



Executive Committee Minutes of Regular Meeting

Date: Tuesday, October 7, 2014

Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

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

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

1. CALL TO ORDER

The meeting was called to order at 10:04 a.m. 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

8.3.1 Chair Malcolmson Role as Spokesperson

2.2. Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1. Agenda Context Notes

3. ADOPTION OF MINUTES

3.1. August 26, 2014

By General Consent, the Minutes of the August 26, 2014 Executive Committee Meeting were adopted as amended.

3.2. September 9, 2014

By General Consent, the Minutes of the September 9, 2014 Executive Committee Meeting were adopted as presented.

4. FOLLOWUP ACTION LIST AND UPDATES

4.1. Followup Action List

Provided for 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. BYLAWS FOR APPROVAL CONSIDERATION

5.1. Salt Spring LTC Bylaw 469 (Norton Road Housing Agreement) - preview for comment

Senior staff addressed concerns and questions of clarification from Executive Committee members about proposed Salt Spring Island Local Trust Committee Bylaw 469 - Norton Road Housing Agreement.

The Regional Planning Manager corrected the report to clarify that it is the Memorandum of Understanding that is in effect for 20 years. She also clarified that the proposed housing agreement will have a 99 year term.

This bylaw will be considered for approval at a later meeting.

5.2. Denman Island LTC Bylaw 211 (LUB Amendment)

This proposed bylaw would amend the Denman Island Land Use Bylaw to allow secondary suites and secondary housing units on lands zoned "R2" (Rural Residential), "A" (Agriculture), "F" (Forestry) and "RD": (Resource).

EC-2014-160

It was MOVED and SECONDED

That the Executive Committee approve Denman Island Local Trust Committee Bylaw No. 211, cited as "Denman Island Land Use Bylaw, 2008, Amendment Bylaw, No. 1, 2014", under Section 24 of the Islands Trust Act.

CARRIED

5.3. Hornby Island LTC Bylaw 149 (OCP Amendment)

This proposed bylaw would replace Hornby Island Official Community Plan, Bylaw No. 104, 2002. Bylaw No. 149 reflects the findings of a multi-year targeted review and re-organization of the content of the current Hornby Island Official Community Plan.

Chair Malcolmson requested that the minutes record she abstained from the vote.

EC-2014-161

It was MOVED and SECONDED

That the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 149, cited as "Hornby Island Land Official Community Plan Bylaw No. 149, 2014", under Section 24 of the Islands Trust Act.

CARRIED

5.4. Hornby Island LTC Bylaw 150 (LUB Amendment)

This proposed bylaw would replace the Hornby Island Land Use Bylaw and was developed through a comprehensive review of land use regulations on Hornby Island which was completed as part of the targeted review of the current Hornby Island Official Community Plan.

Chair Malcolmson requested that the minutes record she abstained from the vote.

EC-2014-162

It was MOVED and SECONDED

That the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 150, cited as "Hornby Island Land Use Bylaw, No. 150, 2014", under Section 24 of the Islands Trust Act.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1. Post September Council Joint Session

6.1.1. Roundtable

Executive Committee members and senior management provided feedback regarding the September 2014 Trust Council meeting about what went well and noted areas for improvement.

6.1.2. Trustee Comments/Feedback

None received.

6.1.3. September 2014 Draft Trust Council Minutes

By General Consent, the Executive Committee approved forwarding the draft September 2014 Trust Council Minutes to the Islands Trust Council for review and adoption at its December 2014 meeting.

6.2. Orientation Planning

6.2.1. Development Schedule for Trustee Orientation

Schedule reviewed for information.

6.2.2. 2nd Draft December 2014 Orientation Schedule

Schedule reviewed for information.

6.2.3. Draft EC Orientation Outline and Continuous Learning

Staff were requested to provide advice on costs for holding a meeting procedures and effective decision making session for the 2014-18 Executive Committee and Council committee chairs.

6.2.4. Draft LTC Orientation Schedule and Topics

Provided for information.

6.2.5. Advice to Incoming Council - Trustee Roundtable

Return to the October 28 meeting for further review and comment.

6.2.6. 2011-2014 Term Review - Roundtable

Return to the October 28 meeting for further review and comment.

7. EXECUTIVE COMMITTEE PROJECTS

No items.

8. NEW BUSINESS

8.1. Trust Area Services

8.1.1. Briefing - National Marine Conservation Area Reserve support letter

Staff provided a briefing with advice regarding the timing and content of sending a support letter for the National Marine Conservation Area, recommending no action at this time. Staff will continue to monitor this project, checking in with provincial and federal staff for early notification of further consultation opportunities.

8.1.2. Briefing - Advocacy re Proposed Federal Aquaculture Activities Regulations

Reviewed and discussed for information. No action at this time.

8.1.3. UBCM 2014 Report - initial draft for review

A further draft will be reviewed at a future date following input from Chair Malcolmson and CAO Linda Adams.

8.1.4. AVICC 2015 Convention - Call for Conference Proposals (see ACN)

Discussion on whether to propose a session for the April 2015 AVICC convention related to BC Ferries. Staff will bring back a recommendation before the November 18 Executive Committee meeting.

8.1.5. AVICC 2015 Convention - Call for Pre-Conference Proposals

No sessions proposed at this time.

8.2. Local Planning Services

8.2.1. Draft Staff Response to Flood Hazard Guidelines Technical Working Group

Staff provided a draft letter for staff's signature for technical advice about the proposed Flood Hazard Guidelines. This letter would let the working group know what Islands Trust planning staff technical concerns are specific to the proposed flood hazard area land use management guidelines 3.5.

Executive Committee members provided comments about the contents of the letter which staff will incorporate prior to finalizing the letter.

8.3. Executive/Trust Council

8.3.1 Chair as spokesperson

Chair Malcolmson reported she is committed to working with senior staff to ensure there is a political spokesperson to address federal level issues that would appear as a conflict for Chair Malcolmson, who is the newly nominated NDP candidate for Nanaimo/Ladysmith for the next federal election.

Staff will manage on a case by case basis. Principles are in place.

9. CLOSED MEETING (if applicable)

EC-2014-163

It was MOVED and SECONDED

That the meeting be closed to the public subject to Sections 90(1)(g) and (i) of the Community Charter in order to consider matters related to litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

The meeting closed to the public at 1:30 pm and reopened at 1:50 pm.

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

No rise and report.

11. CORRESPONDENCE (for information unless raised for action)

11.1. Minister Polak reply re Ministry of Environment Policy Intentions Paper

Received for information.

11.2. T. Jones re Roberts Bank Terminal 2 Environmental Assessment - marine shipping

The Executive Committee requested staff to reply to the writer on behalf of the Executive Committee, thanking for their letter and requested staff to consider including 'vessel traffic risk analyses in next term's strategic plan.

11.3. E. Wttewaall re Request for geoduck and plastic ban in Salish Sea

Staff advised that they have replied directly to the writer.

11.4. Future of Howe Sound request re Woodfibre LNG (see ACN)

Received for comment. Staff do not recommend signing on to the letter as currently drafted and has responded to the writer with requests for more information. Staff was requested to reply indicating Council's actions on this matter and will monitor the situation.

11.5. K Washbrook, VTACC request re Coal Handling on Texada Island

Staff was requested to draft a letter reiterating Trust Council's previously stated position about the impacts of coal shipments through the Islands Trust Area, including our support for the 2014. Union of BC Municipalities Convention resolution.

12. WORK PROGRAM

12.1. Review and amendment of current work program

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

13. ADJOURNMENT

EC-2014-163

It was MOVED and SECONDED
To adjourn the meeting.

CARRIED

The meeting adjourned at 2:25 p.m.

Sheila Malcolmson, Chair

Certified Correct

Marie Smith, Deputy Secretary