



## Executive Committee Minutes of Meeting

**Date/Time:** Tuesday, July 26, 2011      **Location:** Islands Trust Victoria Office

**Present:**

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

### Call to Order/Approval of Agenda

The meeting was called to order at 12:30 p.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

#### Additions for Consideration:

- 3.2.g M. Braraten email re Beaver Traps on Bowen Island
- 3.2.h C. Anderson, Gulf Islanders for Safe Technology letter re Smartmetering

By General Consent, the agenda was approved as amended.

### 1. Previous Meeting/Coordination Topics

#### 1. Minutes of Previous Meetings

- a. July 5, 2011

By General Consent, the Minutes of the July 5, 2011 Executive Committee meeting were adopted as amended.

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

Provided for information.

### 2. Local Planning Services (D. Marlor)

#### 1. Updates

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

#### 2. Bylaws

- a. Hornby Island LTC Bylaw No. 142 (OCP Amendment)

Senior Planner Sonja Zupanec and Hornby Trustee Tony Law joined the meeting by teleconference. Hornby Trustee Fred Hunt was present at the meeting.

Hornby Island Local Trust Committee Chair Louise Bell introduced proposed Hornby LTC Bylaw No. 142 and noted that the Executive Committee had previously been provided background information at the July 22, 2011 Electronic Meeting.

The bylaw has been drafted with the intention of providing some defined parameters for vacation home rental (VHR) use on Hornby Island. The existing OCP, approved as being in compliance with Trust Policy, supports VHR use as a home occupation but it has been recognized that implementation of such a policy does not fit within the traditional framework of a home occupation. The Hornby Island Local Trust Committee has chosen to examine alternative means to allow for VHRs.

The Hornby Trustees provided statements in support of the bylaws.

The Executive Committee discussed the following areas of concern:

- water supply issues;
- community character;
- resources for bylaw enforcement;
- impact of vacation home rentals on residential housing supply; and
- whether the local trust committee had considered all Trust Policy Statement directive policies.

*It was Moved and Seconded that the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 142, cited as "Hornby Island Official Community Plan Bylaw No. 104, 2002, Amendment No. 1, 2011, under Section 24 of the Islands Trust Act.*

The Executive Committee further debated the merits of the bylaw and its compliance with the Trust Policy Statement.

On the Motion

CARRIED  
UNANIMOUSLY

- b. Hornby Island LTC Bylaw No. 143 (LUB Amendment)

*It was Moved and Seconded that the Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 143, cited as "Hornby Island Land Use Bylaw No. 86, 1993, Amendment No. 1, 2011", under Section 24 of the Islands Trust Act.*

CARRIED  
UNANIMOUSLY

- c. Galiano Island LTC Bylaw No. 211 (OCP Amendment)

Galiano Island Local Trust Committee Chair Gary Steeves advised that proposed Galiano Island LTC Bylaw 211 has been revised with the changes recommended by the Executive Committee following review and return of the bylaw at its May 24, 2011 meeting.

*It was Moved and Seconded that the Executive Committee approve Galiano Island LTC Bylaw No. 211, cited as Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 3, 2010", under Section 24 of the Islands Trust Act.*

CARRIED  
UNANIMOUSLY

- d. Galiano Island LTC Bylaw No. 212 (LUB Amendment)

*It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 212, cited as "Galiano Island Land Use Bylaw No.127, 1999, Amendment No.3, 2010", under Section 24 of the Islands Trust Act.*

CARRIED  
UNANIMOUSLY

**3. Other**

- a. Bylaw Enforcement Strategies

This item was deferred to the August 16 Executive Committee meeting.

- b. Riparian Areas Regulation – draft FAQs

This item was deferred to the August 16 meeting.

**3. Trust Area Services** (L. Gordon)

**1. Updates**

- a. Director/Follow up Action List Review

**2. Other**

- a. Communications Strategy (30 min.)

This item was deferred to the August 16 Executive Committee meeting.

- b. EC Role in Seniors Video Project Approvals

The Executive Committee reviewed the project's timeline and confirmed the direction of the project to date. Vice Chair Louise Bell was delegated as the Executive Committee liaison for the Seniors Video Project.

- c. Letter from Martin Peters re Artificial Reef

This item was deferred to the August 16 Executive Committee meeting.

- d. Parks Canada letter re *Heritage Lighthouse Protection Act*

Staff was directed to prepare a briefing to accompany the request from Parks Canada about heritage lighthouses and forward to all local trust committees.

- e. Colwood Resolution to UBCM re Smart Metering

This item was deferred to the August 16 Executive Committee meeting.

- f. Marine Protected Areas – request for input

*It was Moved and Seconded that the Executive Committee direct staff to respond to the request for input on the BC Marine Protected Area Network Strategy, focusing on the urgent need for large protected areas, especially in the Islands Trust Area.*

CARRIED  
UNANIMOUSLY

Staff will prepare the response for Executive Committee's approval on August 30 and submission on August 31.

- g. M. Braraten re Beaver Traps on Bowen Island

This item was deferred to the August 16 Executive Committee meeting.

- h. C. Anderson re Smartmetering

Staff was directed to forward the letter to all trustees for their information, advising that this issue could be brought forward as a business item to Trust Council if requested, and to bring back the letter to the August 16 meeting to decide on a response.

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

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

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

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

**2. Other**

- a. T. Varzeliotis Correspondence (Jul 12/11)

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

- b. UBCM Convention
  - i. Program

For information.

- ii. MLA/EAD Directors Breakfast – September 28

Staff was directed to confirm logistical arrangements and prepare invitations to all Trust Area MLAs and Electoral Area Directors.

- iii. EA Directors Forum

This item was deferred to the August 2 teleconference.

- iv. UBCM Issues

This item was deferred to the August 16 Executive Committee meeting.

### **3. Trust Council Items**

By General Consent, the Executive Committee endorsed the following items for review at the September 2011 Trust Council meeting:

- a. Elections Best Practices Session Outline

As amended.

- b. 2008-11 Term Review Session Outline

As amended.

- c. Advice for Incoming Council Session Outline

As amended.

- d. September 3 Day Schedule

As presented, pending input for the SSI community group presentation.

- e. June 2011 Council Draft Minutes

This item was deferred to the August 16 Executive Committee meeting.

### **4. Executive Committee Work Program**

This item was deferred to the August 16 Executive Committee meeting.

The meeting adjourned at 4:30 p.m. Next meeting: August 16, 2011

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*Sheila Malcolmson, Chair*

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*Marie Smith, Executive Coordinator & Recorder*