



Executive Committee Minutes of Meeting

Date May 27-28, 2013

Location: Islands Trust Victoria Office

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

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

1. CALL TO ORDER

The meeting was called to order at 11:05 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 Trustee Stamford New Council Business Item re BC Ferries
- 8.2 Delegation Request – Christa Grace Warrick
- 8.3 Chair Letters to MLAs Newly Elected MLAs of the Legislative Assembly
- 8.4 Local Government Restructure Briefing
- 8.5 Delegation Request Jenny McClean

Remove: 5.2.4

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

Executive Committee members agreed to re-arrange the agenda to address Section 6 – Local Planning Services first and defer Section 4 - Trust Area Services to May 28 to accommodate staff presence at the meeting.

6. LOCAL PLANNING SERVICES (D. Marlor)

6.1 Updates

6.1.1 Director's Update

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

6.1.2 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs. The subject of 'Policy Statement Checklist and Strategic Plan on Local Trust Committee Meeting Agendas' was requested as an agenda item for discussion at the June 25 meeting.

6.1.3 Local Planning Committee Update

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

6.2 Bylaws

6.2.1 Salt Spring Island LTC Bylaw 465

This bylaw will discharge Land Use Contract No. 12 from Lot 1, Section 86, South Salt Spring Island, Cowichan District, Plan 17652 (265 Blackburn Road). The Salt Spring Island Conservancy intends to purchase the subject property and use the land as an administrative and education centre and for conservation purposes.

Resolution EC 174-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 465, cited as "Salt Spring Island Local Trust Committee Land Use Contract Authorization By-Law No. 12, 1978 (Blackburn Farm Society), Amendment No. 1, 2013", under Section 24 of the Islands Trust Act.

CARRIED

6.2.2 Salt Spring Island LTC Bylaw 466

This bylaw will change the Salt Spring Island Land Use Bylaw zoning designation of the aforementioned property from Agriculture 2 to Agriculture 2 Zone Variation (b) – A2 (b).

Resolution EC 175-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 466, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2013", under Section 24 of the Islands Trust Act.

CARRIED

6.2.2 Galiano Island LTC Bylaw 235

This bylaw will amend the Galiano Island Official Community Plan by seeking a site specific designation to permit the creation of subdivision with a minimum average parcel size as low as two hectares on the Rural Residential designated lands once land representing not less than 72% is transferred to the Crown represented by BC Parks.

Resolution EC 176-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 235, cited as "Galiano Island Official Community Plan No. 108, 1995, Amendment No. 1, 2012", under Section 24 of the Islands Trust Act.

CARRIED

6.2.3 Galiano Island LTC Bylaw 236

This bylaw will amend the Galiano Island Land Use Bylaw by rezoning six lots from the Forest 1 (F1) zoning designation to Nature Protection (NP) and Rural Residential (RR (b)) along Bodega Beach Drive. Of the subject area, 72.8% (65.24 hectares) is proposed to be rezoned to NP and transferred to BC

Parks, thus expanding Bodega Ridge Provincial Marine Heritage Park; and 27.2% (24.34 hectares) is proposed for rezoning to RR(b) for future subdivision into 12 residential lots.

Resolution EC 177-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 236, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 1, 2012", under Section 24 of the Islands Trust Act.

CARRIED

6.3. Other

6.3.1. Further Discussion re Water Shoreline Jurisdiction (verbal)

Executive Committee members discussed the water shoreline jurisdiction issue in the Denman Island Local Trust Area related to aquaculture operations and the need for staff to consider consultation with Comox Valley Regional District staff about this.

6.4 Trust Council Items

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

6.4.1 Director of Local Planning Services Report

As amended.

6.4.2 Local Planning Committee Work Program Report

As amended.

6.4.3 Local Planning Services Three Year Plan Report

As amended.

6.4.4 Bylaw Enforcement Report

As presented.

The meeting recessed at 11:57 am.
The meeting reconvened at 2:20 pm.

CLOSED SESSION

Resolution EC 178-2013

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1) (b), (c), (g) and (i) of the Community Charter to discuss matters related to awards, personnel issues, litigation or potential litigation and solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed at 2:21 pm and reopened at 3:05 pm.

3. MINUTES OF MEETING/FOLLOWUP

3.1 Minutes of Previous Meetings

No items.

3.2 Follow-up Action List

Provided for information.

5. EXECUTIVE/TRUST COUNCIL (L. Adams)

5.1 CAO Update

Deferred to May 28.

5.2 Other

Deferred to May 28.

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 June 2013 meeting:

5.3.1 June Trust Council Agenda Program

Deferred to May 28.

5.3.2 Decision and Information Items Agenda

Deferred to May 28.

5.3.3 Chief Administrative Officer's Report

As amended.

5.3.4 Executive Committee Work Program Report

Deferred to May 28.

5.3.5 Trust Council Bylaw to Delegate Powers to the Salt Spring LTC RFD

As amended.

5.3.6 Trust Council Plan for Continuous Learning 2011-2014

As presented.

5.3.7 Draft September Trust Council Agenda Program and Trustee Johnston Request re Coastal Douglas Fir information session

As amended. Trustee Johnston's request will be forwarded to Islands Trust Fund staff to see if any on-island people would be available to provide an on island tour and/or information session.

5.3.8 Priorities Chart

Deferred to May 28.

5.3.9 Draft March 2013 Trust Council Minutes

As amended.

5.3.10 Closed Session Outline

As presented.

5.3.11 Dialogue with San Juan County Council Members Session Outline

As Amended

5.3.12 Delegations: Experience the Gulf Islands, Mayne Island Recycling Society, T. Varzeliotis

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

5.3.13 Strategic Plan Update Briefing

Deferred to May 28.

7. ADMINISTRATIVE SERVICES (C. Shelest)

7.1 Director's Update

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

7.2 Trust Council Items

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

7.3.1 Director of Administrative Services Report

As presented.

7.3.2 Financial Planning Committee Work Program Report

As presented.

7.3.3 March 31, 2013 Audited Financial Statement and Report RFD

As presented.

7.3.4 Carbon Neutral Policy - RFD

As presented.

7.3.5 Carbon Neutrality Session Outline

As amended.

The meeting recessed at 4:35 pm.

TUESDAY, MAY 28, 2013

The meeting reconvened at 9:05 am.

4. TRUST AREA SERVICES (L. Gordon)

4.1 Updates

4.1.1 Directors 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

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

4.2 Other

4.2.1 Union of BC Municipalities (UBCM) Invitation for Session Proposals

Staff advised that proposals for sessions at the 2013 UBCM Convention in Vancouver will be accepted until June 21, 2013.

4.2.2 Correspondence from Bowen Councillor Morse re potential UBCM session on abandoned and derelict vessels

Resolution EC 179-2013

It was Moved and Seconded:

That the Executive Committee direct staff to develop a proposal for a derelict vessel clinic at the 2013 UBCM Convention subject to Bowen Island Municipality's agreement to partner in the request.

CARRIED

4.2.3 Update on fallow deer issue in Southern Gulf Islands (verbal)

Islands Trust Fund Manager Jennifer Eliason provided a verbal update on the current fallow deer issue in the Southern Gulf Islands, in particular as it relates to Mayne and Saturna Islands.

4.2.4 Chair Letter to Tanker Safety Expert Panel – Request for Decision

Resolution EC 180-2013

It was Moved and Seconded:

That the Executive Committee direct the Chair to write to the Transport Canada Tanker Safety Expert Panel to convey detailed concerns about the shipsource oil spill preparedness and response regime.

CARRIED

Resolution EC 181-2013

It was Moved and Seconded:

That the Executive Committee invite San Juan County to participate in a letter to Transport Canada Safety Expert Panel to express regional concern about the shipsource oil spill preparedness and response, with joint letterhead and the signatures of both chairs.

CARRIED

4.2.5 Proposed Items for Bowen Island Municipality Agenda – Request for Decision

Resolution EC 182-2013

It was Moved and Seconded:

That the Executive Committee direct the Chair to write to the Mayor and Council of Bowen Island Municipality to: 1) Inform the municipality that 20 years of 100% census data has been purchased; 2) Invite input on an Islands Trust staff plan to interpret the 1991 to 2011 data; 3) Provide San Juan County Vessel Moorage Compliance Program reports to support management strategies for BIM's derelict vessel prevention and removal program; and 4) Invite the municipality to partner on a joint Union of BC Municipalities clinic on derelict vessels.

CARRIED

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 June 2013 meeting:

4.3.1 Director of Trust Area Services Report

As amended.

4.3.2 Trust Fund Board Report

As presented.

4.3.3 Natural Area Protection Tax Exemption Program Application, Salt Spring Island RFD

As presented.

4.3.4 Trust Programs Committee Work Program Report

As presented.

4.3.5 2012-2013 Islands Trust Annual Report RFD

As amended.

4.3.6 Advocacy re Housing in the Agricultural Land Reserve RFD

Resolution EC 183-2013

It was Moved and Seconded:

To delete Alternative 1 from the Request for Decision.

1 in favour (Luckham)
3 opposed
DEFEATED

As amended.

4.3.7 2013 Community Stewardship Awards Briefing

As presented.

4.3.8 Legislative Monitoring Chart

As amended.

4.3.9 Kinder Morgan Canada Session Outline/A. Stone Request for Time Extension

As amended to extend the session to one hour.

4.3.10 Trustee Steeves – Trust Council new business request re Smart Metering

Trustee Steeves email and BC Hydro letter to be added as a New Business Item.

4.3.11 Trustee Johnston – Trust Council new business item re Fraser Surrey
Docks/Texada Island Coat Export

Subject to be added as a New Business Item; Chair to advise Trustee Johnston to forward any background information for inclusion in the agenda package, if desired.

5. EXECUTIVE/TRUST COUNCIL (L. Adams)

5.1 CAO Update

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

5.2 Other

5.2.1 Discussion Draft – CAO Contingency Succession Plan

Executive Committee members reviewed and suggested changes for further consideration at the next Executive Committee meeting.

5.2.2 New BC Government Liaison

To be addressed under Item 8.3.

5.2.3 Executive Committee Meeting Preparation Policy

Resolution EC 184-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee endorse draft Policy 2.4.vi – Executive Committee Meeting Preparation and review in four months.

CARRIED

5.3 Trust Council Items - continued

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

5.3.1 June Trust Council Agenda Program

As amended.

5.3.2 Decision and Information Items Agenda

As amended.

5.3.4 Executive Committee Work Program Report

As amended.

5.3.8 Priorities Chart

As amended.

5.3.13 Strategic Plan Update Briefing

As amended.

CLOSED SESSION

Resolution EC 185-2013

It was Moved and Seconded:

That the meeting be closed to the public pursuant to s. 90(1) (g) and (i) of the Community Charter to discuss matters related to litigation or potential litigation and solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed at 1:25 pm and reopened at 1:53 pm.

8. NEW BUSINESS

8.1 Trustee Stamford – Trust Council New Business Request re: ‘Supervision of Young Children on BC Ferries to and from School’

To be added as a New Business Item; Chair to advise Trustee Stamford to forward any background information for inclusion in the agenda package, if desired.

8.2 Delegation Request – Christa Grace-Warrick

Staff will advise the delegate of their appointment to address Council at its June meeting and of their allotted eight minute speaking time.

8.3 Chair Letters to Newly Elected Members of the Legislative Assembly

Resolution EC 186-2013

It was Moved and Seconded:

That the Executive Committee direct the Chair to write to Islands Trust Area Members of the Legislative Assembly, and new ministers and new opposition critics responsible for portfolios relevant to the Islands Trust mandate to provide background information on the Islands Trust.

CARRIED

8.4 Local Government Restructure Briefing

Resolution EC 187-2013

It was Moved and Seconded:

That the Executive Committee direct the Chief Administrative Officer to include a cover briefing for the Local Government Restructure Briefing dated November 2012 and forward to Trust Council for review at its June 2013 meeting.

CARRIED

8.5 Delegation Request - Jenny McClean

Staff will advise the delegate of their appointment to address Council at its June meeting and of their allotted eight minute speaking time.

9. RISE AND REPORT

No items.

10. WORK PROGRAM

10.1 Work Program – Review and confirm

This was deferred to the June 11 meeting for further discussion.

12. NEXT MEETING AND ADJOURNMENT

Resolution EC 188-2013

It was Moved and Seconded:

That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:45 pm.

Next meeting: June 11, 2013, 11:30 am on Mayne Island.