



## Executive Committee Minutes of Meeting

**Date/Time:** Tuesday, March 5, 2013

**Location:** Overbury Resort, Thetis Island

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

**Staff Present:** Linda Adams, Chief Administrative Officer  
Lisa Gordon, Director, Trust Area Services  
Cindy Shelest, Director, Administrative Services  
Marie Smith, Executive Coordinator and Recorder

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

The meeting was called to order at 11:32 a.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

#### Additions for Consideration:

- 3.3 T. Varzeliotis email re his Council Delegation Submission
- 3.4 Denman Community Land Trust Association Rural Affordable Housing Project re Trust Council Item 3.6

By General Consent, the agenda was approved, as amended.

### 2. MINUTES/COORDINATION

#### 2.1 Minutes of Meetings/Resolutions Without Meeting

##### 2.1.1 January 23-24, 2013

This item was deferred to the next meeting in order for staff to incorporate more details in the Group Effectiveness Session.

##### 2.1.2 February 5, 2013

By General Consent, the February 5, 2013 Minutes of Meeting were approved, as amended.

##### 2.1.3 February 19, 2013

By General Consent, the February 19, 2013 Minutes of Meeting were approved, as amended.

#### 2.2 Followup Action List

Provided for information.

### 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.

3.1 Correspondence - W. Hewitt re: Support for Council Item 3.5

As presented.

3.2 Additional Public Input received for 2013/14 Budget

As presented.

3.3 Tom Varzeliotis written delegation submission

As presented.

3.4 Correspondence - Denman Community Land Trust Association Rural Affordable Housing Project re Trust Council Item 3.6

As presented.

### 4. BUSINESS

4.1 Saturna Island Local Trust Committee Bylaw No. 110

This bylaw would amend the Saturna Island Land Use Bylaw to permit “ocean loop geo-exchange systems” in some of the zones that apply to the sea within the Saturna Island Local Trust Area and to allow for ocean loop geo-exchange systems to be put in place for the purpose of domestic heating and cooling accessory to the residential use of an upland property.

#### Resolution EC 135-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee request staff advice about Section 2.5 of the Saturna Island Land Use Bylaw regarding how construction in the setback from the sea is considered in relation to Policy 3.4.5 of the Islands Trust Policy Statement, prior to its consideration of Saturna Island Local Trust Committee Bylaw 110.

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

4.2 North Pender Island Local Trust Committee LTC Bylaw No. 192

This bylaw would repeal and replace the North Pender OCP map Schedule E – Road Classification. The objective is to designate the roadway between the BC Ferries terminal and the entrance to Magic Lake Estates as the ‘Magic-Ferry Bicycle-Walking Route’, and to identify the locations of the existing Car Stop network. The Magic-Ferry route would also include two small spurs, one to the location of the library and another to the school.

### Resolution EC 136-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 192, cited as "North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2012" under Section 24 of the *Islands Trust Act*.

**CARRIED**

#### 4.3 L. Pierce re: Trustee comments at Hornby April 2012 LTC meeting

Staff will advise the writer that the issues raised in his letter regarding minutes are a matter for the Hornby Island Local Trust Committee and that his letter will be forwarded to the Committee for its consideration.

#### 4.4 Appointment of Deputy Secretary

Staff presented a Request for Decision to appoint Lisa Webster-Gibson who has been recently hired as Planning Clerk in the Northern Office. The appointment of Deputy Secretary is necessary to ensure that there is a designated signing authority in that office.

### Resolution EC 137-2013

It was Moved and Seconded:

That the Executive Committee appoint Lisa Webster-Gibson to the office of Deputy Secretary for the Northern Office, effective immediately.

**CARRIED**

#### 4.5 Electronic Meetings for Local Trust Committees

Chair Malcolmson raised the question about whether the Executive Committee should be taking on the coordination of a process for local trust committees wishing to amend their meeting procedure bylaws to allow electronic meetings. Executive Committee members agreed to revisit the question once the Gambier Island Local Trust Committee has amended its procedures bylaw to allow electronic meetings, as this will provide a model other Local Trust Committees can consider.

#### 4.6 2012-2013 Annual Report Approval of Format

### Resolution EC 138-2013

It was Moved and Seconded:

That the Executive Committee approve the outline of contents, presentation format and production budget of up to \$1000 for the 2012-2013 Annual report.

**CARRIED**

#### 4.7 Federal Derelict Vessel Inventory

##### Resolution EC 139-2013

It was Moved and Seconded:

That the Executive Committee rescind resolution EC 125-2013 directing the Chair to write to the Minister of Transport Canada urging the release of a report on derelict vessels.

The requested report was released by Transport Canada on February 21, 2013 before the Chair letter could be send, rendering the resolution moot.

**CARRIED**

##### Resolution EC 140-2013

It was Moved and Seconded:

That the Executive Committee direct the Chair to write to the Minister of Transport Canada acknowledging receipt of the Transport Canada report on the extent of abandoned and derelict vessels in Canada, expressing concern about the limited depth of the report, and requesting local government representation on the inter-jurisdictional working group.

**CARRIED**

Executive Committee members requested staff to ensure we are coordinating with the Association of Vancouver Island and Coastal Communities and to review the draft letter with AVICC staff prior to sending it.

#### **5. ROUNDTABLE**

Executive Committee members provided verbal updates on recent activities, including attendance at the Marine Manager's Workshop in San Juan County and the Local Government Leadership Forum for Elected Officials in Richmond.

#### **6. NEW BUSINESS**

No items.

#### **7. NEXT MEETING AND ADJOURNMENT**

##### Resolution EC 141-2013

It was Moved and Seconded:

To adjourn the meeting.

**CARRIED**

The meeting adjourned at 12:55 pm. Next meeting: March 19, 2013

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*Sheila Malcolmson, Chair, Islands Trust Council*

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*Marie Smith, Executive Coordinator and Recorder*