



## Executive Committee Minutes of Regular Meeting

**Date:** June 7, 2017

**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Members Present:** Peter Luckham, Chair (teleconference)  
Susan Morrison, Vice Chair  
George Grams, Vice Chair  
Laura Busheikin, Vice Chair

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director, Local Planning Services  
Cindy Shelest, Director, Administrative Services  
Clare Frater, Director, Trust Area Services  
Emma Restall, 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 Coast Salish First Nations territory.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

6.5 BIM Bylaw No. 439 and 440 - RFD

9.1.3 Herring Roe Fishery Chair Letter - RFD

9.5 Incorporation in the *Islands Trust Act*

#### 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 May 3, 2017 Executive Committee Meeting

**By General Consent**, the Minutes of the May 3, 2017 Executive Committee Meeting were adopted as presented.

### 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.

It was agreed that the Trust Area Services section of Section 4.2 be heard later in the agenda when the Director would be available to speak to it.

**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. DELEGATIONS – 9:00 a.m.**

**5.1 Jacinthe Eastick of Gabriola Island**

Provided delegation in regards to Gabriola Island Local Trust Committee Bylaws No. 289 and 290.

**5.2 Nick Doe of Gabriola Island**

Provided delegation in regards to Gabriola Island Local Trust Committee Bylaws No. 289 and 290.

**5.3 Gisele Rudischer of Gabriola Island**

Provided delegation in regards to Gabriola Island Local Trust Committee Bylaws No. 289 and 290.

**6. BYLAWS FOR APPROVAL CONSIDERATION**

**6.1 Gabriola Island Local Trust Committee Bylaw No. 296 (APC)  
EC-2017-068**

**It was MOVED and SECONDED,**

THAT the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 296, cited as "Gabriola Island Local Trust Committee Advisory Planning Commission Bylaw, 2017", under Section 24 of the *Islands Trust Act*.

**CARRIED**

**6.2 Gabriola Island Local Trust Committee Bylaw No. 289 (OCP Amendment) and  
Bylaw No. 290 (LUB Amendment)  
EC-2017-069**

**It was MOVED and SECONDED,**

THAT the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 289, cited as "Gabriola Island Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2016", under section 24 of the *Islands Trust Act*.

**CARRIED**

**EC-2017-070**

**It was MOVED and SECONDED,**

THAT the Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 290 cited as "Gabriola Island Land Use Bylaw No. 177, 1999, Amendment No. 1, 2016", under section 24 of the *Islands Trust Act*.

**CARRIED**

- 6.3 Salt Spring Island Local Trust Committee Bylaw 497 (LUB Amendment)  
EC-2017-071**  
It was **MOVED** and **SECONDED**,  
THAT the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw 497 cited as “Salt Spring Island Land Use Bylaw, 1999, Amendment No. 6, 2016” in accordance with Section 27 of the *Islands Trust Act*.  
**CARRIED**
- 6.4 BIM Bylaw No 413 (OCP Amendment)  
EC-2017-072**  
It was **MOVED** and **SECONDED**,  
THAT the Islands Trust Executive Committee approve Bylaw No. 413, cited as “Bowen Island Municipality Official Community Plan Bylaw No. 282, 2010, Amendment Bylaw No. 413, 2016” under Section 38 of the *Islands Trust Act*.  
**CARRIED**
- 6.5 BIM Bylaw No. 439 and 440 - Request for Decision  
EC-2017-073**  
It was **MOVED** and **SECONDED**,  
THAT the Islands Trust Executive Committee defer Item 6.5 of this agenda “BIM Bylaw No. 439 and 440 – RFD” to the June 20 2017 Executive Committee meeting on Lasqueti Island.  
**CARRIED**

**7. TRUST COUNCIL MEETING PREPARATION**

**7.1 Executive**

- 7.1 June Trust Council Draft Schedule**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as amended.
- 7.2 June Trust Council Regular Agenda**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3 Chief Administrative Officer's Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented
- 7.4 Continuous Learning Plan**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.5 Draft September 2017 Trust Council Schedule**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.6 Trust Council Follow Up Action List**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.7 Priorities Chart**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.8 Strategic Plan Quarterly Updates**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.9 Community Presentation Request**  
**7.9.1 Lasqueti Island Nature Conservancy**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.10 Delegation Requests**  
**7.1.10.1 ADIMS re Geoduck Aquaculture EC-2017-074**  
**It was MOVED and SECONDED,**  
That the delegation request as presented for the June Trust Council be denied.

**CARRIED**

**7.1.11 Role of the Trustee Session Outline**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.12 Transition Plan Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.13 Islands Trust Act - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.14 Hosting Trust Council - Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.15 2018 Trust Council Quarterly Meeting Schedule**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.1.16 Visioning - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

**7.2 Local Planning Services**

**7.2.1 Director of Local Planning Services Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

- 7.2.2 Local Planning Committee Work Program Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.2.3 First Nations Charter Update**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as amended.
- 7.2.4 Marine Protection Tools - Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as amended.
- 7.2.5 Bylaw Enforcement Report - Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

It was agreed that Section 7.4 be considered ahead of Section 7.3

- 7.4 Administrative Services**
  - 7.4.1 Administrative Services Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
  - 7.4.2 Financial Planning Committee Work Program Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
  - 7.4.3 Policy 6.5.1 General Revenue Fund Surplus - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
  - 7.4.4 Policy 7.2.1 Trustee Remuneration - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
  - 7.4.5 March 31, 2017 Audited Financial Statements - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

Director Frater arrived at 10:20am and spoke to her Director Update under Section 4.2

Karen Hurley, Senior Policy Advisor, arrived at 10:35 and was introduced to attendees by Director Frater.

- 7.3 Trust Area Services**
  - 7.3.1 Director of Trust Area Services Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

- 7.3.2 Trust Programs Committee Work Program Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.3 Trust Fund Board Report**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.4 TFB Regional Conservation Plan Session Outline**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.5 Species at Risk Session Outline**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.6 2016-2017 Annual Report - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.7 Policy Statement Amendment Project Scope- RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.8 Policy 5.7.i Bylaw Checklists - RFD**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.9 Legislative Monitoring - Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.10 Well Water Workshops Project –Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.11 2017 Community Stewardship Awards - Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.
- 7.3.12 Trust Fund Board Working Landscape Study – Briefing**  
**By General Consent**, this item was referred to the June 2017 Trust Council meeting as presented.

The meeting recessed at 10:47 a.m. and resumed at 10:53 a.m.

**8 EXECUTIVE COMMITTEE PROJECTS**  
**8.1 Trust Council Initiated**

- 8.1.1 EC sections of Annual Report – RFD  
EC-2017-075**  
**It was MOVED and SECONDED,**  
THAT the Executive Committee approve (as amended) the attached text for inclusion in the 2016-2017 Draft Annual Report for approval by the Trust Council and submission to the Minister of Community, Sport and Cultural Development and authorizes the Chair of the Review of Victoria Office Location Select Committee to approve that Committee’s section.

**CARRIED**

**8.2 Executive Committee Initiated**

**9 NEW BUSINESS**

**9.1 Trust Area Services**

**9.1.1 LTC Chairs Report on Local Advocacy Topics**

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

**9.1.2 Introduction letters to MLAs, and Ministers – RFD**

**EC-2017-076**

**It was MOVED and SECONDED,**

THAT the Executive Committee direct the Chair to write to the Premier and new ministers, parliamentary secretaries and opposition critics responsible for portfolios relevant to the Islands Trust mandate to provide background information on the Islands Trust.

**CARRIED**

**EC-2017-077**

**It was MOVED and SECONDED,**

THAT the Executive Committee direct the Chair to write to Members of the Legislative Assembly for the Islands Trust Area to request meetings and to provide background information on the Islands Trust.

**CARRIED**

**9.1.3 Herring Roe Fishery Chair Letter - RFD**

**By General Consent,** this item was deferred to the June 20, 2017 Executive Committee meeting as presented.

**9.2 Local Planning Services**

**9.2.1 Sponsorship Application for NP-RZ-2017.1 (PIPRC)**

**EC-2017-078**

**It was MOVED and SECONDED,**

THAT the Executive Committee financially sponsor 50% of the application for rezoning NP-RZ-2017.1 (Pender Island Parks and Recreation Commission) which would amend North Pender Island Land Use Bylaw no. 103, 1996 to add ‘picnic shelters’ as an allowable use in the Community Park 1 (CP1) and Community Park 2 (CP2) Zones.

**CARRIED**

**9.3 Administrative Services**

**9.4 Executive/Trust Council**

**9.4.1 Bowen Island meeting agenda - June 12**

Received for Information

**9.5 Incorporation in the *Islands Trust Act***

**EC-2017-079**

**It was MOVED and SECONDED,**

THAT the Executive Committee request staff to provide trustee Grams with the history of the inclusion of incorporation within the *Islands Trust Act*.

**CARRIED**

It was agreed that Section 12 and 13 be considered ahead of Section 10 and 11.

**12 CORRESPONDENCE (for information unless raised for action)**

**12.1 Brendan Cowan of San Juan County re Invitation to Dispersant Workshop**

Received for Information

**12.2 Michael Sketch re trustee conflict of interest**

**EC-2017-080**

**It was MOVED and SECONDED,**

THAT the Executive Committee request staff to forward this letter to the Pender Island LTC for their consideration.

**CARRIED**

**12.3 Richard Linzey of FLNRO re Japanese Canadian Historic Places Project Results**

**EC-2017-081**

**It was MOVED and SECONDED,**

THAT the Executive Committee request staff to forward this letter to the relevant LTCs for their consideration.

**CARRIED**

**12.4 Andrew Deggan and Alix Hodson re Gabriola Bylaw no 289 and Bylaw no 290**

**EC-2017-082**

**It was MOVED and SECONDED,**

THAT the Executive Committee request the chair to respond via email to Andrew Deggan and Alix Hodson thanking them for their correspondence and advising them of the Executive Committee's decision regarding Gabriola bylaws no 289 and 290.

**CARRIED**

**12.5 Denis Coupland re next Saanich Roundtable meeting - October 12, 2017**

Received for Information

**12.6 Michael Lowry re Oil Spill Response Exercise in the Gulf Islands**

**EC-2017-083**

**It was MOVED and SECONDED,**

THAT the Executive Committee request staff to request a follow up report with respect to the oil spill response exercise on the gulf islands.

**CARRIED**



**12.7 2018 Salish Sea Ecosystem Conf - Call for Submissions  
EC-2017-084**

**It was MOVED and SECONDED,**

THAT the Executive Committee request staff to investigate options for the Islands Trust to participate in the 2018 Salish Sea Ecosystem Conference.

**CARRIED**

**13 WORK PROGRAM**

**13.1 Review and amendment of current work program**

Received for information

The meeting recessed at 11:59 a.m. and resumed at 12:34 p.m.

**10 CLOSED MEETING**

**EC-2017-085**

**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**

**11 RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)**

**14 NEXT MEETING – June 20<sup>th</sup> on Lasqueti Island**

**15 ADJOURNMENT**

The meeting adjourned at 1:26 p.m.

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Peter Luckham, Chair

Certified Correct

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Emma Restall, Recorder