelest, Director, Administrative Services
Marie Smith, Executive Coordinator (Recorder)

Members Absent: Ken Hancock, Vice Chair

Guests-Public: Andrew Stone, Bowen Island Municipal Trustee

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

Additions for Consideration:

8.1 Bowen Municipal Trustee Stone re: Tanker Traffic/Pipeline Issue

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

3. MINUTES OF MEETING/FOLLOWUP

3.1 Minutes of Previous Meetings

3.1.1 July 3, 2012

By General Consent, the July 3, 2012 Executive Committee Meeting Minutes were approved, as amended.

3.2 Follow-up Action List

Provided for information.

4. EXECUTIVE/TRUST COUNCIL (L. Adams)

4.1 Updates

4.1.1 Chief Administrative Officer's Update

CAO Linda Adams updated the Executive Committee on follow up action list items and current activities.

4.2 Other

4.2.1 Strategic Plan – Update re Public Consultation Program and Process

Members reviewed recent statistics on responses received by the public as part of the Strategic Plan Public Consultation Program.

4.2.2 Trustee Gary Steeves re Strategic Plan Addition

Members reviewed a request from North Pender Trustee Gary Steeves to consider adding 'Economic Dependencies' on the Strategic Plan. Discussion followed on the benefit of this type of analysis and whether this issue was tied into land use planning and could be considered as an activity in the Plan.

No reply required.

4.2.3 Strategic Plan input – staff meeting survey

Members reviewed results from a recent staff survey to provide input to what they considered the most and least important priorities for the Strategic Plan.

Members requested that the Council survey results be reviewed at the next Executive Committee meeting.

4.2.4 Strategic Plan – Initial Discussion Draft for Council Committees

Staff presented for review and comment. This document will be sent to each Council Committee for review and comment; then returned for further review by the Executive Committee at its August 28 meeting.

Executive Committee members provided comments and recommended changes to the proposed briefing and draft strategic plan and suggested holding a special meeting to review the documents in more detail.

By General Consent, the Executive Committee requested staff to arrange a Special Electronic meeting in order to conduct a discussion of the proposed 2011-2014 Strategic Plan, prior to review by Council Committees.

Staff advised that Executive Committee members could provide further comments to the Chief Administrative Officer to incorporate prior to this meeting.

The meeting recessed at 12:15 pm.

The meeting reconvened at 12:40 pm.

4.2.5 Salt Spring Island LTC Request re Coordination of SSILTC Water Issues

Members reviewed a motion passed by the Salt Spring Island Local Trust Committee at its July 5, 2012 meeting: *That the Salt Spring Island Local Trust Committee requests the Executive Committee instruct staff to explore the ways and means by which the Islands Trust Act may enable the Islands Trust Council to assist, in particular, by applying s.8(2)(b) of the Islands Trust Act which reads: "coordinate and assist in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies for the preservation and protection of the trust area and its unique amenities and environment".*

Discussion followed on the potential application of this elsewhere in Trust Area.

It was Moved and Seconded:

That the Executive Committee instruct staff to explore the ways and means by which the *Islands Trust Act* may enable the Islands Trust Council to assist, in particular, by applying s.8(2)(b) of the *Islands Trust Act* which reads: “coordinate and assist in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies for the preservation and protection of the trust area and its unique amenities and environment”.

CARRIED

4.2.6 Proposed Agenda for meeting with Bowen Council & Executive Committee

Members reviewed a draft agenda for a proposed joint meeting with Bowen Municipal Council, to be held September 10, prior to the September 11-13 Trust Council meeting on Bowen Island. Staff will forward the draft agenda to Bowen Island Municipality for review and input and return the agenda to the next Executive Committee meeting for further review.

4.2.7 Proposed Outline for Joint Session with Bowen and Trust Councils

Members reviewed a draft outline for the proposed joint session with Bowen Municipal Council and Islands Trust Council to be held during the September 2012 Trust Council meeting on Bowen Island. Staff will forward the draft agenda to Bowen Island Municipality for review and input and return the agenda to the next Executive Committee meeting for further review.

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 Chair Updates – Discussion on Reframing Effectiveness

Following discussion on the effectiveness of the local trust committee chair updates, members agreed to continue these updates at each meeting. The Director of Local Planning Services expressed the benefit he receives in hearing about the LTC chairs' political perspective on local trust committee activities and meetings and the sharing information on local issues.

5.2 Other

5.2.1 North Pender Island LTC Bylaw No. 190

This bylaw proposes an amendment to the land use bylaw for site-specific zoning to permit the construction of a seawall. Proposed Bylaw 190 would amend the Water 1 (a marine water zone) to include W1 (a) a site-specific zone to permit 'erosion protection in the form of seawalls' to be sited within 2.28 metres of the natural boundary of the sea, with a maximum height of 5.5 m but at no point to project more than 0.3 m above the finished grade on the upslope side. The objective of the seawall is, in part, to protect a registered archaeological site that is vulnerable to ongoing erosion.

It was Moved and Seconded:

That the Islands Trust Executive Committee approves North Pender Island Local Trust Committee Bylaw No. 190, cited as "North Pender Island Land Use Bylaw 103, 1996, Amendment No. 1, 2012", under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.2 Trust Council RFD – Galiano Island Development Approval Information Bylaw

By General Consent, the Islands Trust Executive Committee endorsed forwarding the above noted Request for Decision to the Islands Trust Council for review and consideration at its September 2012 meeting.

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 Briefing re: Changes to Local Trust Committee Project Budget Expenditures

This briefing was provided for information following inquiries from Local Trust Committees (LTCs) about their ability to modify the work plan associated with their approved budget.

It was Moved and Seconded:

That the Executive Committee refer the Changes to Local Trust Committee Project Budget Expenditures Briefing to the Financial Planning Committee for consideration and possible recommendation to Trust Council that Policy 6.5.ii. be amended prior to 2013/14 budget to address changes to work plans.

CARRIED

7. TRUST AREA SERVICES (L. Gordon)

7.1 Updates

7.1.1 Director's Update

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

7.2 Other

7.2.1 Parks Canada letter re: proposed NMCA meeting

Provided for information. A meeting is being arranged for August 29, 2012; respective trustees and staff have been invited.

7.2.2 Draft Oil Spill Response Session Outline for September Council

By General Consent, the Islands Trust Executive Committee endorsed forwarding the above noted session outline to the Islands Trust Council for review at its September 2012 meeting.

7.2.3 UBCM Convention – Process to Request Premier/Minister Meetings

By General Consent, members agreed that no minister meeting would be requested during the 2012 UBCM Convention in Victoria.

7.2.4 Prep for Kinder Morgan President's Presentation at August 14 EC meeting

Staff asked about expectations for work to prepare for the proposed August 14 presentation by Kinder Morgan's President, Ian Anderson to the Executive Committee. Chair Malcolmson Sheila will recirculate previous notes from staff; no additional work is required.

7.2.5 Puget Sound Partnership request to speak to EC August 14

Staff presented a verbal request from the Puget Sound Partnership to speak with the Executive Committee at its August 14 meeting, as part of the trans-boundary relationship with Washington to support Canadian adoption of advocacy tools.

Staff will advise that the Executive Committee will re-evaluate the request to speak at a future meeting after the September Trust Council meeting.

7.2.6 July 10 Kinder Morgan letter re Trans Mountain Pipeline

Provided for information.

7.2.7 Trustee Gary Steeves email re Advocacy Policy

Chair Malcolmson will respond directly to Trustee Steeves that the issues noted are being addressed in the proposed Strategic Plan.

7.2.8 Trustee Stamford email re communications

Chair Malcolmson will respond directly to Trustee Stamford.

7.2.9 Communications Plan

This item was deferred to a future meeting.

By General Consent, the Executive Committee requested staff to arrange a Special Electronic meeting in order to conduct a discussion of the proposed 2011-2014 Communications Plan.

7.2.10 Provincial Government Carbon Tax Review – public comment deadline Aug 31/12

By General Consent, the Executive Committee agreed to provide no comment at this time.

8. NEW BUSINESS

8.1 Bowen Municipal Trustee Stone re: Tanker Traffic/Pipeline Issue

Bowen Municipal Trustee and Greater Vancouver Regional Director Andrew Stone addressed the Executive Committee about Islands Trust making a representation as a delegation to the Environment and Parks Committee of Metro Vancouver, about Council's position regarding the tanker traffic/pipeline issue, and incorporating the existing power point presentation made at the 2012 AVICC convention.

Discussion followed on getting support from Trust Council and members suggested that Trustee Stone propose a Request for Decision, through the Trust Programs Committee. This issue will be discussed further at a post Council Executive Committee meeting in October.

9. 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 staff attend the meeting.

CARRIED

The meeting was closed to the public at 3:35 pm.
The meeting reopened to the public at 3:50 pm.

10. NEXT MEETING AND ADJOURNMENT

Next Executive Committee meeting: Tuesday, August 7, 2012.

The meeting adjourned at 3:51 p.m.

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder