



Executive Committee

Minutes of Regular Meeting

Date: February 7, 2018

Location: Victoria Boardroom

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

Regrets:

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Jas Chonk (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:46 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

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 January 17, 2018 Executive Committee Meeting

By General Consent, the Executive Committee minutes of January 17, 2018, 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 **Gabriola LTC Bylaw No. 292 (OCP Amendment)**

EC-2018-010

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 292, cited as "Gabriola Official Community Plan (Gabriola) Bylaw No. 166, 1997, Amendment No. 1, 2017", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6. **TRUST COUNCIL MEETING PREPARATION**

6.1 **March Trust Council Schedule: Salt Spring Session**

Executive Committee members reviewed the draft March 2018 Trust Council meeting schedule and made some amendments. Staff will provide the revised schedule to the next meeting.

EC-2018-011

It was MOVED and SECONDED,

that the Executive Committee request staff to put together a summary of the special Trust Programs Committee working group's progress looking at service integration.

CARRIED

7. **EXECUTIVE COMMITTEE PROJECTS**

7.1 **Trust Council Initiated**

No discussion.

7.2 **Executive Committee Initiated**

7.2.1 **FLNRO Staff Meeting - Verbal**

Staff provided an update on the meeting with FLNRO staff.

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 **AVICC UBCM Resolution 2018 – RFD**

EC-2018-012

It was MOVED and SECONDED,

that the Executive Committee direct staff to finalize and forward a resolution with backgrounder for consideration at the 2018 Association of Vancouver Island and Coastal Communities and Union of BC Municipalities conventions requesting DFO to conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture and to consider increased monitoring and enforcement.

CARRIED

8.1.3 **Invitation to appear before Standing Committee re abandoned vessels**

Received for information.

**8.1.4 Chair letter re draft Pacific Herring Integrated Fisheries Management Plan –RFD
EC-2018-013**

It was MOVED and SECONDED,

that the Executive Committee direct staff to prepare a Chair’s letter regarding the Draft Consolidated 2017/2018 Pacific Herring Integrated Fisheries Management Plan outlining ecosystems values of herring and general concerns about the herring fishery in the Islands Trust area as well as a request for a more transparent and inclusive consultation process in future.

CARRIED

8.1.5 Meeting with Minister Garneau in Victoria, February 8

Staff noted that this meeting has been cancelled as the Minister will no longer be traveling to BC.

8.2 Local Planning Services

8.2.1 Rural Status for Islands in CRD – Briefing

EC-2018-014

It was MOVED and SECONDED,

that the Executive Committee request staff to bring the briefing back in three months to Executive Committee on rural status for islands in Capital Regional District.

CARRIED

8.2.2 First Nations Fee Bylaw Amendments – RFD

EC-2018-015

It was MOVED and SECONDED,

that the Executive Committee request staff to draft amendments to Policy 5.6.1 [Application Processing Services] to add the missing “Model Fee Schedule”.

CARRIED

EC-2018-016

It was MOVED and SECONDED,

that the Executive Committee request staff to draft amendments to Policy 5.6.1 [Application Processing Services] to add First Nations Engagement as a service covered by the relevant application fee and add Additional First Nations Engagement as an Extraordinary Processing Service.

CARRIED

EC-2018-017

It was MOVED and SECONDED,

that the Executive Committee request staff to draft amendments to the “Model Fee Schedule” to increase the fee for an Official Community Plan amendment or a Land Use Bylaw amendment by \$450 to cover First Nations Site Visit with an option to allow the local trust committee to refund \$450 if a First Nation site visit is not required or undertaken.

CARRIED

8.2.3 Policy for History, Heritage and Conservation Grants – RFD

EC-2018-018

It was MOVED and SECONDED,

that the Executive Committee approve draft Policy 2.1.14 [History, Heritage and Conservation Grants in-aid] and request staff to prepare a Request for Decision for Trust Council.

CARRIED

EC-2018-019

It was MOVED and SECONDED,

that the Executive Committee recommend to Financial Planning Committee that the 2018/19 Fiscal Year budget be amended to include a \$5,000 History, Heritage and Conservation Grants in-aid Fund.

CARRIED

8.2.4 Approval Processes for Water Supply Systems on Salt Spring – Briefing

EC-2018-020

It was MOVED and SECONDED,

that staff forward the report on approval processes for water supply systems on Salt Spring Island to local trust committees and Bowen Island Municipality.

CARRIED

8.3 Administrative Services

8.3.1 Auditor Appointment – RFD

EC-2018-021

It was MOVED and SECONDED,

that KPMG be appointed auditor for the Islands Trust and the Islands Trust Fund 2017/18 Financial Statements.

CARRIED

The meeting recessed at 11:45 a.m. and resumed at 12:15 p.m.

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 David Rapport re SSIWPA

Received for information.

11.2 2018 Saanich Inlet Roundtable Schedule

Received for information.

11.3 Julie Northey re Air pollution and lung disease

Received for information.

11.4 Stakeholder Meeting Invitation – Revitalization of the ALR and ALC

Staff to bring updates to February 28, 2018 Executive Committee meeting.

11.5 Island Health re Air quality related concerns due to domestic wood burning

Received for information.

11.6 Minister of Transport re Bill C-64 and Abandoned Boats Program
Received for information.

12. WORK PROGRAM

12.1 Review and amendment of current work program
Received for information.

9. CLOSED MEETING

9.1 Motion to Close the Meeting
EC-2018-022

It was MOVED and SECONDED,

that the meeting be closed in accordance with the Community Charter Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that staff attend the meeting.

CARRIED

The Executive Committee closed the meeting to the public at 12:36 p.m. and reconvened in open meeting at 1:15 p.m.

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

The Executive Committee reported on the January 23, 2018 meeting with Honourable Selena Robinson, Minister of Municipal Affairs and Housing. The key topics discussed at the meeting included:

1. Salt Spring incorporation outcomes and regional service integration;
2. Legislative change;
3. Trust Fund Board name change request; and
4. Affordable housing.

13 NEXT MEETING – February 28th in Victoria

Staff to bring Executive Committee 2018 meeting schedule to April 11, 2018 meeting with potential locations to hold meetings in Northern and Salt Spring offices and also to add Ballenas Winchelsea Local Trust Committee meetings to the schedule.

14 ADJOURNMENT

By General Consent, the meeting adjourned at 1:20 p.m.

Peter Luckham, Chair

Certified Correct

Jas Chonk, Recorder