



# Executive Committee Agenda

Date: Tuesday, December 4, 2012  
Time: 12:30 pm  
Location: Community Gospel Chapel  
147 Vesuvius Bay Road, Salt Spring Island, BC

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	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
3. MINUTES/COORDINATION	
3.1 Minutes of Meetings/Resolutions Without Meeting	
3.1.1 November 20, 2012	2 - 8
3.2 Followup Action List	9 - 10
4. BUSINESS	
4.1 Resolution Options re Increasing Coal Shipments from Port Metro Vancouver (for proposed Council new business item from P. Johnston)	11 - 18
4.2 AVICC Workshop Request - verbal	
4.3 Executive Committee Authority re Position on Bridges in the Trust Area - verbal	
4.4 Pender Chamber of Commerce re BC Ferries Rates	19 - 23
4.5 Trustee Representative on Information Systems Advisory Group - RFD	24 - 27
4.6 Potential Dates for EC Workshop on Effectiveness - verbal	
5. CLOSED MEETING	
<p>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.</p>	
6. RISE AND REPORT	
7. NEW BUSINESS	
8. NEXT MEETING AND ADJOURNMENT	



## Executive Committee Minutes of Meeting

**Date/Time:** Tuesday, November 20, 2012

**Location:** Islands Trust Victoria Office

**Members Present:** Sheila Malcolmson, Chair  
David Graham, Vice Chair  
Peter Luckham, Vice Chair  
Ken Hancock, 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  
Miles Drew, Bylaw Enforcement Manager  
Marie Smith, Executive Coordinator and Recorder

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### 1. CALL TO ORDER/APPROVAL OF AGENDA

The meeting was called to order at 10:05 am. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

#### **Additions for Consideration:**

- 8.1 Powell River Regional District Letter re: BC Coastal Ferries Consultation and Engagement Process
- 8.2 Gulf Islands Alliance letter to Trust Council re: oil tanker and barge traffic in Salish Sea

By General Consent, the agenda was adopted as amended.

### 2. CLOSED SESSION

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1)(c) and (g) of the Community Charter to discuss matters related to labour relations and other employee relations and litigation or potential litigation, and that staff attend the meeting.

**CARRIED**

The meeting closed to the public at 10:08 am and reopened at 12:02 pm.

### RISE AND REPORT

Chair Malcolmson advised that the Executive Committee reported on a motion from the In Camera Executive Committee meeting of April 17, 2012:

#### **Request for Legal Funding re: Stoneman**

That the Executive Committee authorize funding of legal costs to acquire an injunction against Daniel J. Stoneman and Debra M. Stoneman, owners of property at 2600 Swan Road, Denman Island legally described as Lot A, Section 23, Denman Island, Nanaimo District, Plan VIP74719, to require them to conform to the Denman Island Land Use Bylaw No. 186 by either removing all structures in the setback from the sea and all structures that are in a development permit area without benefit of a permit or by acquiring a development permit and completing the conditions of the permit.

Chair Malcolmson advised that the Executive Committee reported on a motion from the In Camera Executive Committee meeting of November 20, 2012:

**Letter of Dan Stoneman, dated November 18, 2012**

That the Executive Committee request staff to write to Mr. Stoneman thanking him for his letter of November 18, 2012 and advising that the letter has been forwarded to our legal counsel.

**3. MINUTES OF MEETING/FOLLOWUP**

**3.1 Minutes of Previous Meetings**

3.1.1 October 30, 2012

By General Consent, the Minutes of the October 30, 2012 Executive Committee Meeting were approved, as amended.

**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.

4.1.2 Trust Programs Committee Update

Vice Chair Hancock provided a verbal update on the recent Trust Programs Committee meeting.

4.1.3 Trust Fund Board Update

Vice Chair Luckham provided a verbal update on the recent Trust Fund Board meeting.

**4.2 Other**

4.2.1 AVICC - Potential Workshop

It was Moved and Seconded:

That the Executive Committee request staff to provide advice on proposing a BC Ferries themed workshop at the 2013 AVICC Convention.

**CARRIED**

4.2.2 Correspondence re Seymour Park, Bowen Island

Staff was requested to provide advice at a future meeting.

4.2.3 Correspondence Policy re news release distribution

Staff was requested to provide advice at a future meeting.

#### 4.2.4 Island Studies Conference, May 2013 Gabriola Island

Staff was asked to provide a response to the conference organizers' request letter for review at the next Executive Committee teleconference, and to develop a proposal for a session about governance for review by the Executive Committee.

#### 4.2.5 BC Ferries Communications – Briefing

Staff provided a briefing outlining a communications plan for an Islands Trust response to the BC Coastal Ferries Consultation and Engagement process. Discussion followed on what key messages should be.

#### 4.2.6 TEDx Gabriola – Unity in Diversity

Staff was requested to provide advice at a future meeting.

#### 4.2.7 R. Schnurr re: Support for Live Aboards

Staff was requested to provide advice at a future meeting.

### 4.3 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its December 2012 meeting.

#### 4.3.1 National Marine Conservation Area Reserve - RFD

As amended.

#### 4.3.2 Islands Trust Response to BC Ferries Consultation – RFD – reviewed by RWM

Further amendments were requested prior to approval by Resolution Without Meeting.

#### 4.3.3 Trust Area Services Director Quarterly Report

As presented.

#### 4.3.4 Trust Programs Committee Work Program

As presented.

#### 4.3.5 Trust Fund Board Quarterly Report

As presented.

#### 4.3.6 Legislative Monitoring - Briefing

As amended.

## 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

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

## 5.1.3 Local Planning Committee Update

Vice Chair Graham provided a verbal update on the recent Local Planning Committee meeting.

## 5.2 Other

### 5.2.1 Saturna Island LTC Bylaw No. 109

The purpose of this bylaw is to amend the Saturna OCP by redesignating the Lyall Creek Development Permit Area and to amend the Development Permit provisions that apply to the area surrounding the creek in order to comply with the *Fish Protection Act* and the Riparian Areas Regulation.

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 109 cited as: "Saturna Island Official Community Plan Bylaw No. 70, 2000, Amendment No. 2, 2012", under Section 24 of the *Islands Trust Act*.

**CARRIED**

### 5.2.2 Request to Sponsor Application – Salt Spring Conservancy

It was Moved and Seconded:

That the Executive Committee financially sponsor the Salt Spring Island Conservancy application fee to rezone a property near Blackburn.

**CARRIED**

### 5.2.3 Request to Sponsor Application – Comox Regional District

It was Moved and Seconded:

That the Executive Committee financially sponsor the Comox Regional District application for a combination Development Permit/Siting and Use Permit (\$550) required to install two water tanks for firefighting purposes in Bill Mee Park, Denman Island.

IN FAVOUR – 3  
OPPOSED – 1  
(Hancock)  
**CARRIED**

### 5.2.4 Request to Sponsor Application – Mayne Island Water Improvement District

It was Moved and Seconded:

That the Executive Committee financially sponsor the Mayne Island Improvement District application up to \$5500 for a rezoning to allow for the expansion of the Mayne Island Fire Hall on a portion of an adjacent residentially zoned property.

IN FAVOUR – 3  
OPPOSED – 1  
(Hancock)  
**CARRIED**

It was Moved and Seconded:

That the Executive Committee request staff to bring back information on the Application Sponsorship Policy in regards to other local government bodies applying for funding.

**CARRIED**

#### 5.2.5 Additional Strategic Plan Activity – Legal Dwelling

Provided for information.

### **5.3 Trust Council Items**

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its December 2012 meeting.

#### 5.3.1 Greenshores for Homes/Shoreline Mapping Session Outline

As presented.

#### 5.3.2 Local Planning Committee Report

As amended.

#### 5.3.3 Director of Local Planning Services Report

As presented.

#### 5.3.4 Riparian Areas Regulations Update – Briefing

As presented.

#### 5.3.5 Bylaw Investigations Report – Briefing

As amended.

#### 5.3.6 Bylaw Enforcement Notice Dispute Adjudication System

Add to Bylaw Investigations Report for Council.

#### 5.3.7 Unconventional Housing - RFD

As amended.

## **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**

No items.

### **6.3 Trust Council Items**

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its December 2012 meeting.

#### 6.3.1 Director of Administrative Services Report

As presented.

#### 6.3.2 Financial Planning Committee Report

As presented.

#### 6.3.3 2013-14 Draft Budget Session Outline

As amended.

#### 6.3.4 September 30, 2012 Quarterly Financial Statement – RFD

As presented.

#### 6.3.5 Policy 7.2.v Restructure Incorporation Study Cost Allocations – RFD

As presented.

#### 6.3.6 Policy 7.2.vi Municipal Tax Requisition Calculation – RFD

As amended.

#### 6.3.7 2012-13 Forecast - Briefing

As presented.

## **7. EXECUTIVE/TRUST COUNCIL (L. Adams)**

### **7.1 Updates**

#### 7.1.1 CAO's Update

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

### **7.2 Other**

#### 7.2.1 Outline for proposed Council Briefing re Governance Restructure

Staff was requested to prepare a Trust Council briefing for Executive Committee review.

### **7.3 Trust Council Items**

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its December 2012 meeting.

#### 7.3.1 Delegation Requests: Island Studies Conference, T. Varzeliotis; J. McClean

As presented. Staff will advise the delegates of their acceptance and the 10 minute timeline granted for each presentation.

7.3.2 Decision and Information Items Agenda

As presented.

7.3.3 Executive Committee Report

As amended.

7.3.4 Chief Administrative Officer's Report

As presented.

7.3.5 Continuous Learning Plan

As amended.

7.3.6 Priorities Chart

As amended.

7.3.7 Proposed 2013 Council Meeting Schedule

As amended.

7.3.8 Draft March 2013 Council Program

As presented.

7.3.9 Strategic Plan Update – Briefing

As presented.

7.3.10 Trust Council Followup Action List

As presented.

7.3.11 Draft September 2013 Council Minutes

As amended.

## **8. NEW BUSINESS**

### 8.1 Powell River RD Request for Input to BC Coastal Ferries Consultation & Engagement Process

Executive Committee members agreed to forward documentation on Trust Council's position following consideration of the Request for Decision on this issue at the December Council meeting.

### 8.2 Gulf Islands Alliance letter to Trust Council re: oil tanker and barge traffic in Salish Sea

By General Consent, the Executive Committee approved that the above noted letter be forwarded to the Islands Trust Council for consideration during its December 2012 meeting.

## **9. NEXT MEETING AND ADJOURNMENT**

Next meeting: December 4, 2012. The meeting adjourned at 5:00 pm.

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*Sheila Malcolmson, Chair, Islands Trust Council*

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*Marie Smith, Executive Coordinator and Recorder*





## Executive Committee Follow-up Action List

EC Mtg	<b>Bold = regular items</b>	WHO / Activity	WITH/TO	TARGET
<b>LINDA ADAMS</b>				
	<b>Executive Committee Report - review work program priorities</b>			<b>Every mtg.</b>
	<b>Prepare report re delegation of Trust Council Power re coordination</b>			
Nov 20/12	Advise trustees re response to Stoneman email			done
Nov 20/12	Respond to D. Stoneman email			done
Nov 20/12	Implement incamera decisions			Nov
Oct 30/12	Provide advice on EC work program management and prioritization			2012
Oct 30/12	Ensure TC referrals are priorities on Committee work programs as per existing policies	w/mgrs		2012
Sep 11/12	Prepare report re delegation of Trust Council power to a local trust committee			2012
Sep 27/10	Develop a long-term CAO succession strategy			2012
Sep 27/10	Develop an emergency CAO succession strategy			2012
Jul 28/09	Consider attending LTC meetings (in consultation with LTC Chairs)			Ongoing
<b>LISA GORDON</b>				
	<b>Legislative Monitoring Chart (bi annual)</b>		<b>w/CF</b>	<b>Dec</b>
Nov 26/12	Identify implications of researching ITPS policy re bridges			2013
Nov 20/12	Develop response re Islands Studies Conference request			Dec 4
Nov 20/12	Provide advice re hosting an AVICC workshop re BC Ferries issues	w/CF		Dec 4
Nov 20/12	Develop advice re response to R. Schnurr	w/DM		Dec
Nov 20/12	Develop advice re TEDex request			Dec
Nov 20/12	Develop advice re news release distribution	w/LS		Jan
Nov 20/12	Develop advice re Seymour Park correspondence	w/LA/CT		Jan
Oct 30/12	Develop proposal to Islands Studies Conference on Gabriola re governance	w/LA/DM		Dec
Oct 30/12	Notify subscribers re Kinder Morgan and BC Ferries consultation opportunities and IT advocacy pages	w/CF		Dec
Oct 30/12	Ferry advocacy tasks as discussed	w/CF		Nov 20
Oct 16/12	Puget Sound partnership and Howe Sound partnership – place on future agenda	w/CF		2013
Oct 16/12	Forward Goldman letter to Powell River RD and advise writer	w/CF		Nov
Oct 16/12	Consider whether action is required to support an NMCA workshop at AVICC	w/LA/CF		2012
Oct 16/12	Suggest potential amendments for Policy 6.12.ii (UBCM/AVICC)	w/CF		2012
Oct 16/12	Amend Protected Area Indicator Report and post to website	w/CF		Dec
Oct 16/12	Arrange meeting with NGOs re pleasure craft sewage	w/CF		2012
Oct 16/12	Amend Communications Work Plan and place on future agenda to discuss priorities	w/LS		2012
Aug 14/12	Refer S. Steil letter to ITPS topic review inventory (Chair to reply by email)			2012
Aug 14/12	New website – meeting package standards			2012
Aug 7/12	Place C to C funding on a future agenda for consideration			2012
July 3/12	Letter to First Nations to cover distribution of Council decisions re: pipeline			Nov
July 3/12	Draft Chair's letter to Minister re legislative change for Trust Fund Board			Nov
July 3/12	Forward draft Council Committee meeting agenda to respective Executive Committee rep - EC rep to correspond with CC Chair/staff prior to meeting			ongoing
Mar 29/12	Respond to S Steil re pleasure craft sewage pollution issue	w/SM/KH		2012
Mar 29/12	Establish practice of cc'ing/advising San Juan county on topics of interest	w/CF		Ongoing
Nov 22/11	Proceed with next phase of video project			2012
Oct 11/11	Monitor Joint Review Panel re Enbridge Northern Gateway Project			2012
Nov 3/10	Develop a Continuous Learning session about advocacy/media relations			2012
Nov 2/10	Develop letter to minister re First Nations issues (part of \$10,000 program item)	w/LA		2012
Aug 31/10	Implement marine shipping advocacy program	w/CF		2012
Oct 14/09	Draft letter to BC Ferries re protocol agreement	w/SM		2012

<b>EC Mtg</b>	<b>Bold = regular items</b>	<b>WHO / Activity</b>	<b>WITH / TO</b>	<b>TARGET</b>
<b>DAVID MARLOR</b>				
<i>Nov 20/12</i>		Report re sponsorship of Mayne Is. Improvement District rezoning application	w/RK	Done
<i>Nov 20/12</i>		Report re sponsorship of Comox RD application for DP/SUP	w/CS	Done
<i>Nov 20/12</i>		Report re sponsorship of SS Conservancy rezoning application	w/LH	Done
<i>Nov 20/12</i>		Provide advice re application sponsorship policy re sponsorship of gov. bodies		2013
<i>Nov 20/12</i>		Establish consistent use of bylaw checklist with planners		2013
<i>Nov 20/12</i>		Incorporate Rise and Report motions into incamera staff report templates	w/MD	Jan
<i>Oct 30/12</i>		Implement incamera decisions	w/MD	Jan
<i>Oct 30/12</i>		Report on ideas to provide LTCs with context for strategic plan		Jan
<i>Sep 11/12</i>		Organize Joint CRD/SG Islands liaison meeting		2013
<i>Aug 14/12</i>		Further info to EC members re Islands Trust jurisdiction	w/LA	2013
<i>Aug 14/12</i>		Review and report on process for development of RD/LTC protocol agreements	w/LG to TC	Feb
<i>Aug 14/12</i>		Review and report on ILMB process regarding tenure referrals	w/LG to TC	Feb
<i>Nov 22/11</i>		Develop bylaw enforcement strategy for EC re unlawful foreshore structures	w/MD	2013
<i>Nov 22/11</i>		Develop bylaw enforcement strategy for EC re unlawful dwellings	w/MD	2013
<i>Nov 22/11</i>		Work with CVRD and Thetis LTC re bylaw violations on remote islands	w/MD	2013
<i>May 11/10</i>		Legal advice service – place on future agenda?	w/RPMs	2013
<i>Jan/08</i>		Subdivision Approving Officer – Access to water requirements/LOU review		2013
<b>CINDY SHELEST</b>				
<i>Jul 3/12</i>		Trustee laptops – develop strategy		Done
<i>July 3/12</i>		Forward draft Council Committee meeting agenda to respective Executive Committee rep - EC rep to correspond with CC Chair/staff prior to meeting		ongoing
<i>Mar 29/12</i>		Develop draft RFD re amendments to Policy 7.2.v	w/CE	Done
<b>MARIE SMITH</b>				
<i>Nov 20/12</i>		Put on EC telecon agenda: potential dates for EC workshop on effectiveness		Dec 4
<i>Nov 20/12</i>		Advise TC delegation requests of acceptance		Done
<i>Nov 20/12</i>		Advise Saturna LTC re EC approval of Bylaw 109 by deadline		Done
<i>Nov 20/12</i>		Add 'rise and report' sections to EC agenda templates (open and incamera)		Done
<i>Oct 30/12</i>		Puget Sound Partnership Request and Howe Sound Mgmt Plan on 2013 agenda	w/LG	2013
<i>Oct 30/12</i>		Seek meeting with Min Bennett in early Jan/13	w/LG	Jan
<i>Aug 14/12</i>		Add to agenda – online council committee agenda packages		2013
<i>Aug 7/12</i>		Put 'electronic meeting improvements' on a future agenda	w/CS	2013
<i>Jan 26/10</i>		Add TFB and committee updates after meetings to EC agendas		As req'd
<b>CARMEN THIEL</b>				
<i>May 31/11</i>		Provide advice about referrals to proposed bylaws in EC minutes	w/DM/MS	2013
<i>Aug 17/10</i>		Review practices re SSILTC correspondence (consistency of practice, electronic posting of correspondence)		2013
<i>Jul 13/10</i>		Ensure RPMs are using consistent approach to CIMs and PHs as LTC meetings, use of notice, agendas, minutes, etc.		2013
<i>Feb 24/09</i>		Ensure consistent advice about LTC meetings/open meetings/staff presence		2013
<i>Feb 24/09</i>		Ensure that minute takers are using Islands Trust standards		2013
<i>Feb 9/10</i>		Develop guidelines for confidential/anonymous correspondence management		2013

### **Resolution options re: increasing coal shipments from Port Metro Vancouver**

1. That the Islands Trust Council request the Chair to send a letter to Port Metro Vancouver to advocate for a delay on any decision that could result in increased coal shipment capacity until the Port Authority has consulted with the public and to encourage the Port to uphold its mission to facilitate trade in the best interest of all Canadians.
2. That the Islands Trust Council request the Chair to sign the November 27, 2012 open letter to the Vancouver Fraser Port Authority by Bill McKibben, James Hansen, Mark Jaccard and Andrew Weaver outlining concerns about proposed projects that would increase coal export capacity.

TO:

Board, Vancouver Fraser Port Authority  
Planning and Development Committee, Vancouver Fraser Port Authority  
Robin Sylvester, CEO Vancouver Fraser Port Authority

CC:

Mayor and Council, City of Surrey  
Mayor and Council, City of North Vancouver  
Chief and Council, Tsleil-Waututh First Nation  
Chief and Council, Squamish First Nation  
Chief and Council, Kwantlen First Nation  
Chief and Council, Musqueam First Nation  
Chief and Council, Kwikwetlem First Nation  
Chief and Council, Semiahmoo First Nation  
Chief and Council, Katzie First Nation  
Chief and Council, Qayqayt First Nation  
Board, Metro Vancouver Regional District  
Carol Mason, CAO Metro Vancouver Regional District

November 27 2012

We are writing today to express our concerns about two tenant-led project proposals currently under review by the Port Authority: the Fraser Surrey Docks Direct Coal Transfer Facility, and the Neptune Terminals Upgrades | Coal Handling Expansion.

If approved, these two projects will increase coal exports from the Port Authority by up to 14 million metric tonnes (Mt) per year. This will bring the Port Authority's coal export capacity up to a staggering 55 to 59 Mt per year, *making it the largest coal exporter in North America*. Converted into global warming emissions, this volume of exported coal will release, when burned, more than 100 Mt of CO<sub>2</sub> emissions per year, a volume of global warming pollution much larger than all the emissions within BC each year, and more than that associated with oil exports from the proposed Enbridge Northern Gateway pipeline.

As we are sure you know, the Northern Gateway pipeline proposal has been submitted to intense scrutiny through a broad public review process, and has received extensive media coverage. In contrast, the proposals now before the Port Authority have received little attention until quite recently, even though, when considered cumulatively, they have similarly significant implications for our climate and future generations.

This is a problem that we call on you to correct.

The mandate of the Vancouver Fraser Port Authority states that it is to "operate with broad public support in the best interests of Canadians." We write to you today to insist that these proposals are not in the best interests of Canadians, nor anyone else. They will by their very nature hasten the onset of dangerous climate change, which poses a clear threat to human health and well-being. We also ask that you acknowledge that you cannot legitimately claim that these projects have broad public support, because you have not adequately informed the general public about their existence nor sufficiently invited the public to provide comment on their impacts.

To rectify this failure to meet your mandate, we ask that the Port Authority take the following steps:

1. Delay any decision making on either project application;
2. Inform the general public of Metro Vancouver of the scope of these projects, and develop a straightforward and transparent process for inviting and publicly tabulating their input;
3. Incorporate explicit consideration of the global climate change impacts of project proposals into the decision making process for these and all future projects.

The International Energy Association, the World Meteorological Association and the United Nations have all recently released warnings that we are not doing enough to reduce global warming emissions, and that the opportunity to avoid catastrophic runaway climate change is rapidly closing. Given all that is at stake, the

Port Authority has an ethical obligation to pause and seriously reconsider these two coal export proposals and to re-evaluate its decision making processes.

We look forward to your public response to these requests.

Sincerely,

Bill McKibben, founder 350.org

Naomi Klein

James Hansen, climate scientist

Tzeporah Berman, Vancouver

Mark Jaccard, Professor, Sustainable Energy, Simon Fraser University; member, Intergovernmental Panel on Climate Change

Andrew Weaver, Professor, University of Victoria; member, Intergovernmental Panel on Climate Change

Wilderness Committee

Greenpeace Canada

David Suzuki Foundation

James MacKinnon, author, The 100-Mile Diet

Voters Taking Action on Climate Change

StopThePave.org

Georgia Straight Alliance

UBCC350

BC Yukon KAIROS

Council of Canadians

StopCoal.ca

Social and Environmental Justice Committee of Vancouver Quakers

Dogwood Initiative

Lynne Quarmby, Professor and Chair, Department of Molecular Biology & Biochemistry, Simon Fraser University

Bruce Mohun, Science Journalist and TV Director

Dr. Arne Mooers, Biosciences, Simon Fraser University

Eric Doherty, Vancouver

BC Sustainable Energy Association

Simon Donner, Assistant Professor, University of British Columbia

Jackie Larkin, Victoria

Friends of the Earth (FOE) Canada

Canadian Centre for Policy Alternatives -- BC Office

Christopher O'Brien, Toronto

Tanker Free BC

Arzeena Hamir, Amara Farm, Courtenay

William Rees, PhD, FRSC  
ForestEthics Advocacy  
Esther M. Verheyen, Professor, Molecular Biology and Biochemistry, Simon Fraser University  
Manitoba Wildlands  
Fred Bass, Vancouver  
Richard Marcuse Consulting  
Kathryn Harrison, University of British Columbia, Professor  
Green 13, Toronto  
Rob Baxter, Principal, Vancouver Renewable Energy; Director, Society Promoting Environmental Conservation  
Eric Swanson, Campaigns Director, Dogwood Initiative  
Alejandro Frid, PhD, Conservation Ecologist  
Zero Carbon Ontario  
Bruce Brandhorst, Professor, Simon Fraser University  
Rosemary Cornell, PhD. Professor, Molecular Biology and Biochemistry, Simon Fraser University  
Canadian Voice of Women for Peace  
Mitchell Stookey, Vancouver  
Tom L Green, PhD, Ecological Economist  
Cliff Stainsby, Cobble Hill  
Christopher Barrington-Leigh, Assistant Professor, McGill University  
Canada's Citizens Climate Lobby  
Jamie Scott, MD, PhD, Professor and Canada Research Chair, Dept. of Molecular Biology & Biochemistry and  
Faculty of Health Sciences, Simon Fraser University  
Anna Bunce, Nanaimo  
Emma Campbell, Vancouver  
Toronto Climate Campaign  
Vegans & Vegetarians of Alberta  
Stephen Rees  
Wendy Major, member, PIPE UP Network  
Rick Zaleski, member, PIPE UP Network  
Kevin Harper, member, PIPE UP Network  
Suzanne Davidson, member, PIPE UP Network  
Julie Trimmingham, Bellingham  
Steve McMinn, Bellingham  
CLIMATE CHANGE Toronto  
Stephen and Michael Hale, members, PIPE UP Network  
Christine Leclerc, Vancouver  
Cowichan Carbon Busters

Brent Granby, West End, Vancouver

Dr. David Tindall, Associate Professor, Department of Forest Resources Management, Department of Sociology, Centre for Applied Conservation Research, University of British Columbia.

Kids For Climate Action

Matt Horne, Vancouver

JustEarth, Toronto

Leonardo Frid, Bowen Island BC

Brad Hornick, PhD Student, Simon Fraser University

Quincy Young, Clinical Psychologist, St Paul's Hospital

Maureen Palmer, Documentary Filmmaker

Dick Peltier

Alaska Community Action on Toxics

Comox Valley Waterwatch Coalition, Comox Valley BC

Emily Chan, Vancouver

John Vaillant, author: The Golden Spruce, The Tiger

Andrew Frank, Instructor, Environmental Protection Technology and the School of Business, Kwantlen Polytechnic University

### **PowerPastCoal Coalition**

An alliance of health, environmental, clean-energy, faith and community groups working to stop coal export off the West Coast of North America.

350.org, International

Beyond Toxics, OR

Big Blackfoot Riverkeeper, MT

Biscayne Bay Waterkeeper, FL

Blue Skies, MT

Cascadia Wildlands , OR

Chinook Trails Association, OR

Chuckanut Conservancy, WA

Chuckanut Transition, WA

Citizens for a Clean Harbor, WA

Citizens for a Healthy Bay, WA

Climate Solutions, WA, OR, ID, MT

Climb Against Coal, WA

Coalition for Livable Future, OR

Columbia Gorge Kiteboarding Association, OR

Columbia Gorge Windsurfing Association

Columbia Riverkeeper, OR, WA

Conservation Northwest, WA

Cook Inletkeeper, AK  
CoolMom, WA  
Coos Bay Waterkeeper, OR  
CREDO Action, National  
Dakota Resource Council, ND  
Dogwood Initiative, Canada  
Douglas County Global Warming Coalition, OR  
Earth Ministry, WA  
Earthjustice, National  
Environment America, National  
Environment Oregon, OR  
Environment Washington, WA  
Faith Action Network, WA  
French Broad Riverkeeper, NC  
Friend of the Columbia Gorge, WA, OR  
Friends of Grays Harbor, WA  
Friends of Skagit County, WA  
Friends of the Earth, Federal  
Friends of the San Juans, WA  
FUSE, WA  
Global Community Monitor, International  
Grays Harbor Audubon Society, WA  
Green Party of Skagit County, WA  
Greenpeace, National  
Guemes Island Property Owners Association, WA  
Hood River Valley Residents Committee, OR  
Interfaith Power & Light, CA  
Irthlngz Arts Based Environmental Education, WA  
Kootenai Environmental Alliance, ID  
Lake Pend Oreille Waterkeeper, ID  
Landowners and Citizens for a Safe Community, WA  
League of Conservation Voters, National  
League of Women Voters of Bellingham/Whatcom, WA  
Milwukie Coal Task Force, OR  
Montana Environmental Information Center, MT  
Montana Elders for a Livable Tomorrow, MT  
National Wildlife Federation, National  
Native Fish Society, OR  
North Cascades Audubon Society, WA  
North Sound Baykeeper, WA



Northern Plains Resource Council, MT  
NW Energy Coalition, WA, OR, MT, ID  
Ogeechee Riverkeeper, GA  
OR Physicians for Social Responsibility, OR  
Orca Network, WA  
Orcas NO COALition, WA  
Oregon Environmental Council, OR  
Oregon Interfaith Power and Light, and Project of Ecumenical Ministries of Oregon, OR  
Oregon League of Conservation Voters, OR  
Oregon Rural Action, OR  
People for Puget Sound, WA  
Power Past Coal Skagit, WA  
Progressive Democrats of America, National  
Protect Our Winters, CA  
Protect Whatcom, WA  
Puget Soundkeeper Alliance, WA  
Rachel's Friends Breast Cancer Coalition, OR  
Rainforest Action Network, CA  
RE Sources for Sustainable Communities, CA  
Restoring Eden, WA  
SafeGuard the South Fork, WA  
San Francisco Baykeeper, CA  
Satilla Riverkeeper, GA  
Sierra Club, National  
Spokane River Keeper, WA  
Surfrider Foundation, CA  
Sustainable Ballard, WA  
The Lands Council, WA  
The Renewable Energy Accountability Project, CA  
Transition Fidalgo & Friends, WA  
Transition Port Gardner, WA  
Upstream Public Health, OR  
Washington Audubon, WA  
Washington Conservation Voters, WA  
Washington Environmental Council, WA  
Washington Physicians for Social Responsibility, WA  
Washington Toxics Coalition, WA  
Washington Wildlife Federation, WA  
Western Organization of Resource Councils, CO, ID, MT, ND, OR, SD, WY  
Western Washington Fellowship of Reconciliation

Whatcom Action Coalition, WA

Whatcom Conservation Voters, WA

Wilderness Committee, Canada

WWU Action Coalition, WA

Yellowstone Valley Citizens Council, MT

**From:** Pender Island Chamber of Commerce [<mailto:travel@penderislandchamber.com>]  
**Sent:** November-27-12 3:39 PM  
**To:** Sheila Malcolmson  
**Subject:** Pender Island Chamber of Commerce - BC Ferries

Dear Ms. Malcolmson,

The Pender Island Chamber of Commerce would like to advise you of their stand regarding BC Ferries fare caps. The Chamber also expresses its support of the Islands Trust "Submission To BC Coastal Ferries Consultation and Engagement Fall 2012 Process" Request For Decision, appearing on the December 5, 2012 Islands Trust meeting agenda. In the fall of 2011 the Chamber's BC Ferries petition was signed by 672 people on Pender Island, which was delivered to BC Ferries Commissioner Gordon Macatee. There was standing room only at the at the meeting on Pender Island with the Commissioner, and at least 50% of those in attendance took the opportunity to speak to the crowd and the Commissioner to express their concerns.

For your information, we are attaching a letter from our Chamber to the Minister of Transportation and Infrastructure, and BC Ferries Commissioner dated November 13, 2012, in response to their "BC Ferries Consultation and Engagement" request.

Kind regards,

BC Ferries Committee  
**Pender Island Chamber of Commerce**  
[www.penderislandchamber.com](http://www.penderislandchamber.com)  
[www.penderislandtourism.com](http://www.penderislandtourism.com)



November 13, 2012

Dear Hon. Mary Polak, Minister of Transportation and Infrastructure, Province of British Columbia,  
[Minister.transportation@gov.bc.ca](mailto:Minister.transportation@gov.bc.ca)

The Pender Island Chamber of Commerce, and Pender Island residents, held reasonable expectations that their concerns about BC Coastal Ferries price caps, duly noted by BC Ferries Commissioner, Gord Macatee, and Sheldon Stoilen Deputy Commissioner at a public meeting on September 16, 2011, would be taken into consideration by our government decision makers.

Bill 20 states "**Public feedback and the interests of ferry users now explicit considerations.** Public feedback and the interests of ferry users, which were previously not mentioned in the Act's section on regulatory principles, are now to be considerations in the commissioner's regulation of BC Ferries."

At the meeting on September 16, 2011, the venue was completely filled, with standing room only. Our island petition presented to the BC Ferries Commissioner contained 662 signatures. We see no response to public feedback and the interests of ferry users as explicit considerations, as stated in Bill 20. Our island has spoken. What is the purpose of the current BC Coastal Ferries Consultation and Engagement?

Our community of Pender Islands is home to about 2,500 permanent residents, and our part time population has increased tremendously. There are about 4,500 people here most weekends and all summer long. We are on the Southern Gulf Islands ferry system or Route 5 (Swartz Bay to Southern Gulf Islands) and Route 9 (Tsawwassen to Southern Gulf Islands).

Tourism is vital to our island economy. Our businesses depend on tourism to produce sufficient income, in turn providing a major source of employment to local residents and summer students. Over the past three years many of our local businesses have suffered a 40% decline in revenue. We believe the ongoing increases in ferry fares have played a significant role in this alarming decline.

Whether living on an island, or on the mainland of British Columbia, can residents and businesses not expect their government to provide basic services? A portion of provincial taxes from island tax payers goes towards building and maintaining the highways in our province. The ferries form an integral part of BC's highway system! Where are the islanders' taxes being applied?

British Columbia is branded as "beautiful", and its coastal islands, including Vancouver Island, play a major role in conveying this message to the world. Citizens living on the mainland rightfully expect snow removal, new roads, bridges, maintenance of highways, and reasonable public transportation. All taxpayers in our province fund these programs, and island taxpayers expect that the same would apply to their only mode of transportation to and from their places of work and homes.

Continued...Page 2

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*Local businesses working together to support and promote each other and Pender Island*

Box 123, Pender Island, British Columbia V0N 2M0  
(250) 629-3988

<http://www.penderislandchamber.com> [travel@penderislandchamber.com](mailto:travel@penderislandchamber.com)



The general consensus among islanders is that fair and equal treatment by our government is not being offered to support a basic service in the form of affordable transportation being provided by the BC Ferry Corporation. Why are our coastal waters not included as an extension of the BC highway system, and supported on an equal per kilometer basis? We also question why fourteen ferries in the BC interior are offering their services at no charge? Why are those ferries subsidized 100% (because they form part of the highway system?).

A large amount of land on the Gulf Islands has been acquired by Parks Canada. Parks Canada - Gulf Islands National Park Reserve is actively inviting the public to visit their parks on Pender Islands, part of their tourism attraction strategy, in their publications at Tourist Information Centres across Canada. Many potential visitors call to book accommodation, only to call back and cancel when they learn the high cost of the ferry fares, deciding to stay on the mainland.

- In short we request that you review the government's approach regarding transportation to all of BC's coastal islands, including Vancouver Island, via the ferries, and treat this mode of transportation as an integral part of BC's transportation system.

As our new Transportation and Infrastructure Minister for the Province of British Columbia, we are hoping that we can count on you to listen. We eagerly await your reply.

Sincerely,

BC Ferries Committee  
Pender Island Chamber of Commerce  
[www.penderislandchamber.com](http://www.penderislandchamber.com)  
[www.penderislandtourism.com](http://www.penderislandtourism.com)

cc Hon. Christy Clark, Premier [premier@gov.bc.ca](mailto:premier@gov.bc.ca)  
cc Gordon Macatee, BC Ferries Commissioner [info@bcferrycommission.com](mailto:info@bcferrycommission.com)



BC CHAMBER OF COMMERCE

[JWinter@bcchamber.org](mailto:JWinter@bcchamber.org)

Dear Mr. Winter,

The Pender Island Chamber of Commerce (being one of many BC coastal communities groups, including Vancouver Island), is requesting BC Chamber's support in the coastal communities of BC right to expect integrated, accessible, and affordable transportation services that link all communities and businesses, whether separated by land or water. The current "BC Coastal Ferries Consultation and Engagement Fall 2012" does not allow for discussion about BC Ferries being an integral part of the BC transportation system, but expects feedback from our communities on how to cut back on services and somehow save millions of dollars in the process. As a result of the exorbitant fares being forced on riders our island businesses have noticed a drastic drop in revenue in the past two years. Some of our members have had to close their businesses. The residents consider the cost of a trip before they decide to travel off-island (reduced ridership). Our coastal communities are on the verge of dying, and we feel our communities are being ostracized from the rest of BC.

Our committee wrote letters to Premier Clarke, Minister Lekstrom, and BC Ferries Commissioner regarding our Chamber's concerns about BC Ferries fare caps in March of 2011. In the fall of 2011 our Chamber BC Ferries petition was signed by 672 people on Pender Island, which was delivered to BC Ferries Commissioner Gordon Macatee. There was standing room only at the at the meeting on Pender Island when the Commissioner came to listen, take notes, and receive written submissions from the public, and at least 50% of those in attendance took the opportunity to speak to the crowd and the Commissioner to express their concerns. The Coastal Ferry Act Review Report was released on January 24, 2012, which can be read in full at <http://www.bcferrycommission.com/reports-press/whats-new/coastal-ferry-act-review/report-released/>. The recommendations in the report are:

"To address this new direction for coastal ferry services, the review makes a number of key recommendations, including:

1. future price cap increases should be held to the rate of inflation;
2. capacity utilization of the ferry fleet should be improved;
3. the commissioner should have more explicit authority to hold the operator accountable, and a new authority to conduct performance audits;
4. there should be more oversight on capital plans and acquisitions;
5. the Province should consider an increase in financial support for the ferry system and should further consider cushioning at least a portion of fuel price volatility, as is presently done on the northern routes;
6. municipal and regional governments should have the ability to play a role in keeping fares affordable and increasing ridership;

Continued ...Page 2



7. BC Ferries should place a high priority on upgrading its reservation and point-of-sale systems; and
8. the commissioner should have additional tools for when setting price caps to better consider the interests of ferry users and taxpayers.”

The report also includes a graph demonstrating where the fares should be as per the Commission’s calculations, and where they actually are at <http://www.bcferrycommission.com/reports-press/actual-fares-vs-caps/actual-fares-vs-caps-by-route/>. None of the above recommendations have been taken into account by our government. Taxpayers’ money paid for the Commission’s report, and taxpayers are paying again for BC Coastal Ferries Consultation and Engagement Fall 2012 (being performed by an outside consultant).

For your information, we are attaching a letter from our Chamber to the Minister of Transportation and Infrastructure, and BC Ferries Commissioner dated November 13, 2012, in response to their “BC Ferries Consultation and Engagement” request. We look forward to your response and suggestions. Our aim is to educate the rest of BC about our plight.

Kind regards,

BC Ferries Committee (Carol Budnyk & Sherrie Boyte)

**Pender Island Chamber of Commerce**

[www.penderislandchamber.com](http://www.penderislandchamber.com)

[www.penderislandtourism.com](http://www.penderislandtourism.com)

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## REQUEST FOR DECISION

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**To:** Executive Committee

**For the Meeting of::** December 4, 2012

**From:** Cindy Shelest, Director Administrative Services

**Date :** November 22, 2012

**pc:**

**File No:**

**SUBJECT: INFORMATION SYSTEMS ADVISORY GROUP – TRUSTEE REPRESENTATIVE**

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**RECOMMENDATION:** That the Executive Committee nominate a member of the Executive Committee to attend Islands Trust Information Systems Advisory Group and represent Trustee needs related to Information Technology.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** This recommendation is intended to ensure that Trustee needs are considered in discussions and decisions regarding information technology.

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### **IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** Trustee input will be received by the Information Systems Advisory Group to assist in making decisions related to the provision of information technology application and training.

**FINANCIAL:** Costs of Trustee attendance at the meetings (at least quarterly).

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** The Trustee representative would be introduced at the Information Systems Advisory Group and included on agendas and minutes. Trust Council members would be advised of their representative on the Advisory Group.

**OTHER:** None.

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### **BACKGROUND**

The Information Systems Advisory Group was formed in August 2012 (see attached Terms of Reference). It was recommended by the group at the first meeting that it would be helpful to have a Trustee representative to provide input to the group on Trustee needs and concerns.

### **REPORT/DOCUMENT:**

**Attachment** – Terms of Reference Islands Trust Information Systems Advisory Group



**KEY ISSUE(S)/CONCEPT(S):**

The Islands Trust Information Systems Advisory Group is seeking a Trustee representative to attend their meeting and provide Trustee perspective on information technology.

**RELEVANT POLICY:**

Trust Council Policy 2.4.1 indicates that one of the Executive Committee's roles is to provide input into management's operational procedures, proposals, plans and issues

**DESIRED OUTCOME:**

That the Executive Committee nominate a member to attend Islands Trust Information Systems Advisory Group and represent Trustee needs related to Information Technology.

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**RESPONSE OPTIONS**

**Recommended:**

**That the Executive Committee nominate a member to attend Islands Trust Information Systems Advisory Group and represent Trustee needs related to Information Technology.**

**Alternative:**

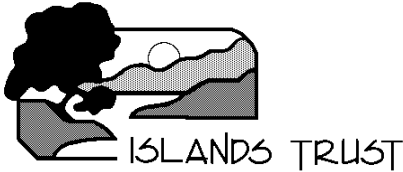
That the Executive Committee not nominate a member to attend the Islands Trust Information Systems Advisory Group.

That the Executive Committee recommend a Trustee representative attend the Islands Trust Information Systems Advisory Group but not from the Executive Committee.

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**Prepared By:** Cindy Shelest, Director Administrative Services

**Reviewed By:** Linda Adams, Chief Administrative Officer November 22, 2012



# Operations Manual

**Code:** A.3.ii

**Date:** July 23, 2012

**Date Approved:** \_\_\_\_\_

**Title:** Information Systems Advisory Group - Terms of Reference

**Approved by:** Management Group

**Last Updated:** January 22, 2007

## **PURPOSE:**

To provide input into and oversight of Information Systems and Geographic Information Systems strategies within Islands Trust, including:

- Implementation of new systems software and processes
- Deployment and refreshing of hardware devices
- Annual budget for Information Systems services

## **DETAILS:**

### Group Membership:

The group is comprised of:

- ✓ Director of Administrative Services (chair)
- ✓ Director of Local Planning (or designate)
- ✓ Director of Trust Area Services (or designate)
- ✓ Information Systems Coordinator
- ✓ Geographic Information Systems Coordinator
- ✓ Regional Planning Managers (or designate)
- ✓ Trust Fund Manager
- ✓ Legislative Services Manager
- ✓ Executive Coordinator
- ✓ Trustee Representative

### Meetings:

Meetings will be held on a regular basis, as established by the Chair.

## **ISLANDS TRUST OPERATIONS MANUAL**

**Code:** A.3.ii

### Operational Advice:

- 1) Provide input to Management in preparing and monitoring the annual:
  - a. information systems and mapping
  - b. computer systems training plan and budget; and
  - c. computer technical support and maintenance budget
- 2) Provide feedback into the monitoring of the implementation of new systems, processes and programs;
- 3) Provide input to management for long range information systems planning

### Organizational Relationships:

- 1) Staff units may provide input to the group through their respective staff representative. The staff representative is responsible for communicating Information Systems issues between the group and the unit
- 2) Recommendations from the group regarding policy, operational procedure or budget will be referred to the Management Team by the Chair
- 3) Minutes and follow up action item lists from the meetings will be prepared and made available to all Staff

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## ISLANDS TRUST OPERATIONS MANUAL

Code: A.3.ii