



## Executive Committee Minutes of Meeting

**Date:** May 5 & 6, 2014

**Location:** Islands Trust Victoria Office

**Trustees Present:** Sheila Malcolmson, Chair  
Peter Luckham, Vice Chair  
David Graham, Vice Chair  
Ken Hancock, Vice Chair (May 6)

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

**Trustees Absent:** Ken Hancock, Vice Chair (May 5)

### 1. CALL TO ORDER

The meeting was called to order at 2:55 pm. Chair Malcolmson 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

5.7 Draft RFD re Recommendations regarding Trust Council Input into Future CAO Appointments

6.4.1 Peter Frinton re Bowen Bylaws 352 and 353

2.2 Approval of Agenda

2.2.1 Agenda Context Notes

By General Consent, the agenda was approved as amended.

### 3. ADOPTION OF MINUTES

3.1 April 15, 2014

By General Consent, the minutes of the April 15, 2014 Executive Committee meeting were adopted as presented.

### 4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Followup Action List

Received as information.

4.2 Directors' and Chief Administrative Officer Updates

Directors provided updates 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**

#### 5.1 Draft Briefing Note for June Council – Jurisdiction re Aquaculture

This item was deferred to May 6.

By General Consent, the Executive Committee approved forwarding Items 5.2 – 5.5 to the Islands Trust Council for review and consideration at its June 2014 meeting:

#### 5.2 Draft Session Outline – Respectful Workplaces

As amended.

#### 5.3 Draft 2 – Session Outline – Fisheries and Oceans Canada

As presented

#### 5.4 Draft March 2014 Trust Council Minutes

As amended.

#### 5.5 Draft September Council Program

As presented

#### 5.6 Draft June Council Program

This item was deferred to May 6.

#### 5.7 Draft RFD re Recommendations regarding Trust Council Input into Future CAO Appointments

This item was deferred to May 6.

### **6. BYLAWS FOR APPROVAL CONSIDERATION**

These items were deferred to May 6.

#### 6.1 Gambier Island LTC Bylaw No. 127 (Meeting Procedures) - Decision

#### 6.2 Gabriola Island LTC Bylaw No. 266 (LUB Amendment) – Decision

#### 6.3 North Pender Island LTC Bylaw No. 194 - Decision

#### 6.4 Bowen Island Municipal Bylaws No. 352 and 353 (OCP Amendment) – Decision

### **7. EXECUTIVE COMMITTEE PROJECTS**

No Items.

## 8. NEW BUSINESS

### 8.1 Trust Area Services

#### 8.1.1 Web posting North Pender Oil Spill Presentation

This item was deferred to May 6.

#### 8.1.2 BC Ferries Lobbying Plan – from Trustee Grove

Executive Committee members reviewed a BC Ferries Lobbying Plan from Salt Spring Trustee Peter Grove for review and consideration.

Staff responded to the Issues to Pursue, noting a number of them are currently being addressed. Staff also noted that this issue would need to be brought to Council to consider as a priority on the Strategic Plan.

#### **EC-2014-067**

**It was MOVED and SECONDED,**

That the lobbying plan from Trustee Grove be forwarded to the Trust Programs Committee for information.

**CARRIED**

Chair Malcolmson will reply directly to Trustee Grove that the practical points are being addressed and that financial suggestions would have to be brought forward to Council for direction, and also advise that this is on the Trust Program Committee's agenda for review and consideration.

#### 8.1.3 UBCM Select Committee on BC Ferries Socio Economic Impact Assessment

Staff noted that this will be considered by the Trust Programs Committee.

### 8.2 Local Planning Services

#### 8.2.1 Protocol Agreement re North Pender Island Local Trust Committee – CRD Southern Gulf Island Harbour Commission Referral – Briefing

This item was deferred to May 6.

### 8.3 Administrative Services

No items.

### 8.4 Executive/Trust Council

No Items.

## 9. CLOSED MEETING

Deferred to May 6.

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

## **11. CORRESPONDENCE (for information unless raised for action)**

11.1 G. Ellis re Geoduck Harvesting

Received for information.

11.2 Mayne Island Integrated Watershed Society re Oceanwood Rezoning

Staff was directed to reply that the Local Trust Committee will take his issues into account.

11.3 Okanagan Basin Water Board re Invasive Mussels

Received for information. No action required.

11.4 K. Washbrook re Texada coal export expansion

Received for information. No action required.

11.5 R. Henshaw re proposed North Pender Waste and Composting Facility within ALR

This item was deferred to May 6.

11.6 Gary Holman e-newsletter re: Bill 24 drastic changes to the Agricultural Land Reserve and Agricultural Land Commission

Received for information; staff has no advice for action at this time. Staff was requested to forward the December 20, 2013 letter of concern to the new Minister of Agriculture and the BC Agricultural Commission.

The meeting recessed at 4:00 pm.

### **Tuesday, May 6, 2014**

The meeting reconvened at 9:02 am, Tuesday, May 6, 2014.

The agenda reverted back to the items deferred from May 5.

## **5. TRUST COUNCIL MEETING PREPARATION**

5.1 Draft Briefing Note for June Council – Jurisdiction re Aquaculture

Executive Committee members reviewed and discussed the draft briefing outlining jurisdictional considerations regarding fishery aquaculture on crown marine lands in the Trust Area.

By General Consent, the Executive Committee approved forwarding the above noted item to the Islands Trust Council for review and consideration at its June 2014 meeting:

5.6 June 2014 Trust Council Program

Reviewed and discussed.

- 5.7 Draft RFD re Recommendations regarding Trust Council Input into Future CAO Appointments

**EC-2014-068**

**It was MOVED and SECONDED,**

To amend draft Policy 2.4.i, Section 8.3 as follows:

To coordinate appraisal, discipline and/or termination actions associated with the **Chief Administrative Officer**, after the initial 6-month probationary period, provided that any decision to terminate a Chief Administrative Officer without just cause after the probationary period the rationale for the decision must be reported to Trust Council. must be approved by resolution of Trust Council before it may be implemented by the Executive Committee.

**DEFEATED**

**EC-2014-069**

**It was MOVED and SECONDED,**

To request that staff amend draft section 8.3 to specify that a resolution of Chief Administrative Officer Recruitment and Appointment Committee be required.

**CARRIED**

Staff will make amendments as discussed and bring back for further consideration at the June 3 meeting.

## **6. BYLAWS FOR APPROVAL CONSIDERATION**

Chair Malcolmson left the meeting and Vice Chair Luckham took over Chair responsibilities.

- 6.1 Gambier Island LTC Bylaw No. 127 (Meeting Procedures)

This bylaw amends the Gambier Island Local Trust Committee's meeting procedure bylaw.

**EC-2014-070**

**It was MOVED and SECONDED,**

That the Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 127, cited as "Gambier Island Local Trust Committee Meeting Procedure Bylaw No. 87, 2004, Amendment Bylaw No. 1, 2014", under Section 24 of the Islands Trust Act.

**CARRIED**

- 6.2 Gabriola Island LTC Bylaw No. 266 (LUB Amendment)

This bylaw revises Development Permit Area 3 – Riparian Areas (DP-3) to implement the provincial *Riparian Areas Regulation (RAR)* and amends the Land Use Bylaw (LUB) to move the guidelines and exemptions for all development permit areas from the Official Community Plan (OCP); the development permit areas remain designated in the OCP, but, according to s919.1 of the *Local Government Act*, guidelines and exemptions can be adopted in either the OCP or the LUB. The purpose of moving the guidelines and exemptions to the LUB is to allow amendments to development permit areas to be made in the future more efficiently as they would not require Ministerial approval.

**EC-2014-071**

**It was MOVED and SECONDED,**

That the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 266 cited as "Gabriola Island Land Use Bylaw 177, 1999, Amendment No. 1, 2012", under Section 24 of the Islands Trust Act.

**CARRIED**

6.3 North Pender Island LTC Bylaw No. 194

This bylaw includes amendments to the North Pender Land Use bylaw to provide clarity and certainty, for consistency with legislation, corrects cross-references, rezones land to reflect inclusion in the ALR, updates marine zoning to bring zone boundaries for public docks and a marina into alignment with lease boundaries, and deletes a series of redundant site-specific map schedules.

**EC-2014-072**

**It was MOVED and SECONDED,**

That the Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 194 cited as “North Pender Island Land Use Bylaw No. 103, 1996, Amendment No. 1, 2014”, under Section 24 of the Islands Trust Act.

**CARRIED**

6.4 Bowen Island Municipal Bylaws No. 352 and 353 (OCP Amendment)

Staff provided a brief analysis of the proposed bylaw and issues raised in the letter from Peter Frinton.

**EC-2014-073**

**It was MOVED and SECONDED,**

That the Executive Committee advise Bowen Island Municipality that Bylaw 352, cited as “Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010, Amendment Bylaw No. 352, 2014”, and Bylaw 353, cited as “Bowen Island Municipality Land Use Bylaw No.57, 2002, Amendment Bylaw No. 353, 2014” are not contrary to the Islands Trust Policy Statement, and seek clarification on how Bowen Island Municipality has addressed Policies 5.2.3 and 5.2.4 prior to submission for approval.

**CARRIED**

**8. NEW BUSINESS**

8.1 Trust Area Services

8.1.1 Web posting North Pender Oil Spill Presentation

**EC-2014-074**

**It was MOVED and SECONDED,**

That the Executive Committee request staff to review the oil spill presentation and resolve any significant issues of known copyright or content issues in order to enable web posting of the document.

**CARRIED**

Specifically identified adding 2011 dates to three tables on BC spill resources and the Kinder Morgan shipping lane map.

8.2 Local Planning Services

8.2.1 Protocol Agreement re North Pender Island Local Trust Committee – CRD  
Southern Gulf Island Harbour Commission Referral – Briefing

Provided for information.

**EC-2014-075**

**It was MOVED and SECONDED,**

That the Executive Committee request staff to forward the briefing to the North Pender Island Local Trust Committee.

**CARRIED**

## 8.4 – Executive Committee/Trust Council

### 8.4.1 R. Hughes, San Juan County re: suggested updates to Protocol Agreement

#### **EC-2014-076**

#### **It was MOVED and SECONDED,**

That the Executive Committee request staff to report back on San Juan County Chair Hughes' correspondence regarding suggested revisions to the San Juan County/Islands Trust Council protocol.

**CARRIED**

## 9. CLOSED MEETING

#### **EC-2014-077**

#### **It was MOVED and SECONDED,**

That the meeting be closed to the public pursuant to s. 90 (1) (c) and (2) (b) of the Community Charter to discuss matters related to the consideration of information received and held in confidence relating to negotiations between the Islands Trust and the provincial government, and that staff attend the meeting.

**CARRIED**

The meeting closed to the public at 11:30 am and reopened to the public at 12:45 pm.  
The meeting recessed at 12:45 pm and reconvened at 1:15 pm.

## 10. RISE AND REPORT

There were no items.

## 11. CORRESPONDENCE (for information unless raised for action)

11.5 R. Henshaw re proposed North Pender Waste and Composting Facility within ALR

Chair Malcolmson will reply directly to the writer recommending he refer his concerns to the North Pender Island Local Trust Committee.

## 12 WORK PROGRAM

12.1 G. Steeves Oct/2013 re: EC Work Program

Chair will respond to Gary Steeves with outcomes from this meeting's review of the Executive Committee Work Program.

12.2 Review and amendment of current work program

#### **EC-2014-078**

#### **It was MOVED and SECONDED,**

To delete EX-12-05 Long List Priority 11 – Policy regarding litigation defense

Discussion ensued that deleting from the long list removes any mention of importance down the road.

**3 AGAINST  
DEFEATED**

**EC-2014-079**

**It was MOVED and SECONDED,**

To remove #8 Advocacy Policy – TAS from the Long List.

**CARRIED**

**EC-2014-080**

**It was MOVED and SECONDED,**

To move # SP 5.1 –TAS Long List – to LTC Assistance

**EC-2014-081**

**It was MOVED and SECONDED,**

To remove SP 5.2 Improve communication and coordination during marine protection advocacy.

**CARRIED**

**EC-2014-082**

**It was MOVED and SECONDED,**

To postpone TAS LL 10 – Video project to next term.

**CARRIED**

**EC-2014-083**

**It was MOVED and SECONDED,**

To remove LT-12-01 Report on ideas to provide LTCs with context for strategic plan.

**CARRIED**

**EC-2014-084**

**It was MOVED and SECONDED,**

To remove LT-12-03 – Establish consistent use of bylaw checklist with planners, as it is duplicated elsewhere.

**CARRIED**

By General Consent, the consolidated Executive Committee work program was endorsed, as amended.

**13. ADJOURNMENT**

**EC-2014-085**

**It was MOVED and SECONDED,**

To adjourn the meeting.

**CARRIED**

The meeting adjourned at 1:46 pm.

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*Sheila Malcolmson, Chair*

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*Marie Smith, Recorder*