



Executive Committee Minutes of Meeting

Date/Time: Tuesday, August 16, 2011

Location: Islands Trust Victoria Office

Present: Sheila Malcolmson, Chair
Louise Bell, Vice Chair
Peter Luckham, Vice Chair
Gary Steeves, Vice Chair

Linda Adams, CAO
Craig Elder, Administrative Services Director
Lisa Gordon, Trust Area Services Director
David Marlor, Local Planning Services Director
Jas Chonk, Recorder

Call to Order/Approval of Agenda

The meeting was called to order at 10:08 a.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

By General Consent, the agenda was approved as presented.

1. Previous Meeting/Coordination Topics

1. Minutes of Previous Meetings

- a. July 22, 2011

By General Consent, the Minutes of the July 22, 2011 Executive Committee meeting were adopted as amended.

- b. July 26, 2011

By General Consent, the Minutes of the July 26, 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

David Marlor updated the Executive Committee on his follow up action list items.

- b. LTC Chairs

Local Trust Committee Chairs updated activities on their respective islands.

2. **Bylaws**

- a. South Pender Island LTC Bylaw No. 107 (OCP)

Proposed Bylaw 107 is intended to replace the South Pender Island Official Community Plan Bylaw No. 91, 2002.

It was Moved and Seconded that the Executive Committee approve South Pender Island Local Trust Committee proposed Bylaw No. 107, cited as "South Pender Island Official Community Plan Bylaw No. 107, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

Gary Steeves thanked Andrea Pickard, Planner for South Pender for all her hard work.

b. Gambier Island LTC Bylaw No. 114 (LUB for Bowyer and Passage)

The bylaw has been developed by the Gambier Island Local Trust Committee in consultation with Bowyer and Passage island residents and property owners, interest groups and federal, provincial and regional agencies. It will replace Greater Vancouver Regional District Zoning Bylaw No. 47 which has been in effect for Bowyer and Passage islands since the early 1970s.

The bylaw establishes regulations respecting the use of land, including the surface of the water, the use, siting and size of buildings and structures and the subdivision of land on both islands. The bylaw includes three rural residential zones; one forest zone; one community service zone and three marine zones. A primary focus on the new bylaw was to legalize the existing density of the corporate land holdings which were in place prior to Bylaw No. 47.

It was Moved and Seconded that the Executive Committee approve Gambier Island Local Trust Committee proposed Bylaw No. 114, cited as "Bowyer and Passage Islands Land Use Bylaw, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

3. Other

a. Bylaw Enforcement Strategies

Miles Drew provided an update to Executive Committee.

b. Riparian Areas Regulation – draft FAQs

This item was deferred to the August 29/30 Executive Committee meeting.

c. Time Tracking and Resource Allocation

David Marlor asked for feedback from Executive Committee on how to make the format of the reports more useful to Trustees.

d. Bylaw Dispute Adjudication

Miles Drew provided the briefing as information and also asked for feedback on the Bylaw Enforcement Notification System brochure. The Executive Committee requested that the brochure be brought back to August 29/30 Executive Committee meeting.

The meeting recessed at 12:07 p.m.
The meeting reconvened at 12:30 p.m.

3. Trust Area Services (L. Gordon)

1. Updates

a. Director/Follow up Action List Review

Lisa Gordon updated the Executive Committee on her follow up action list items and discussed ways to streamline it. The Committee agreed to move the last three items to the website project item and discussed removing the David Hahn item requesting staff to draft a letter encouraging review of protocol agreement.

It was Moved and Seconded that staff remove David Hahn item from the follow up action list.

IN FAVOUR - 0
OPPOSED - 4
(Malcolmson, Bell, Luckham, Steeves)
MOTION FAILS

2. Other

- a. Coastal Community Network

Lisa Gordon noted that a second session is being planned for September 26 at the UBCM Convention for coastal leaders to attend the First Nation Summit and that Executive Committee might want to be available for that. Staff will find out more about the session and let Executive Committee know.

- b. Communications Strategy (30 min.)

Executive Committee provided feedback on the Communications Strategy. Staff will circulate the communications strategy framework to all Local Planning Services staff.

- c. Letter from Martin Peters re Artificial Reef

Received as information.

- d. Colwood Resolution to UBCM re Smart Metering

Received as information.

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

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

- f. C. Anderson re Smartmetering - response

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

- g. Update on Derelict Vessels

Staff provided update on derelict vessels.

- h. Bill C-231 re Derelict Vessels

Received as information.

- i. UBCM Convention Minister meeting request re Derelict Vessels

Linda Adams noted that a meeting request had been forwarded but no response has been received.

- j. Aug 29-30 website structure and design concept

The Executive Committee agreed to have this item brought forward to their August 29/30 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. 2003-2004 Draft Annual Report

To be forwarded to Trust Council with the inclusion of the CAO report and edits suggested by the Executive Committee.

- b. 2004-2005 Draft Annual Report

To be forwarded to Trust Council with the inclusion of the CAO report and edits suggested by the Executive Committee.

- c. 2005-2006 Draft Annual Report

To be forwarded to Trust Council with the inclusion of the CAO report and edits suggested by the Executive Committee.

- d. 2006-2007 Draft Annual Report

To be forwarded to Trust Council with the inclusion of the CAO report and edits suggested by the Executive Committee.

- e. NAPTEP Certificate, HO-NAP-2011.3, Hornby Is. – RFD

Forwarded as amended.

- f. NAPTEP Certificate, HO-NAP-2011.4, Hornby Is. – RFD

Forwarded as amended.

4. Administrative Services (C. Elder)

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

Craig Elder asked for clarification on his follow up action list items.

5. Executive (L. Adams)

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

Linda Adams updated the Executive Committee on her follow up action list items.

2. Other

- a. UBCM Issues

Sheila Malcolmson will contact Jeanine Dodds directly to find out if she had forwarded this to the Capital Regional District Electoral Area Director.

- b. UBCM – Municipal Auditor General Context Paper

Received as information.

- c. UBCM – Executive Release

Received as information.

- d. Annual Meeting with Bowen Island Municipality

Linda Adams noted that the annual meeting with Bowen Island Municipality is due and that if time permits Executive Committee could meet with Bowen Island Municipality at UBCM.

- e. Powell River Regional Dist. re Coastal Ferry Service

Received as information.

- f. Council Committee System – potential amendments

Linda Adams provided update on the Trust Council Committee System and noted that potential amendments will be forwarded to Trust Council from Local Planning Committee.

g. Mail ballots – CVRD

It was Moved and Seconded that staff continue to follow Trust Council's direction, as specified in its Election Procedures Bylaw 124, to limit mail ballots to residents of Bowyer and Passage Islands.

IN FAVOUR – 2
(Steeves, Luckham)
OPPOSED - 2
(Malcolmson, Bell)
MOTION FAILS

It was Moved and Seconded that staff request Trust Council to reconsider the mail ballot opportunities for Lasqueti and Thetis Local Trust Area voters only, by including the pertinent sections of the Powell River and Cowichan Valley Regional District election bylaws in the Islands Trust election agreements with these two jurisdictions.

IN FAVOUR – 3
OPPOSED - 1
(Steeves)
CARRIED

3. Trust Council Items

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

a. San Juan County Liaison Session Outline

Forwarded as amended.

- b. Delegations Requests:
- i. Tom Varzeliotis Delegation
 - ii. John Roe Delegation

This item was deferred to the August 29/30 Executive Committee meeting.

c. June 2011 Council Draft Minutes

Forwarded as presented.

d. Term Review Session Outline (revised)

Forwarded as amended.

e. TC Meeting with BC Ferry Commissioner

Linda Adams asked for feedback from Executive Committee in regards to Trust Council's meeting with the BC Ferry Commissioner.

4. Executive Committee Work Program

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

The meeting adjourned at 4:06 p.m. Next meeting: August 29-30, 2011

Sheila Malcolmson, Chair

Jas Chonk, Recorder