



Executive Committee Minutes of Regular Meeting

Date: August 30, 2017

Location: Islands Trust Salt Spring Boardroom
#1-500 Lower Ganges Road

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

Regrets: Laura Busheikin, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services (teleconference)
Clare Frater, Director, Trust Area Services
Emma Restall, Executive Coordinator (Recorder)

1. **CALL TO ORDER**
The meeting was called to order at 9:32 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**
 - 8.1.5 **Lasqueti Local Trust Committee – RWM Request EC to advocate regarding Tucker Bay Rd maintenance**
 - 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 **August 16, 2017 Executive Committee Meeting**
By General Consent, the Minutes of the August 16, 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.

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

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 September Trust Council Draft Schedule

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.2 September Trust Council Regular Agenda

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.3 Chief Administrative Officer's Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.4 Trust Council Follow Up Action List

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.5 Continuous Learning Plan

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.6 Draft December 2017 Trust Council Schedule

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.7 Priorities Chart

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.8 Strategic Plan Quarterly Updates

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.9 Salt Spring Island Incorporation Preparedness and Communications Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.10 Community Presentation Request

6.1.10.1 The Association for Denman Island Marine Stewards
Received for information.

6.1.11 Delegation Requests

- 6.1.11.1 Edina Johnson of Denman Island Residents Association Marine Guardians re Marine Environment Damage**
- 6.1.11.2 Zdenek Brich of Anchorages Concern Thetis (ACT) re freighter anchorages around Thetis**
- 6.1.11.3 Harlene Holm of DCLTA re affordable housing initiatives**
- 6.1.11.4 Sheila Malcolmson re abandoned vessels legislation**
- 6.1.11.5 Graham Brazier of GIA re marine stewardship and planning**

By General Consent, the Executive Committee approved all delegation requests.

Denman Island Residents Association Marine Guardians, Anchorages Concern Thetis, DCLTA, Sheila Malcolmson, GIA were each allotted 8 minutes.

6.1.12 Islands Trust Act Amendment Process - Briefing

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.13 BC Ferries Session Outline

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2 Local Planning Services

6.2.1 Director of Local Planning Services Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.2 Local Planning Committee Work Program Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.3 Riparian Area Implementation Update

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.4 Local Trust Committee Project Management and Budgeting - Briefing

By General Consent, this item was referred to the September 2017 Trust Council meeting as two separate briefings.

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

6.3 Trust Area Services

6.3.1 Director of Trust Area Services Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

- 6.3.2 Trust Programs Committee Work Program Report**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.3.3 Trust Fund Board Report**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.3.4 Audited Financial Statements for the Islands Trust Fund or 2016-17 –**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.3.5 Water Conservation and Advocacy Project Update – Briefing**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.3.6 Advocacy Session Outline**
By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.4 Administrative Services

- 6.4.1 Administrative Services Report**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.4.2 Financial Planning Committee Work Program Report**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.4.3 June 30, 2017 Quarterly Financial Report - RFD**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.4.4 Statement of Financial Information (SOFI) Report**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.
- 6.4.5 2018/19 Budget**
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

7 EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

- 7.2 Executive Committee Initiated**
- 7.2.1 Executive Committee Projects List - RFD
EC-2017-112**
It was **MOVED and SECONDED**,
That the Executive Committee Projects List includes Strategic Plan items 2.4.1; 2.6.2; 2.6.3; 7.2.2; 9.1.5; and 9.4.1.
CARRIED
- 7.2.2 Committee Review – RFD
EC-2017-113**
It was **MOVED and SECONDED**,
That the Executive Committee request Trust Council consider a review of current Council Committees in terms of mandate, organization, resourcing and function.
CARRIED
- By General Consent**, this item was referred to the September 2017 Trust Council meeting as amended.

The meeting recessed at 11:55 a.m. and resumed at 12:20 p.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 UBCM Resolutions**
Received for information
- 8.1.3 Supporting regional application for abandoned boats funding - RFD
EC-2017-114**
It was **MOVED and SECONDED**,
That the Executive Committee request staff to develop an inventory of abandoned boats, barges and docks for the Islands Trust Area.
CARRIED
- 8.1.4 Potential Impacts Associated With Geoduck Clam Aquaculture**
Received as draft and returned to staff for requested edits prior to returning for Executive Committee review.
- 8.1.5 Lasqueti Local Trust Committee – RWM Request EC to advocate regarding Tucker Bay Rd. maintenance
EC-2017-115**
It was **MOVED and SECONDED**,
That the Executive Committee request staff work with Vice Chair Morrison to provide speaking notes with regards to the Lasqueti Island motion regarding Tucker Bay Rd.
CARRIED

- 8.2 Local Planning Services**
 - 8.2.1 Trustee Scholefield - Committee Structure**
Received for information
 - 8.2.2 Housing Agreement Administration – Briefing**
Received for information
- 8.3 Administrative Services**
- 8.4 Executive/Trust Council**

It was agreed that Section 11 and 12 be considered ahead of Section 9 and 10.

11 CORRESPONDENCE (for information unless raised for action)

11.1 Harbour Authority of Salt Spring Island re Dock Sewage Pumpout Support
Received for Information and requested that staff coordinate with the Salt Spring Island Local Trust Committee to respond.

11.2 Sheila Malcolmson re abandoned vessels legislation EC-2017-116
It was MOVED and SECONDED,
That this item be referred to the September 2017 Trust Council meeting as presented.

CARRIED

11.3 Kate Biddel and Ken Rempel re toxic hydrocarbon contamination of North Pender's well water
Received for Information and referred to the North Pender Local Trust Committee.

12 WORK PROGRAM

12.1 Review and amendment of current work program
Received for information

9 CLOSED MEETING

EC-2017-117
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

10 RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

13 NEXT MEETING – September 12th on Denman Island

14 ADJOURNMENT

The meeting adjourned at 1:27 p.m.

Peter Luckham, Chair

Certified Correct

Emma Restall, Recorder