



Executive Committee Minutes of Meeting

Date: Tuesday, October 8, 2013

Location: Islands Trust Victoria Office

Trustees Present: Sheila Malcolmson, Chair (by telephone)
Peter Luckham, Vice Chair and Acting Chair
David Graham, Vice Chair
Ken Hancock, Vice Chair

Staff Present: David Marlor, Acting CAO and Local Planning Services Director
Lisa Gordon, Trust Area Services Director
Cindy Shelest, Administrative Services Director
Marie Smith, Executive Coordinator (Recorder)

Staff Absent: Linda Adams, Chief Administrative Officer

1. CALL TO ORDER

The meeting was called to order at 10:08 am. Chair Malcolmson handed over the chairing of the meeting to Vice Chair Luckham, because she was participating remotely. Acting Chair Luckham acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

Peter Johnston email re Agricultural Land Reserve in Core Review
Restorative Justice Week Proclamation

2.2 Approval of Agenda

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

3. ADOPTION OF MINUTES

3.1 August 27, 2013

By General Consent, the Executive Committee adopted the August 27, 2013 Minutes of Meeting, as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Followup Action List

Received as information.

4.2 Directors' and CAO Updates

Directors provided updates to the Executive Committee on their follow up action list items and current activities.

4.3 Local Trust Committee Chair Updates

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

5. TRUST COUNCIL MEETING PREPARATION

No items.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Hornby Island LTC Bylaw No. 146 (APC Bylaw amendment)

Resolution EC 227-2013

It was Moved and Seconded:

That the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No.146 cited as "Hornby Island Trust Committee Advisory Planning Commission Amendment Bylaw No. 1, 2013", under Section 24 of the Islands Trust Act.

CARRIED

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

No items.

7.2 Executive Committee Initiated

7.2.1 Sept 25 Howe Sound Community Forum reporting

Chair Malcolmson provided a verbal report about the September 25 Howe Sound Community Forum session she attended, along with Gambier Trustee Jan Hagedorn and Policy Analyst Clare Frater.

Staff was directed to provide a brief briefing at the next meeting.

7.2.2 2013 UBCM Convention report - draft

Executive Committee members reviewed and provided comments about the draft 2013 Union of BC Municipalities Report, prior to staff finalizing and sending out to trustees.

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 Input re scope of BURSCO environmental assessment

Staff advised that the deadline for public comment on the Draft Application Information Requirements for the proposed BURSCO Aggregate Project is October 19. They noted that the boundary of the Gambier OCP do not extend to the proposed project area so the Gambier Island Local Trust Committee is unable to refer to its OCP policies. Executive Committee members discussed staff's recommendation to write a letter of support from the Chair, although the LTC can still write a letter of concern, noting that the Trust Council is permitted to use the Policy Statement to advocate on matters within the Trust Area.

Resolution EC 228-2013

It was Moved and Seconded:

That the Executive Committee request staff to write a letter for the Chair's signature, citing relevant Policy Statement policy regarding the Draft Application Information Requirements phase of the BURNOC Aggregate Project.

CARRIED

Staff will reference the applicable Policy Statement policies and note that Council's Strategic Plan includes advocating about potential impacts of this project on Howe Sound.

Resolution EC 229-2013

It was Moved and Seconded:

That the Executive Committee request staff to review local trust committee advocacy scope in the context of the Advocacy Policy.

CARRIED

8.1.2 2014 AVICC Convention Planning – Pre-Conference Session Proposals

Staff suggested proposing a pre-conference study tour about shellfish aquaculture, to be conducted jointly with the UVIC Research Centre, as part of the 2014 Association of Vancouver Island Coastal Communities Convention.

Resolution EC 230-2013

It was Moved and Seconded:

That the Executive Committee request staff to propose Shellfish Aquaculture as a pre-conference study tour as part of the 2014 Association Vancouver Island Coastal Communities Convention.

Staff requested time to investigate whether requesting a study tour would preclude requesting a workshop during the convention.

Resolution EC 231-2013

It was Moved and Seconded:

To table the motion.

CARRIED

The meeting recessed briefly.

Resolution EC 232-2013

It was Moved and Seconded:

To untable the motion.

CARRIED

That the Executive Committee request staff to propose Shellfish Aquaculture as a pre-conference study tour as part of the 2014 Association Vancouver Island Coastal Communities Convention.

CARRIED

8.1.3 Results on Council input on Advocacy program

Presented for information. Discussion followed on the value of using the clicker system to obtain Council's input.

8.1.4 Posting Executive Committee Agenda Packages on Website

Discussion on whether to post Council Committee agendas to the website, that would at times include draft decision items for Council Committee review prior to going to Trust Council.

Resolution EC 233-2013

It was Moved and Seconded:

That the Executive Committee request staff advice on how to prioritize posting of Executive Committee and Council advisory committee agenda packages and minutes on the website.

1 opposed.
CARRIED

8.1.5 Restorative Justice Week Proclamation request

No action required – for information only.

8.1.6 Trustee Johnston email re Agricultural Land Reserve in Core Review

Resolution EC 234-2013

It was Moved and Seconded:

That the Executive Committee to request staff to monitor opportunities for the Islands Trust to support the Agricultural Land Reserve in the forthcoming BC Core Review.

CARRIED

Chair Malcolmson will advise Trustee Johnston directly of the committee's resolution.

8.1.7 BC Ferries Advocacy

Staff updated the Executive Committee on current work regarding BC Ferries advocacy and advised of the opportunity to subject a request for additional BC Ferries funding in the 2014 Provincial Budget.

Resolution EC 235-2013

It was Moved and Seconded:

That the Executive Committee direct staff to write a letter for the Chair's signature regarding the provincial budget consultation and BC Ferries.

CARRIED

The letter will be based on existing positions of Trust Council.

Resolution EC 236-2013

It was Moved and Seconded:

That the Executive Committee request staff to assist the Chair in requesting meeting with BC Ferries CEO.

CARRIED

8.2 Local Planning Services

No items.

8.3 Executive/Trust Council

8.3.1 Trustee Steeves request for appointment to Select Committee on CAO Appointment Process

The Executive Committee reviewed Trustee Gary Steeves' request for an appointment to the Select Committee on CAO Appointment Process.

Resolution EC 237-2013

It was Moved and Seconded:

That the Executive Committee request staff to initiate a Trust Council Resolution Without Meeting recommending the appointment of Trustee Steeves to the Select Committee on CAO Appointment Process.

CARRIED

8.3.2 Draft 2014 Calendar

The 2014 Executive Calendar with proposed meetings for Trust Council, its committees, local trust committees and key staff meetings was provided for information.

8.3.3 Proposed 2014 Executive Committee meeting schedule – decision

Three meeting date changes were made to the version dated October 3: March 25 to March 18; July 8 to July 2; and August 19 to August 12.

Resolution EC 238-2013

It was Moved and Seconded:

That the Executive Committee approve the 2014 Executive Committee Meeting Schedule, dated October 8, 2013.

CARRIED

8.4 Post Trust Council Joint Session

8.4.1 Roundtable

Executive Committee members and senior staff provided comments about the September 2013 Council meeting program and logistics and suggestions for future consideration.

8.4.2 Trustee Comments/Feedback

Members and senior staff reviewed and discussed the post Council comments provided by trustees.

8.4.2 Trust Council Followup Action List

Provided for information.

8.4.3 Continuous Learning Plan

The item was deferred to the next Executive Committee meeting.

8.4.4 Draft December Council Program

Executive Committee members requested changes to the scheduling of sessions and Decision Items; staff will incorporate the suggestions and return for review at the next teleconference for review.

8.4.5 Economic Sustainability Session

Discussion on program contents, whether to change scope, before referral to the Trust Programs Committee.

9. CLOSED MEETING

Resolution EC 239-2013

It was Moved and Seconded:

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

CARRIED

The meeting closed at 1:00 pm and reopened at 1:30 pm.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

No items.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Bowen Island Municipality re Cape Roger Curtis Docks

As requested by the Bowen Municipal Mayor, staff was directed to provide the Municipality with copies of all correspondence received and responses sent re: dock applications at Cape Roger Curtis.

11.2 BC Hydro re Funding Available for Electric Beautification Projects

Provided for information.

11.3 John Tylee re Dependency Indicators Study on Islands Trust website

Resolution EC 240-2013

It was Moved and Seconded:

That this letter be referred to the Trust Programs Committee.

CARRIED

11.4 Trustee Steeves re: Executive Committee Work Program

Chair Malcolmson will advise Trustee Steeves directly advising that his input would be taken under advisement and that the new Executive Committee Work program format is a work in progress.

11.5 Reply from Ministry of Agriculture re Seaweed Harvesting

Provided for information.

12. WORK PROGRAM

12.1 Review and amendment of current work program

The Consolidated Work Program was reviewed and no changes were proposed.

13. ADJOURNMENT

Resolution EC 241-2013

It was Moved and Seconded:

That the meeting be adjourned.

CARRIED

The meeting adjourned at 2:58 pm.

Peter Luckham, Acting Chair

Marie Smith, Executive Coordinator and Recorder