



Executive Committee Minutes of Meeting

Date: Tuesday, May 10, 2011

Location: Islands Trust Victoria Office

Present:

Sheila Malcolmson, Chair	Linda Adams, Chief Administrative Officer
Louise Bell, Vice Chair	Marie Smith, Executive Coordinator
Peter Luckham, Vice Chair	David Marlor, Local Planning Services Director
Gary Steeves, Vice Chair	Craig Elder, Administrative Services Director
	Lisa Gordon, Trust Area Services Director

Call to Order/Approval of Agenda

Chair Sheila Malcolmson was absent for the Call to Order. Acting Chair Peter Luckham called the meeting to order at 11:45 a.m. and acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Additions for Consideration:

- 2.2.g Gambier LTC Request to Write Letter to Minister re Artificial Reefs
- 2.2.h G. Ehring request re Salt Spring Climate Action Plan to June Council
- 5.2.c June Council Schedule and Decision Items Agenda
- 5.2.d Salt Spring LTC Request re Delegation Authority

By General Consent, the agenda was adopted as amended.

1. Previous Meeting/Coordination Topics

1. Minutes of Previous Meetings

- a. April 19, 2011

By General Consent, the Minutes of the April 19, 2011 Executive Committee Meeting were approved as amended.

2. Follow-up Action List (review during Director Updates)

Provided for information.

2. Trust Area Services (L. Gordon)

1. Updates

- a. Director/Follow up Action List Review

Chair Sheila Malcolmson arrived at the meeting and took over as Chair for the meeting.

2. Other

- a. Congratulation Letters to Trust Area MPs

Staff was directed to prepare general congratulatory letters to the recently elected Trust Area Members of Parliament, and provide a more detailed information package outlining key issues of the Trust to Saanich-Gulf Islands MP Elizabeth May.

- b. Briefing re Carbon Offset Session at June Trust Council

Executive Committee reviewed and commented on the proposed session outline and background material for the Carbon Offsets/Carbon Neutrality session scheduled for the June Trust Council meeting. By General Consent, the Executive Committee agreed with the expense budget recommendations for the proposed speakers.

- c. Request for Endorsement re: New Energy Vision for Canada

Executive Committee members reviewed an email from Tides Canada requesting endorsement for its “A New Energy Vision for Canada” project, a concept to build support for a low carbon energy future by creating a national energy strategy. Staff was requested to prepare a Request for Decision for review at the next Executive Committee meeting for Trust Council to consider at its June meeting.

- d. RFD re: Goldstream River oil spill – letter to First Nations (Salt Spring LTC request)

It was Moved and Seconded that the Executive Committee task the Chair with writing a letter to the Tsartlip, Tsawout, Pauquachin, Malahat, Tseycum, Songhees, and Stz'uminus (Chemainus) First Nations expressing condolences for the damage to their traditional territory and/or food sources, with regards to the Goldstream River Oil Spill, as appropriate.

CARRIED
UNANIMOUSLY

- e. RFD re: Attendance at Trans-boundary oil spill exercise

It was Moved and Seconded that the Executive Committee designate Sheila Malcolmson, Peter Luckham and Lisa Gordon to attend the June 2011 CANUSPAC oil spill exercise in Washington State.

CARRIED
UNANIMOUSLY

- f. Transport Canada reply re: Plumper Sound Anchorage

The letter was received for information and will be posted on the Islands Trust website.

- g. Gambier LTC Request to Write Letter to Minister re Artificial Reefs

It was Moved and Seconded that the Executive Committee request staff to prepare a letter for the Chair's signature to the Minister of Environment, outlining the Islands Trust Policy on artificial reefs, in relation to the proposed sinking of the former HMCS Annapolis in Halkett Bay located in the Gambier Island Local Trust Committee Area.

CARRIED
UNANIMOUSLY

- h. G. Ehring request re: Salt Spring Climate Action Plan to June Council

The Executive Committee reviewed and endorsed a request from Salt Spring Island Trustee George Ehring to include the Salt Spring Island Climate Action Plan in the June Trust Council agenda package for information.

3. Local Planning Services (D. Marlor)

1. Updates

- a. LPS Director/Follow up Action List Review
- b. LTC Chairs

2. Bylaws

- a. Galiano Island LTC Bylaw 213 – referral package

Staff presented a briefing and a copy of the current draft proposed Galiano Bylaw 213, outlining key policy changes and proposed amendments to the existing Galiano OCP. The key changes are to policies related to Community Housing, Agriculture, and Forest. Staff also reported that the proposed bylaw has been referred out to agencies and the ministry for comment.

Executive Committee members provided feedback and comment on the proposed amendments.

- b. Mayne Island LTC Bylaw 155 (OCP Amendment)

Planner Alison Fox outlined proposed Mayne Bylaw 155 noting that the Local Trust Committee has incorporated the changes suggested by the Executive Committee at its April 19, 2011 meeting in Schedule A (Policy Document).

It was Moved and Seconded that the Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 155, cited as "Mayne Island Official Community Plan Bylaw No. 144, 2007, Amendment No. 4, 2010", as presented to the Executive Committee on May 10, 2011, be approved under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

- c. Mayne Island LTC Bylaw 154 (LUB Amendment)

Planner Alison Fox presented a staff report for information.

The Executive Committee reviewed a submission from Mayne Trustee Jeanine Dodds that outlines her support for Mayne Bylaws 154 and 155, provides her rationale for doing so, and outlines bylaws in the Trust Area that permit structures on the foreshore.

Vice Chair Gary Steeves stated that he believes the bylaw to be contrary to the Islands Trust Policy Statement because there is no evidence in the bylaw of how the structure does not interfere with natural coastal processes.

It was Moved and Seconded that the Executive Committee refuse Mayne Island Local Trust Committee Bylaw No. 154, on the basis that it is inconsistent with Islands Trust Policies 3.4.2, 3.4.5, and 4.5.3.

The Director of Local Planning Services advised that, when considering compliance with the Islands Trust Policy Statement, the Islands Trust Policy Implementation Policy requires that only the Directive Policies be considered, and that the Executive Committee should not be considering compliance with Policies 3.4.2 and 4.5.3.

On the motion to refuse the bylaw

1 – IN FAVOUR
(Steeves)
3 – OPPOSED
(Malcolmson, Luckham, Bell)
MOTION FAILS

The Executive Committee discussed and considered the bylaw's compliance with Islands Trust Policy Statement Directive Policy 3.4.5.

It was Moved and Seconded that the Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 154, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 1, 2010", under Section 24 of the Islands Trust Act.

3 – IN FAVOUR
(Malcolmson, Luckham, Bell)
1 – OPPOSED
(Steeves)
CARRIED

3. Other

- a. J. Stransman re STRs, Hornby Island

Staff was directed to prepare a reply for the Chair's signature.

- b. Comox Valley & Denman/Hornby LTCs Protocol Agreement

It was Moved and Seconded that the Executive Committee approve the protocol agreement between the Hornby and Denman Island Local Trust Committees and the Comox Valley Regional District Board.

CARRIED
UNANIMOUSLY

- c. Joint Task Force on Applications

Staff presented the proposed Terms of Reference for the Application Fee Review Task Force for review and comment.

It was Moved and Seconded that the Executive Committee approve the Application Fee Review Task Force Terms of Reference, as amended May 10, 2011.

CARRIED
UNANIMOUSLY

d. Procedures for Calling a Special Meeting - Briefing

Provided for information.

4. **Administrative Services** (C. Elder)

1. **Director's Update/Follow Up Action List Review**

2. **Other**

a. Expanded Administrative Services Capacity

Craig Elder provided a briefing to the Executive Committee outlining proposed changes to Administrative Services in the Victoria office, which would include hiring a part time receptionist in order to expand the existing receptionist position to provide additional support in the financial and procurement areas.

5. **Executive** (L. Adams)

1. **CAO's Update/Follow Up Action List Review**

2. **Other**

a. L. Pierce re: *Islands Trust Act*

Linda Adams presented a letter from Larry Pierce regarding a recent meeting he and members of the Gulf Island Citizens Council had with Minister Ida Chong. She will prepare a reply under her own signature.

b. T. Varzeliotis Delegation Request

Staff was directed to advise Mr. Varzeliotis of the Executive Committee's approval of his delegation request to address Trust Council at its June 2011 meeting, and that he would receive five minutes to do so.

c. June Council – Decision and Information Items Agenda

Provided for information.

d. Salt Spring LTC Request re Delegation Authority

It was Moved and Seconded that the Executive Committee request staff to prepare a report for the Executive Committee on the feasibility of the request (from the Salt Spring Island Local Trust Committee) for legislative change to allow local trust committees to delegate authority to staff to issue development permits.

CARRIED
UNANIMOUSLY

3. **Work Program**

a. Executive Committee Work Program

By General Consent, the Executive Committee endorsed the Executive Committee Work Program, as presented.

The Meeting adjourned at 4:45 p.m. Next meeting: May 24, 2011

Sheila Malcolmson, Chair

Marie Smith, Executive Coordinator & Recorder