



Executive Committee

Minutes of Regular Meeting

Date: May 18, 2016

Location: Boardroom, Victoria Office

Members Present: Peter Luckham, Chair
Laura Busheikin, Vice Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Cindy Shelest, Director, Administrative Services
Clare Frater, Acting Director, Trust Area Services
David Marlor, Director, Local Planning Services
Mandy Giesbrecht, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:45 a.m. Chair Luckham acknowledged that the meeting was being held in traditional Songhees territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

2.2 Approval of Agenda

By General Consent, the agenda was approved as presented.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 April 27, 2016 Executive Committee Meeting

The Executive Committee requested the acronyms in resolution EC-2016-067 be spelled out for clarity of context.

By General Consent, the Minutes of the April 27, 2016 Executive Committee Meeting were adopted as amended.

4. FOLLOW UP ACTION LIST AND UPDATES

4.1 Follow Up Action List

Staff provided updates on outstanding items in the Follow Up Action List.

4.2 Director/CAO Updates

Directors provided updates on their follow up action list items and current activities.

4.2.1 Transition Plan Update

CAO Hotsenpiller provided an update on the status of the Transition Plan document noting the completed document is not expected to be ready in time for the June Trust Council meeting. CAO Hotsenpiller advised that Urban Systems has been engaged to update the data contained in the document and presented information of the anticipated budget shortfall in the event incorporation is successful for Salt Spring Island.

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 Bowen Island Municipality Bylaw No. 399

Director Marlor provided a briefing to the Executive Committee.

EC-2016-069

It was MOVED and SECONDED,

THAT the Executive Committee advise Bowen Island Municipality that Bylaw 399, cited as "Bowen Island Municipality Land Use Bylaw No.57, 2002, Amendment Bylaw No. 399, 2016" is not contrary or at variance to the Islands Trust Policy Statement.

CARRIED

5.2 Salt Spring Island Land Use Bylaw No. 484

Vice Chair Grams provided a briefing to the Executive Committee.

EC-2016-070

It was MOVED and SECONDED,

THAT the Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 484, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2015," under Section 24 of the *Islands Trust Act*.

CARRIED

5.3 Lasqueti Island Land Use Bylaw No. 90

Vice Chair Busheikin provided a briefing to the Executive Committee.

EC-2016-071

It was MOVED and SECONDED,

THAT the Executive Committee approve the Lasqueti Island Local Trust Committee Bylaw No. 90, cited as "Lasqueti Island Land Use Bylaw 78, 2005, Amendment No. 2, 2014," under Section 24 of the *Islands Trust Act*.

CARRIED

The meeting recessed at 9:58 a.m. and reconvened at 10:05 a.m.

6. TRUST COUNCIL MEETING PREPARATION

6.1 Trust Area Services

6.1.1 Session Outline – Marine Shipping Safety

Clare Frater, Acting Director of Trust Area Services, provided a briefing to the Executive Committee and recommended the session be afforded more time on the June Trust Council meeting schedule to ensure the session and content are valuable to all participants.

6.1.2 RFD: NAPTEP Application – Link Island

Vice Chair Morrison provided a briefing to the Executive Committee and acknowledged the time invested by staff to bring this application to fruition.

6.2 Local Planning Services

6.2.1 RFD: Grants and Donations Policy May 2016

Director Marlor provided a briefing to the Executive Committee. Executive Committee members offered preliminary feedback on the draft policy.

6.3 Administrative Services

6.4 Executive/Trust Council

6.4.1 March 2016 Trust Council Draft Minutes for Review

Executive Committee members identified minor corrections to be made in the minutes and requested minutes to be made available as soon as possible after meetings.

6.4.2 Draft June 2016 Trust Council Schedule

Executive Committee members provided feedback on format and content of the draft agenda and new agenda format. Staff will make the necessary modifications for review at the next Executive Committee meeting on June 1, 2016.

6.4.3 RFD: Session Alternatives for June 2016 Trust Council

CAO Hotsenpiller provided a briefing to the Executive Committee.

EC-2016-072

It was MOVED and SECONDED,

THAT the Executive Committee schedule a “Visioning” session for the June 2016 Trust Council meeting.

CARRIED

EC-2016-073

It was MOVED and SECONDED,

THAT the Executive Committee request a Resolution Without Meeting from the CAO articulating the cost benefits of engaging a facilitator for the visioning session scheduled for the June Trust Council Meeting.

CARRIED

6.4.4 Draft Amendments to “Islands Trust Council Meeting Procedures Bylaw, 2004” re: Electronic Meetings

Carmen Thiel, Legislative Services Manager, provided a briefing to the Executive Committee. Executive Committee members provided preliminary feedback and commentary.

The meeting recessed at 12:05 p.m. and resumed at 12:35 p.m.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.2 Executive Committee Initiated

8. NEW BUSINESS

8.1 Trust Area Services

8.1.1 LTC Chairs Report on Local Advocacy Topics

The Executive Committee members provided verbal updates on local advocacy topics arising from local trust committee meetings.

8.1.2 RFD: EC Sections of 2015-16 Annual Report

Staff provided a briefing to the Executive Committee. Executive Committee members provided feedback on recommended amendments.

EC-2016-074

It was MOVED and SECONDED,

THAT the Executive Committee approves (as amended) the attached text for inclusion in the 2015-2016 Draft Annual Report for approval by the Trust Council and submission to the Minister of Community, Sport and Cultural Development, approves the amendments to the Table of Contents, and authorizes the Select Committee Chairs to approve their sections.

CARRIED

8.2 Local Planning Services

8.2.1 Salt Spring Island LTC Resolution re: *Islands Trust Act*

Director Marlor referred the Executive Committee to the Context Notes entry in respect of this item. Vice Chair Grams provided further commentary on this item.

EC-2016-075

It was MOVED and SECONDED,

THAT the Executive Committee requests staff to add Salt Spring Island LTC Resolution re: *Islands Trust Act* to the work program report and the legislative monitoring chart under a new section heading.

CARRIED

8.3 Administrative Services

8.3.1 RFD: Trustee Meeting Agenda Package Delivery

Director Shelest provided a briefing to the Executive Committee.

EC-2016-076
It was *MOVED and SECONDED,*

THAT the Executive Committee approves the recommended organizational change to how agenda packages are delivered to Trustees; "Option 3 - Website Download".

CARRIED

8.4 Executive/Trust Council

8.4.1 Legislative Services Update

Staff provided a briefing to the Executive Committee.

The order of business on the agenda was varied to address items 11 and 12 ahead of item 9.

11. CORRESPONDENCE

11.1 Gabriola Island Chamber of Commerce Position Paper on Anchorages

The Executive Committee discussed approaches to taking an official position on this issue including options such as foreshore leases and regulation of mooring buoy usage. Staff recommended Executive Committee members to review the Georgia Strait briefing document as well as the risk assessment and environmental overview assessment of the area for the proposed Gabriola Island anchorages.

11.2 Stop the Nanaimo Port Expansion

11.3 Minister of Environment re Marine Shipping Risks

11.4 MP Goldsmith-Jones re Derelict Vessels

11.5 Gabriolans Against Freighter Anchorages Society re June Trust Council

Refer to commentary under Correspondence item 11.1

11.6 Friends of the San Juan re Vessel Traffic Risk Assessment update

11.7 Nanaimo Port Authority Response to Gabriolans Against Freighter Anchorages Society

Refer to commentary under Correspondence item 11.1

11.8 Pacific Pilotage Authority re update - proposed Gabriola anchorages

Refer to commentary under Correspondence item 11.1

11.9 Minister Stone re BC Ferries Schedules

By General Consent, the Correspondence items were received for information.

12. WORK PROGRAM

12.1 Review and Amendment of Current Work Program

Directors provided updates on their work program items.

By General Consent, the Executive Committee endorsed the Work Program dated May 12, 2016 as presented.

9. CLOSED MEETING

EC-2016-077

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the *Community Charter* in order to consider matters related to employee relations, 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 1:36 p.m. and reopened at 1:49 p.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

13. NEXT MEETING: June 1, 2016 (Victoria Office)

14. ADJOURNMENT

EC-2016-078

It was MOVED and SECONDED,

To adjourn the meeting.

CARRIED

The meeting adjourned at 1:50 p.m.

Peter Luckham, Chair

Certified Correct

Mandy Giesbrecht, Executive Coordinator (Recorder)