



Executive Committee

Minutes of Regular Meeting

Date: August 17, 2016

Location: Islands Trust Office, Salt Spring Island

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

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

Guest(s): Dr. Richard Wiefelspuett, Clear Seas Centre for Responsible Marine Shipping

1. CALL TO ORDER

The meeting was called to order at 9:40 a.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

- 8.4.4 Invitation to Totem Pole Unveiling – August 20th on Salt Spring Island
- 8.4.5 Strategic Plan for Tourism BC (Vancouver Island)
- 8.4.6 Assignment of Acting Chair in Chair Luckham's absence.

2.2 Approval of Agenda

By General Consent, the agenda was approved as amended.

2.2.1 Agenda Context Notes

Provided for information.

3. ADOPTION OF MINUTES

3.1 July 27, 2016 Executive Committee Meeting

The Executive Committee requested the word "traditional" to be removed from the Call to Order section on page one.

By General Consent, the Minutes of the July 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.

4.3 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 Nos. 425 & 422

Director Marlor provided a briefing to the Executive Committee.

EC-2016-117

It was MOVED and SECONDED,

That the Executive Committee advise Bowen Island Municipality that the Bylaw 425, cited as "Bowen Island Municipality Official Community Plan Amendment Bylaw No. 425, 2016" is not contrary or at variance to the Islands Trust Policy Statement.

CARRIED

EC-2016-118

It was MOVED and SECONDED,

That the Executive Committee advise Bowen Island Municipality that the Bylaw 422, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 422, 2016" is not contrary or at variance to the Islands Trust Policy Statement.

CARRIED

5.2 Bowen Island Municipality Bylaw No. 423

Director Marlor provided a briefing to the Executive Committee.

EC-2016-119

It was MOVED and SECONDED,

That the Executive Committee advise Bowen Island Municipality that the Bylaw 423, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 423, 2016" is not contrary or at variance to the Islands Trust Policy Statement.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Trust Area Services

6.2 Local Planning Services

6.3 Administrative Services

6.4 Executive

6.4.1 2017 Trust Council Meeting Schedule

The Executive Committee reviewed the draft 2017 Trust Council Meeting Schedule and referred this business item to the September 2016 Trust Council Meeting with amendments.

EC-2016-120

It was MOVED and SECONDED,

That the 2017 Islands Trust Council quarterly meeting schedule, as presented, be amended to reflect Denman Island in March, Lasqueti Island in June, Gabriola Island in September and Victoria in December.

CARRIED

6.4.2 September Trust Council Meeting Schedule – Updated Draft

The Executive Committee reviewed the updated draft of the September 2016 Trust Council Meeting Schedule. Staff were requested to source an alternate venue for one of the dinner sessions and to confirm the tour option at the Shaw Centre for the Salish Sea during the Wednesday lunch break. Staff were further requested to invite the Sidney mayor and a representative from local first nations for the lunch and tour in the Wednesday session.

6.4.3 Amendment to TC Procedures Bylaw to Allow for Electronic Participation in Meetings

The Executive Committee referred this business item to the September 2016 Trust Council meeting.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.2 Executive Committee Initiated

The meeting recessed 10:55 a.m. and resumed 11:01 a.m.

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: Communications Strategy

Director Gordon provided an update to the Executive Committee.

EC-2016-121

It was MOVED and SECONDED,

That the Executive Committee approve the attached “Public Engagement Principles and Communications Objectives” associated with delivery of the Islands Trust communications strategy.

CARRIED

- 8.1.3 RFD: Key Messages for First Nations Related Communications**
CAO Hotsenpiller and Director Gordon provided an overview to the Executive Committee.

EC-2016-122

It was MOVED and SECONDED,

That the Executive Committee direct staff to develop a Project Charter and draft set of principles that will inform a new organizational approach to First Nations relationship-building.

CARRIED

EC-2016-123

It was MOVED and SECONDED,

That the Executive Committee add “First Nations Relationship Building” as a priority on its work program.

CARRIED

EC-2016-124

It was MOVED and SECONDED,

That staff be requested to present the material on First Nations relationship building principles as an information briefing for Trust Council for the September Trust Council meeting.

CARRIED

8.1.4 Media Relations Tips

Director Gordon sought feedback from Executive Committee. Minor wording changes were requested prior to including this item in the Executive Committee toolkit.

8.1.5 State of the Islands Project Update

Director Gordon provided a verbal update.

8.1.6 CEEA Comment Period re Roberts Bank Terminal

Executive Committee requested further staff advice on this matter.

EC-2016-125

It was MOVED and SECONDED,

That staff be requested to provide advice to the Executive Committee about participation on the CEEA Comment Period re Roberts Bank Terminal (taken from context note).

CARRIED

The order of business on the agenda was varied to address item 9 ahead of remaining business.

9. CLOSED MEETING

EC-2016-126

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 was closed to the public at 11:27 a.m. and reopened at 12:49 p.m. The order of business on the agenda was varied to address item 8.4.3 ahead of remaining business.

8.4.3 Collaborating with Clear Seas

Dr. Richard Wiefelspuett, Executive Director, Clear Seas Centre for Responsible Marine Shipping, addressed the Executive Committee. Dr. Wiefelspuett provided information on the following:

- History of the organization;
- Mission, vision and mandate;
- Evidence-based reports and studies;
- Identifying problems through consensus building;
- Current initiatives and projects; and
- Clear Seas' role in addressing issues raised by stakeholders.

Dr. Wiefelspuett answered questions from the Executive Committee and staff in relation to anchorages, spill remediation and shipping practices in the Islands Trust Area. Dr. Wiefelspuett advised that Clear Seas would be happy to provide research assistance to the Islands Trust in relation to shipping risks, mitigation measures and best-practices specific to the Islands Trust area.

The order of business on the agenda resumed at item 8.2.

8.2 Local Planning Services

8.2.1 Briefing: MOTI Options

Director Marlor provided an overview of the report. Executive Committee members will seek to raise these issues with Minister Fassbender at UBCM.

8.3 Administrative Services

8.4 Executive/Trust Council

8.4.1 2016 UBCM Conference Meeting Preparation

Staff were requested to organize a hosted breakfast for electoral area directors and MLA's has occurred in the past and to prepare a presentation for this event. Vice Chair Busheikin will not be attending UBCM and Vice Chair Grams will only be attending the Islands Trust hosted breakfast event.

8.4.2 2017 Executive Committee Meeting Dates

The Executive Committee reviewed the proposed 2017 meeting schedule and requested staff to make adjustments for review at the next meeting.

8.4.4 Invitation to Totem Pole Unveiling – August 20th on Salt Spring Island

Trustee Grams indicated he will only be available to attend a portion of this event. CAO Hotsenpiller was requested to facilitate attendance by Fiona MacRaild, Senior Intergovernmental Policy Advisor.

8.4.5 Strategic Plan for Tourism BC (Vancouver Island)

Vice Chair Morrison discussed the various stakeholder engagement opportunities associated to this initiative and sought Executive Committee direction on LTC participation. CAO Hotsenpiller suggested this initiative is best left with the regional districts.

**8.4.6 Assignment of Acting Chair in Chair Luckham's absence.
EC-2016-127**

It was MOVED and SECONDED,

That Vice Chair Grams be appointed as Acting Chair from August 18 to August 23, 2016.

CARRIED

The meeting recessed 1:48 p.m. and resumed at 2:00 p.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

The Executive Committee received the first draft of the Transition Plan and requested staff to prepare a redacted document, containing less specific human resources content, for public release.

11. CORRESPONDENCE

11.1 2016 UBCM Convention – City of Prince George Submission

Received for information.

11.2 Arbutus Bay Estates re Unlawful Change to OCP

Received for information.

11.3 H. Akin letter to NPA August 4, 2016

Received for information.

11.4 Foote and Williams re STVR Application

Received for information.

11.5 Ian Robertson re BC Hydro Rate Change

Received for information.

11.6 Judy Armstrong re BC Hydro Rate Change

Received for information.

12. WORK PROGRAM

12.1 Review and Amendment of Current Work Program

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

13. NEXT MEETING: Victoria Office, August 31 at 8:45 a.m.

- 14. ADJOURNMENT**
EC-2016-128
It was MOVED and SECONDED,
To adjourn the meeting.

CARRIED

The meeting adjourned at 2:21 p.m.

Peter Luckham, Chair

Certified Correct

Mandy Giesbrecht, Executive Coordinator (Recorder)