



Executive Committee Minutes of Meeting

Date/Time: Tuesday, October 11, 2011

Location: Islands Trust Victoria Office

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

Linda Adams, Chief Administrative Officer
Lisa Gordon, Trust Area Services Director
Craig Elder, Administrative Services Director
Robert Kojima, Acting Local Planning Services Director
Marie Smith, Executive Coordinator

Absent: Louise Bell, Vice Chair

Call to Order/Approval of Agenda

The meeting was called to order at 11:05 a.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Additions to the Agenda:

6.2.a J. Gelwicks re: Velo Village Cycling.

By General Consent, the Executive Committee approved the agenda as amended.

1. Previous Meeting/Coordination Topics

1. Minutes of Previous Meetings

- a. February 16, 2011 (correction)

By General Consent, the Executive Committee adopted the Minutes of the February 16, 2011 Executive Committee meeting, as amended.

- b. August 29-30, 2011

By General Consent, the Executive Committee adopted the Minutes of the August 29-30, 2011 Executive Committee meeting, as amended.

- c. September 13, 2011

By General Consent, the Executive Committee adopted the Minutes of the September 13, 2011 Executive Committee meeting, 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

Robert Kojima provided a verbal update on the status of his Followup Action List items and recent activities.

It was Moved and Seconded that the Executive Committee direct the Director of Local Planning Services to report to the Executive Committee on the issues identified for discussion between the Islands Trust and the Ministry of Transportation and Infrastructure regarding the joint Letter of Agreement.

CARRIED
UNANIMOUSLY

b. LTC Chairs

Executive Committee members provided verbal updates on their activities as Local Trust Committee chairs.

2. Other

a. Walter Forstbauer re Galiano Island OCP

Staff was directed to prepare a reply for the Chair's signature in response to Mr. Forstbauer's correspondence regarding the Galiano Island OCP process.

b. Galiano Land & Community House Trust – Request to Sponsor Application Fee

This item was deferred to the November 1st meeting in order for staff to review the rezoning application received on October 8.

c. Rev. Dr. Pitman Potter re: Vandalism of Property

Staff was directed to prepare a reply for the Chair's signature in response to Rev. Dr. Potter's correspondence regarding recent vandalism on his Galiano Island property.

3. Bylaws

a. North Pender LTC Bylaw No. 188 (BE Notification)

Proposed North Pender Bylaw 188 would establish the ability for bylaw enforcement officers to issue fines for minor land use bylaw violations. Disputed tickets are heard by an adjudicator and not a judge. This bylaw includes a schedule listing penalties for various offences of the land use bylaw. It also establishes discounts for completion of compliance agreements negotiated with a screening officer and early payment discounts.

It was Moved and Seconded that the Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 188, cited as "North Pender Island Local Trust Committee Bylaw Enforcement Notification Bylaw, No. 188, 2011" under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

b. Bowen Island Municipal Bylaw No. 311

Bowen Bylaw 311 is a Land Use Bylaw Amendment to rezone a 4.3 hectare parcel on Carter Road for co-housing purposes. Bowen Island Municipal Council gave First Reading to proposed Bylaw 311 on September 12, 2011 and has scheduled a Public Hearing for November 7, 2011. Bowen Island Municipal Council has also passed a resolution that it will not adopt proposed Bylaw 311 until a restrictive covenant has been registered.

It was Moved and Seconded that the Executive Committee advise Bowen Island Municipality that it has no objections to Bylaw 311, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 311, 2011" provided the restrictive covenant(s) as required by Bowen Municipality are registered.

CARRIED
UNANIMOUSLY

c. Galiano Island Bylaws 214-227 Supporting Documents

Vice Chair Gary Steeves introduced proposed Galiano Island Bylaws 214 to 227. These proposed bylaws would amend the Galiano Island Official Community Plan and Land Use Bylaw to adopt new, or amend existing, objectives, policies and development permit areas in a manner that would be consistent with the *Private Managed Forest Land Act*. There is one bylaw per section of the Official Community Plan, as well as separate bylaws for development permit areas, map schedules, and two site specific amendments. Because of the complexity of the amendments, a draft consolidated OCP was prepared and presented.

Staff highlighted the principle policy changes resulting from the proposed amendments. A staff report was provided that outlined the background, key proposed policy changes, agency and First Nation referral process and compliance of the bylaws with the Islands Trust Policy Statement. Vice Chair Steeves noted that the Galiano Island Local Trust Committee has satisfied all agency recommendations and changes.

Staff addressed several questions from Executive Committee members including, but not limited to, the areas of septic, advocacy statement, water supply, desalination, clarification on mooring buoys.

d. Galiano Island LTC Bylaw No. 214 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 214, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.1, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

e. Galiano Island LTC Bylaw No. 215 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 215, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.2, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

f. Galiano Island LTC Bylaw No. 216 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 216, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.3, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

g. Galiano Island LTC Bylaw No. 217 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 217, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.4, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

h. Galiano Island LTC Bylaw No. 218 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 218, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.5, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

i. Galiano Island LTC Bylaw No. 219 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 219, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.6, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

j. Galiano Island LTC Bylaw No. 220 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 220, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.7, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

k. Galiano Island LTC Bylaw No. 221 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 221, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.8, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

l. Galiano Island LTC Bylaw No. 222 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 222, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.9, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

m. Galiano Island LTC Bylaw No. 223 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 223, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.10, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

n. Galiano Island LTC Bylaw No. 224 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 224, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.11, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

o. Galiano Island LTC Bylaw No. 225 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 225, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.12, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

p. Galiano Island LTC Bylaw No. 226 (OCP Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 226, cited as "Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No.13, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

q. Galiano Island LTC Bylaw No. 227 (LUB Amendment)

It was Moved and Seconded that the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 227, cited as "Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 2, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

r. South Pender LTC Bylaw No. 108 (LUB Amendment)

Proposed South Pender Bylaw 108 would amend the Land Use Bylaw by introducing three RR zones: RR1 with 0.4 ha requirement, RR2 with a 0.8 ha requirement and RR3 with a 4 ha requirement which applies to lots currently regulated with site specific zoning. The bylaw also amends the name of the 'Resource Protection' zone to 'Natural Resource'.

It was Moved and Seconded that the Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 108, cited as "South Pender Island Land Use Bylaw No. 92, 2003, Amendment No. 1, 2011", under Section 24 of the Islands Trust Act."

CARRIED
UNANIMOUSLY

s. South Pender LTC Bylaw No. 110 (LUB Amendment)

Proposed South Pender Bylaw 110 would amend the Land Use Bylaw by amending the definition of cottage to remove 'temporary use only' so they could be used for long-term rentals. Currently cottages may only be used for short-term occupancy.

It was Moved and Seconded that the Executive Committee approve South Pender Island Local Trust Committee Bylaw No. 110 "South Pender Island Land Use Bylaw No. 92, 2003, Amendment No. 2, 2011", under Section 24 of the Islands Trust Act.

CARRIED
UNANIMOUSLY

3. Joint Session with Management

1. Post September 2011 Council

a. Roundtable

Executive Committee members and senior staff provided roundtable comments about the September 2011 Trust Council meeting.

b. Trustee Comments/Requests

No comments received.

c. Trust Council Followup Action List

Provided for information.

d. Draft December 2011 Program

This item was deferred to the November 1st meeting.

4. Trust Area Services (L. Gordon)

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

2. Other

a. Mid Island Sustainability & Stewardship Initiative re Green Gateway for Vancouver Island

Staff was directed to prepare a reply for the Chair's signature advising the writer of the option to request a delegation to speak to Trust Council regarding the Green Gateways initiative. Staff also will follow up with Regional District of Nanaimo staff as to the Regional District's position on this initiative.

b. National Energy Board re: Trans Pipeline

Staff will post the letter on the website.

c. Enbridge Northern Gateway Project – Oral Statement Request

Chair Malcolmson advised that she has submitted her name as the Islands Trust representative in order to hold a place to make an oral statement to the Joint Review Panel if Council wishes to do so. Staff will monitor for news about the joint review panel and advise accordingly.

d. UBCM Convention Report - update

Staff advised that input from the Executive Committee members has been received and will be compiled in a draft report format for review at the next Executive Committee meeting.

5. Administrative Services (C. Elder)

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

Craig Elder provided a verbal update on recent activities.

6. Executive (L. Adams)

1. CAO Update/Followup Action List Review

Linda Adams provided a verbal update on recent activities and the status of Followup Action List items.

2. Other

a. J. Gelwicks re Velo Village Cycling Conference

Executive Committee members reviewed an email from Jean Gelwicks, on behalf of Island Pathways, regarding the June 2012 Velo-City Global Conference – Cities in Motion: Cycling Success Stories, asking for assistance from the Islands Trust in preparing a submission about cycling successes in the Islands Trust Area for presentation at the conference. The deadline for submissions is November 15th.

It was Moved and Seconded that the Executive Committee appoint Vice Chair Gary Steeves to work with Island Pathways to develop a draft Abstract about cycling successes in the Islands Trust Area, for the Velo-City Global Conference in Vancouver June 2012.

CARRIED
UNANIMOUSLY

The abstract will be reviewed by the Executive Committee prior to submission to the conference organizers.

Closed Session

It was Moved and Seconded that the meeting be closed to the public pursuant to s. 90(1) (c), and (i) of the Community Charter to discuss matters related to labour relations and other employee relations and that staff attend the meeting.

CARRIED
UNANIMOUSLY

The meeting was closed to the public at 2:50 p.m.
The meeting reopened to the public at 3:02 p.m.

The meeting adjourned at 3:03 p.m.

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Deputy Secretary and Recorder