



Executive Committee Minutes of Meeting

Date/Time: Tuesday, February 19, 2013 **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
Marie Smith, Executive Coordinator and Recorder

1. CALL TO ORDER

The meeting was called to order at 10:03 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 Peter Lamb/Elizabeth White Delegation Request
- 8.2 Minister Bennett reply re Trust Fund Board requests
- 3.1.1, 3.1.2, 5.2.7, 5.3.6 - remove

By General Consent, the agenda was adopted as amended.

3. MINUTES OF MEETING/FOLLOWUP

3.1 Minutes of Previous Meetings

No Items.

3.2 Follow-up Action List

Provided for information.

4. TRUST AREA SERVICES (L. Gordon)

4.1 Director's Update

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

4.2 Other

4.2.1 Association of Vancouver Island Coastal Communities (AVICC) Resolutions

Executive members and staff reviewed and discussed possible options for resolutions to submit for consideration at the 2013 AVICC convention, including a request from West Coast Environmental Law (WCEL) proposing a resolution regarding the *Mineral Tenure Act*

Resolution EC 122-2013

It was Moved and Seconded

That staff provide advice on submitting another derelict vessels resolution to the Association of Vancouver Island Coastal Communities (AVICC), asking for action on the 2010 and 2012 resolutions given that there is still no permanent solution to the lack of jurisdiction, asking the Province to lobby the federal government if it cannot act unilaterally, and confirming with AVICC staff that there is no derelict vessel resolution already proposed by another local government at the 2013 convention.

CARRIED

Staff will provide the requested advice by Resolution Without Meeting in order for the Executive Committee to make a decision in time to meet the AVICC's February 25 deadline to receive resolutions. Staff will correspond directly with WCEL regarding the Executive Committee's position on WCEL's proposed Mineral Tenure Act *resolution*.

Resolution EC 123-2013

It was Moved and Seconded:

That staff provide advice to the Executive Committee about convening a local government meeting on the National Marine Conservation Area Reserve during the Association of Vancouver Island Coastal Communities Convention.

CARRIED

4.2.2 Association for Denman Island Stewards re Baynes Sound

Chair Sheila Malcolmson will reply directly to the writer advising that the actions they recommend fall under the jurisdiction of the Denman Island Local Trust Committee.

4.2.3 Pleasure Craft Sewage Advocacy

Staff provided a verbal report on the status of advocacy efforts regarding pleasure craft sewage.

4.2.4 Draft reply to Request for Sponsorship re State of the Baynes Sound Conference

Staff will finalize the above noted letter for the Chair's signature as presented.

4.2.5 Reporting to Bowen Island Municipality – verbal

Staff advised Executive Committee members on how reporting is done to advise Bowen Island Municipality about the services they receive and discussed options for improvement.

4.2.6 Natural Area Protection Tax Exemption Program (NAPTEP) Expansion

Staff reported that the Bowen Municipal Council advised that it is not interested in participating in NAPTEP during this term of office. This will be addressed further during the strategic plan review at the March Council meeting.

4.2.7 RFD re Derelict Vessel Letter to Federal Minister

Resolution EC 125-2013

It was Moved and Seconded:

That the Executive Committee direct the Chair to write to the Minister of Transport Canada urging the release of a report on derelict vessels.

IN FAVOUR - 3
OPPOSED – 1
(Graham)
CARRIED

4.2.8 BC Ferries Advocacy – next steps - Briefing

Provided for information. Staff will provide the Chair with the Trust Programs Committee briefing about BC Ferries advocacy costs to forward to Financial Planning Committee members.

Resolution EC 126-2013

It was Moved and Seconded:

That staff draft an op ed from the Trust Council Chair about BC Ferries prior to the provincial election and work on preparedness for media requests.

CARRIED

4.2.9 Response to R. Schnurr re Liveboards

Staff will finalize the reply for the Chair's signature.

4.2.10 Invitation to Howe Sound Community Forum meeting – Feb 26

Staff will advise the Gambier trustees that Executive Committee members or staff would be unavailable to attend but that the Executive Committee encouraged and supported the trustees' attendance.

4.2.11 Invitation to Oil Sands Transport Workshop – March 21

Staff will sent regrets to the invitation.

4.2.12 Housing in the Agricultural Land Reserve (proposed TC Item from Trustee Law)

By General Consent, the Executive Committee approved forwarding the above noted item to the Islands Trust Council for consideration at its March 2013 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 March 2013 meeting.

4.3.1 Working with the Islands Trust Fund Session Outline

As amended.

4.3.2 Trust Fund Board Report

As presented.

4.3.3 Natural Area Protection Tax Exemption Program Procedure RFD

As presented.

4.3.4 Trust Programs Committee Work Program Report

As presented.

4.3.5 Director of Trust Area Services Quarterly Report

As amended.

4.3.6 2013 Community Stewardship Awards Briefing

As presented.

4.3.7 Direction re Letter to Minister of Transportation - Ferries Commissioners Report RFD

As presented.

4.3.8 Coastal Douglas Fir Conservation Partnership RFD

5. LOCAL PLANNING SERVICES (D. Marlor)

5.1 Updates

5.1.1 Director's Update

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

5.2 Other

5.2.1 K. Porteous Request re Denman Advisory Planning Commission

Staff will respond to the writer advising that his issue falls under the jurisdiction of the Denman Island Local Trust Committee and that his correspondence has been forwarded to the Committee for its consideration.

5.2.2 North Pender Island Local Trust Committee Bylaw No. 187

This bylaw will amend the North Pender Associated Islands Land Use Bylaw as it pertains to Sidney Island. The bylaw consists of 63 clauses of which 11 are substantive amendments, 48 correct numeric cross-reference or headings, 3 clarify a regulation without changing it, and 2 update the permitted density on Sidney Island after the subdivision has been completed (deleting the previous density table based on 24 Strata Lots).

Resolution EC 127-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 187, cited as "North Pender Associated Islands Land Use Bylaw 148,2003, Amendment No. 1, 2011", under Section 24 of *the Islands Trust Act*.

CARRIED

5.2.3 North Pender Island Local Trust Committee Bylaw No. 189

This bylaw will amend the North Pender Associated Islands Official Community Plan as it pertains to Sidney Island.

Resolution EC 128-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 189, cited as “North Pender Associated Islands Official Community Plan Bylaw No. 147, 2002, Amendment No. 1, 2011”, under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.4 Gambier Island Local Trust Committee Bylaw No. 116

This bylaw will establish the ability for bylaw enforcement officers to issue fines for minor land use bylaw violations. Disputed tickets are heard by an adjudicator and not a judge. This bylaw includes a schedule listing penalties for various offences of the land use bylaw. It also establishes discounts for completion of compliance agreements negotiated with a screening officer and early payment discounts.

Resolution EC 129-2013

It was Moved and Seconded:

That the Executive Committee approve Gambier Island Local Trust Committee proposed Bylaw No. 116, cited as “Gambier Island Local Trust Area Bylaw Enforcement Notification Bylaw, No. 116, 2011” under Section 24 of the *Islands Trust Act*.

CARRIED

5.2.5 Bowen Island Municipal Bylaw No. 330

Bowen Island Municipality has referred Bylaws 330 and 332 to the Executive Committee after first reading. They are ‘non-OCP’ bylaws that require comment only, rather than approval. Staff recommended that the Executive Committee advise Bowen Municipal Council that the bylaws are not contrary to or at variance to the Islands Trust Policy Statement.

Resolution EC 130-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipality that it has no objections to Bylaw 330, cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 330, 2013”.

CARRIED

5.2.6 Bowen Island Municipal Bylaw No. 332

Resolution EC 130-2013

It was Moved and Seconded:

That the Executive Committee advise Bowen Island Municipality that it has no objections to Bylaw 332, cited as “Bowen Island Municipality Land Use Bylaw No.57, 2002, Amendment Bylaw No. 332, 2013”.

CARRIED

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 March 2013 meeting:

5.3.1 Director of Local Planning Services Report

As presented.

5.3.2 Local Planning Committee Work Program Report

As presented.

5.3.3 Local Planning Services Three Year Plan Report

As amended.

5.3.4 Bylaw Enforcement Investigations Report Briefing

As amended.

5.3.5 Local Trust Committees Consideration of DAI Bylaws RFD

As amended.

6. ADMINISTRATIVE SERVICES (C. Shelest)

6.1 Director's Update

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

6.2 Trust Council Items

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council for consideration at its March 2013 meeting:

6.3.1 Budget Session Package

As amended.

6.3.2 Director of Administrative Services Report

As amended.

6.3.3 Financial Planning Committee Work Program Report

As presented.

6.3.4 December 30, 2012 Quarterly Financial Statement RFD

As presented.

6.3.5 Financial Forecast for March 31, 2013 Year End Briefing

As presented.

6.3.6 Trustee Remuneration RFD

As amended

6.3.7 2013/2014 Financial Plan Bylaw No. 151 RFD

As presented.

6.3.8 Anticipation Borrowing Bylaw No. 152 RFD

As presented.

7. EXECUTIVE/TRUST COUNCIL (L. Adams)

7.1 CAO Update

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

7.2 Other

7.2.1 T. Varzeliotis correspondence (Jan 28/13)

Resolution EC 131-2013

It was Moved and Seconded:

That staff add the January 28, 2013 letter from Tom Varzeliotis to the March 2013 Council agenda under Correspondence.

CARRIED

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 March 2013 meeting.

7.3.1 Delegation Requests: Gulf Islands Alliance; Tom Varzeliotis, Thetis Island Conservancy

As presented. Staff will advise the delegates of their appointments and 10 minute speaking time.

7.3.2 March Council Program

As presented.

7.3.3 Decision and Information Items Agenda

As amended.

7.3.4 Trust Council Follow Up Action List

As presented.

7.3.5 Closed Session Outline

As presented.

7.3.6 Chief Administrative Officer's Report

As presented.

7.3.7 Executive Committee Work Program Report

As presented.

7.3.8 Strategic Plan Amendments RFD

As amended.

7.3.9 Trust Council Delegation of Powers Bylaw RFD

As amended.

7.3.10 Priorities Chart

As presented.

7.3.11 Draft June 2013 Council Program

As presented.

7.3.12 Draft December 2012 Council Minutes

As amended.

8. NEW BUSINESS

8.1 Peter Lamb/Elisabeth White Trust Council Delegation Request

Staff will advise the delegates of their appointment to address Council at its March meeting and of their allotted 10 minute speaking time.

8.2 Minister Bennett reply re Trust Fund Board requests

Resolution EC 132-2013

It was Moved and Seconded:

That the Executive Committee forward the February 14, 2013 letter from Minister Bennett to the Trust Fund Board and suggest the Islands Trust Fund Manager contact ministry staff to meet with Assistant Deputy Minister Julian Paine as suggested.

CARRIED

9. CLOSED SESSION

Resolution EC 133-2013

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1)(c), (g) and (i) of the Community Charter to discuss matters related to labour relations and other employee relations, litigation or potential litigation, and receipt of advice that is subject to solicitor-client privilege, and that staff attend the meeting.

CARRIED

The meeting closed to the public at 2:45 pm and reopened to the public at 3:45 pm.

10. RISE AND REPORT

No items.

11. NEXT MEETING AND ADJOURNMENT

Resolution EC 134-2013

It was Moved and Seconded:

To adjourn the meeting.

CARRIED

The meeting adjourned at 3:46 pm. Next meeting: March 5, 2013

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder