



Executive Committee Minutes

Date: August 12, 2014

Location: Islands Trust Office, Victoria, BC

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

Staff Present: Linda Adams, Chief Administrative Officer
David Marlor, Local Planning Services Director
Lisa Gordon, Trust Area Services Director
Cindy Shelest, Administrative Services Director
Clare Frater, Policy Advisor
Marie Smith, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 12:40 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

7.2.5 Requesting Meeting with Minister Oakes re Islands Trust Fund name change

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

3. ADOPTION OF MINUTES

3.1 July 29, 2014

By General Consent, the Minutes of the July 29, 2014 Executive Committee Meeting were adopted, as amended.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1 Follow-up Action List

Received as information.

4.2 Director/CAO 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

By General Consent, the Executive Committee approved forwarding the following items to the Islands Trust Council, for review and consideration at its September 2014 meeting:

5.1 Local Planning Services

5.1.1 Local Planning Services Director Quarterly Report

As presented.

5.1.2 Local Planning Committee Report

As amended, and list on Trust Council agenda to follow Local Planning Committee Terms of Reference Request for Decision.

5.1.3 Bylaw Enforcement Quarterly Report

As presented.

5.1.4 Bylaw Violation Notice Implementation Briefing

As presented.

5.2 Executive

5.2.1 Trust Council Followup Action List

As amended.

EC-2014-136

It was MOVED and SECONDED,

That staff develop a brief Request for Decision for Trust Council to remove the Food Security item from the Trust Council Followup Action List and add it as a potential Strategic Plan work item for the 2014-18 term.

CARRIED

5.2.2 Chief Administrative Officer's Report

As presented.

5.2.3 Closed Session Outline

As presented.

5.2.4 2011-2014 Term Review Session Outline

As presented.

5.2.5 Advice to Incoming Council Session Outline

As presented.

5.2.6 Election Period Best Practices Session Outline and Handouts

As presented.

5.4 Administrative Services

5.4.1 Administrative Services Director Quarterly Report

As presented.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Salt Spring Island LTC Bylaw 472 (Land Use Bylaw Amendment)

This bylaw amends the Salt Spring Island Land Use Bylaw to permit a floating breakwater and a residential dock of 65 square meters. Zoning that permits the breakwater will enable issuance of a crown foreshore moorage tenure for the breakwater that was constructed without a permit in place. As a condition of approval, the owner has agreed to enter into a restrictive covenant prohibiting any further docks in event of future subdivision of the upland parcel.

EC-2014-137

It was MOVED and SECONDED,

That the Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 472 cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 5, 2013, under Section 24 of the *Islands Trust Act*.

CARRIED

6.2 Denman Island Local Trust Committee Bylaw No. 211

Staff reviewed a staff report submitted by the Island Planner, following the Executive Committee's decision at its July 29, 2014 meeting to defer a decision on the approval of this bylaw until clarification had been received from staff on proposed regulation 2.1(5)(a) which would require that, "Either the dwelling unit or secondary suite is occupied by the owner of the dwelling unit".

Executive Committee members continued to express concern about this issue and referred to wording used in Clause 3.15.2 of the Salt Spring Island Land Use Bylaw, that the Denman Island Local Trust Committee could consider using, pertaining to provisions for a dwelling unit to contain a secondary suite.

EC-2014-138

It was MOVED and SECONDED,

That the Executive Committee return Denman Island Local Trust Committee (DILTC) Bylaw 211, as per Islands Trust Policy 2.4.iv, s.2.4, because it considers that the adoption of the owner-occupancy requirements of section 3.5.a might expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw, and might be enacted without legal authority and advises the Denman Island Local Trust Committee to consider wording similar to that in Salt Spring Island Local Trust Committee Land Use Bylaw Section 3.15.2.

CARRIED

7. NEW BUSINESS

7.1 Trust Area Services

7.1.1 RFD - Pleasure Craft Sewage letter to Minister of Transport

Staff advised that the *Regulations for the Prevention of Pollution from Vessels and for Dangerous Chemicals* do not establish a minimum distance that boaters must be from pump-outs before dumping and that the proposed advocacy for stronger regulation on vessel sewage dumping is consistent with Trust Council's Strategic Plan.

EC-2014-139

It was MOVED and SECONDED,

That the Executive Committee direct the Chair to write to the Minister of Transport to request that Transport Canada:

- a) not proceed with proposed amendments to the *Vessel Pollution and Dangerous Chemicals Regulations* to allow small vessels under 400 GT certified for less than 15 people to discharge sewage one nautical mile from shore;
- b) amend the *Vessel Pollution and Dangerous Chemicals Regulations* to establish a three nautical mile no-discharge zone around available pump-outs; and
- c) work with other federal departments to develop a funding program for vessel sewage pump-out facilities that would support sufficient pump-out stations to create contiguous large no-discharge zones in the Trust Area.

CARRIED

7.1.2 RFD - BC Ferries Advocacy

Executive Committee members considered a Request for Decision that would advance Trust Council's direction to prioritize BC Ferries advocacy.

EC-2014-140

It was MOVED and SECONDED,

That the Executive Committee:

- direct the Islands Trust Chair to write to the BC Ferry Commissioner to seek a meaningful, robust public consultation process regarding the performance term four price cap;
- direct the Islands Trust Chair to write to the BC Budget process advocating for the Province to fund BC Ferries costs, including capital costs, at a level that will keep future fare increases in line with, or lower than, CPI while meeting essential transportation needs of ferry dependent communities;
- direct the Islands Trust Chair to write to the Premier and Minister of Transportation and Infrastructure to seek a meaningful, robust public consultation process regarding the performance term four Coastal Ferry Contract;
- request staff to prepare a session proposal about BC Ferries for the 2015 Association of Vancouver Island and Coastal Communities Convention;
- direct the Islands Trust Chair to proceed with arranging a meeting with the BC Ferries CEO to discuss BC Ferries' long-range plan, provincial funding levels, the pre-performance term four process and updating the Islands Trust-BC Ferries protocol agreement; and
- request a report from the Province on the impact service reductions on ridership, revenue and costs on a route-by-route basis for all BC Ferries' routes, and that the Executive Committee proceed with the proposed staff recommendations on page 3 of the July 31, 2014 BC Ferries Advocacy briefing.

CARRIED

EC-2014-141

It was MOVED and SECONDED,

That the Executive Committee direct staff to ensure the letter to the BC Budget Process regarding BC Ferries fares also request that the Province provide funds to return fares to a level that would be in line with cost of living increases since enactment of the *BC Coastal Ferries Act*.

CARRIED

7.1.3 Briefing - Implications of web-posting committee meeting packages

EC-2014-142

It was MOVED and SECONDED,

That the Executive Committee request staff to post agenda packages of all open meetings of Trust Programs Committee and Local Planning Committee to the Islands Trust website as a pilot project, for one year starting in January 2015, and return to Executive Committee in January 2016 with advice for next steps, including proposed revisions to Trust Council Bylaw 101 and relevant Islands Trust policies.

CARRIED

7.1.4 S. Malcolmson re Advocating for the Policy Statement

Provided for information.

7.2 Executive/Trust Council

7.2.1 Trustee Orientation – Development Schedule

Provided for information.

7.2.2 December 2011 Trust Council Meeting Schedule

Following review of the December 2011 Trust Council meeting schedule, Executive Committee members provided comment and feedback to consider in setting up the schedule and sessions for the 2014 December Council orientation meeting. Staff will incorporate the suggestions and bring back to the next meeting for review and consideration.

7.2.3 and 7.2.4 December 2011 Trust Council Orientation Materials and Evaluation

Executive Committee members reviewed the 2011 orientation session outlines and trustee evaluations of the sessions, and provided feedback to staff to consider for the 2014 orientation material.

7.2.5 Request for Meeting with Minister Oakes

EC-2014-143

It was MOVED and SECONDED,

That the Executive Committee request staff to proceed with a meeting request to meet with the Minister of Community, Sport and Cultural Development regarding the Islands Trust Fund name change, and if a meeting is not available by October 10, to withdraw the request.

CARRIED

8. CLOSED MEETING

EC-2014-144

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(1)(g),(i) and 2(b) of the Community Charter in order to consider matters related to litigation affecting the Islands Trust, receipt of advice that is subject to solicitor-client privilege; and 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 3:12 pm and reopened at 3:56 pm.

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

No items.

10. CORRESPONDENCE (for information unless raised for action)

10.1 P. Frinton re Bowen Bylaws

This correspondence was deferred to a future Executive Committee meeting when the Bowen Municipal bylaws referred to would be addressed.

10.2 G. Stradiotti re Artificial Reefs

By general consent, staff was requested to draft a reply for the chair's signature, referring to previous correspondence the Trust has issued on this matter.

10.3 Capital Regional District re Salt Spring Island Noise Bylaw

By general consent, staff was requested to reply directly advising the writer that the letter has been forwarded to the Salt Spring Island Local Trust Committee.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Executive Committee members considered the amended version of their current work program, with proposed amendments from staff.

By general consent, the Executive Committee approved the work program, as amended.

12. ADJOURNMENT

EC-2014-145
It was MOVED and SECONDED,
To adjourn the meeting.

CARRIED

The meeting adjourned at 5:00 pm.

Sheila Malcolmson, Chair

Marie Smith, Executive Coordinator and Recorder