



Executive Committee Minutes of Regular Meeting

Date: February 28, 2018

Location: Victoria Boardroom

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

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Julia Mobb, Director of Administrative Services
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Carmen Thiel, Legislative Services Manager & Corporate Secretary
Jas Chonk, Legislative Services Clerk
Lori Foster, Planning Team Assistant (Recorder)

1. CALL TO ORDER

The meeting was called to order at 8:47 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

For consideration to add new correspondence:

11.13 Chief Thomas re: anchorages

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 February 7, 2018

By General Consent, the Minutes of the February 7, 2018 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.

EC-2018-023

It was MOVED and SECONDED,

that the Executive Committee request staff provide a report on the Connected Coast broadband project initiated by the Strathcona Regional District and Citywest.

CARRIED

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 Denman Island LTC Bylaw No. 227 (Meeting Procedure Amendment)

EC-2018-024

It was MOVED and SECONDED,

that the Executive Committee approve Denman Island Local Trust Committee Bylaw No. 227, cited as "Denman Island Local Trust Committee Meeting Procedure Bylaw No. 163, 2004, Amendment No. 2, 2017", under Section 27 of the *Islands Trust Act*.

CARRIED

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 March Trust Council Schedule

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.2 March Trust Council Regular Agenda

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.3 Follow Up Action List

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.4 Chief Administrative Officer's Report

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.5 Executive Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.6 Continuous Learning Plan

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.7 Legislative Amendments Open Space Analysis – RFD

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.8 Strategic Plan Update

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.9 Draft June 2018 Trust Council Schedule

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.10 Priorities Chart

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.11 Revisions to Trust Council Policies 2.3.1 and 2.4.2 to Reflect Change in Trustees' Term of Office

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.12 Amendments to Islands Trust Election Procedures Bylaw No. 124 to Update Legislative References

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.13 Community Presentation - Salt Spring Island Conservancy

By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.14 Community Presentation - Salt Spring Island Affordable Housing

By General Consent, this item was forwarded to the March Trust Council as amended.

6.1.15 Delegation Requests

By General Consent the Executive Committee requests staff advise delegates that 10 minutes will be allotted for presentation.

6.1.15.1 Transition Salt Spring Community Action Group re Climate Change
By General Consent, this item was forwarded to the March Trust Council as presented.

6.1.15.2 Michael Sketch re Local Planning Services advice to Islands Trust Decision Makers and the Agricultural Land Commission
By General Consent, this item was forwarded to the March Trust Council as presented.

6.2 Trust Area Services

6.2.1 Director of Trust Area Services Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.2 Trust Programs Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.3 Trust Fund Board Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.2.4 Regional Conservation Plan (2018-2027) – RFD

Discussion to remove review of Official Community Plans (OCP's) and to the extent to which OCP's address directive policies related to ecosystem protection.

EC-2018-025

It was MOVED and SECONDED,

that the Executive Committee request staff bring back a revised Request for Decision regarding the Regional Conservation Plan for approval by Resolution without Meeting as discussed.

CARRIED

The meeting recessed at 10:26 a.m. and resumed at 10:53 a.m.

6.3 Local Planning Services

6.3.1 Director of Local Planning Services Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.2 Local Planning Committee Work Program Report

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.3 Adapting to Climate Change Session Outline

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.4 Bylaw Enforcement – Briefing

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.5 Bylaw Enforcement Notice Dispute Adjudication Services – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.3.6 Amendment to Application Fee Bylaws for First Nation Engagement – RFD

By General Consent, this item was forwarded to the March Trust Council as amended.

6.3.7 History, Heritage and Conservation Grants in-aid – RFD

EC-2018-026

It was MOVED and SECONDED,

that the Executive Committee request staff remove item 3.4 from the draft policy History, Heritage and Conservation Grants In-Aid policy.

CARRIED

By General Consent, this item was forwarded to the March Trust Council as amended.

- 6.4 Administrative Services**
 - 6.4.1 Director of Administrative Services Report**
By General Consent, this item was forwarded to the March Trust Council as amended.
 - 6.4.2 Financial Planning Committee Work Program Report**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.4.3 Quarterly Financial Report – RFD**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.4.4 Financial Forecast – Briefing**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.4.5 Financial Plan Bylaw No. 172 – RFD**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.4.6 Revenue Anticipation Bylaw No. 173 – RFD**
By General Consent, this item was forwarded to the March Trust Council as presented.
- 6.5 2018/19 Budget Session**
 - 6.5.1 Budget Session Outline**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.5.2 Budget Overview**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.5.3 Changes to the Budget since December Trust Council – Briefing**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.5.4 Budget Assumptions and Principles**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.5.5 Budget Detail**
By General Consent, this item was forwarded to the March Trust Council as presented.
 - 6.5.6 Project Requests**
By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.6.1 Summary of all Project Requests

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.6.2 Salt Spring LTC Special Property Tax Requisition – RFD

By General Consent, this item was forwarded to the March Trust Council as presented.

6.5.7 Public Consultation

By General Consent, this item was forwarded to the March Trust Council as presented.

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

No discussion.

7.2 Executive Committee Initiated

No discussion.

8. NEW BUSINESS

The next meeting of the Executive Committee will be March 13, 2018.

8.1 Trust Area Services

**8.1.1 LTC Chairs Report on Local Advocacy Topics
EC-2018-027**

It was MOVED and SECONDED,

that the Executive Committee request staff review the agenda policy for the local trust committees and bring a report back to the Executive Committee.

CARRIED

**8.1.2 Minister’s Advisory Committee on Revitalizing the ALR and ALC
EC-2018-028**

It was MOVED and SECONDED,

that the Executive Committee request Chair Luckham write to the Minister’s Advisory Committee on Revitalizing the Agricultural Land Reserve and the Agricultural Land Commission; this letter could include the themes raised in Vice-Chair Gram’s draft submission and Trust Fund Board Chair Tony Law’s submission.

CARRIED

**8.1.3 Chair letter re upcoming consultation on effective spill management
EC-2018-029**

It was MOVED and SECONDED,

that the Executive Committee request Chair Luckham write to the Minister of Environment and provide comments to the upcoming consultation on effective spill management.

CARRIED

8.2 Local Planning Services

8.2.1 Application for EC Sponsorship – NP-RZ-2016.4 Pender Island Community Services Society (PICSS)

EC-2018-030

It was MOVED and SECONDED,

that the Executive Committee financially sponsor the application for rezoning NP-RZ-2016.4 (PICSS) which would amend the North Pender Land Use Bylaw No. 103, 1996 and the North Pender Official Community Plan Bylaw No. 171, 2007 to allow for the development of a new location of the Pender Island Nu to Yu store (\$5500).

CARRIED

8.2.2 Rezoning application fee sponsorship request from Dragonfly Commons Society on Salt Spring Island

EC-2018-031

It was MOVED and SECONDED,

that the Executive Committee financially sponsor the Dragonfly Commons Society application fee to re-designate and rezone a property located at 221 Drake Road to facilitate the development of a 30 unit affordable housing project (\$5500).

CARRIED

8.3 Administrative Services

None

8.4 Executive/Trust Council

8.4.1 2018 AVICC Convention Registration

EC-2018-032

It was MOVED and SECONDED,

that Trust Council be represented by Chair Luckham and Vice-Chair Busheikin at the Association of Vancouver Island and Coastal Communities 2018 convention.

CARRIED

9. CLOSED MEETING

EC-2018-033

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(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 11:34 a.m. and reconvened in open meeting at 11:48 a.m.

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

No report.

11. CORRESPONDENCE (for information unless raised for action)

11.1 Minister of Fisheries and Oceans re Geoduck Mgmt Framework

Received for information.

11.2 Minister of Transportation and Infrastructure re UBCM mtg

Received for information.

11.3 MP Pamela Goldsmith-Jones re Integrated Geoduck Mgmt

Received for information.

11.4 Edina Johnston re Concern about LTC authorizing violation of the Fisheries Act

By General Consent, the Executive Committee directs staff to forward to this letter to the Denman Island Local Trust Committee and notify the writer.

11.5 Transport Canada re Interim Anchorages Protocol

Received for information.

11.6 Transport Canada re Invitation to Oceans Protection Plan South Coast Dialogue Forum EC-2018-034

It was MOVED and SECONDED,

that the Executive Committee endorse the attendance of Chair Luckham and Trust Area Services Director Frater at the Oceans Protection Plan Forum.

CARRIED

11.7 David Ellis re Herring

Received for information.

11.8 The David Suzuki Foundation re April 10 Howe Sound Marine Conservation Science Workshop

By General Consent, the Executive Committee directs staff to forward this letter to the Gambier Island Local Trust Committee.

EC-2018-035

It was MOVED and SECONDED,

that the Executive Committee authorize attendance by a member of the Gambier Island Local Trust Committee to the April 10, 2018 Howe Sound Marine Conservation Science Workshop.

CARRIED

11.9 Hornby Island Conservancy re March 10 HerringFest

Received for information.

11.10 Stewart Brands re Islands Trust Tagline

By General Consent, staff were directed to thank the writer for his letter.

Received for information.

11.11 David Rapport re 2018-19 Budget

Received for information.

11.12 MP Pamela Goldsmith-Jones re New Abandoned Boats Program Deadline March 15

Received for information.

11.13 Chief Thomas re Anchorages

Received for information.

12. **WORK PROGRAM**
 - 12.1 **Review and amendment of current work program**
Received for information.
13. **NEXT MEETING - March 13, 2018 on Salt Spring Island**
14. **ADJOURNMENT**
By General Consent, the meeting was adjourned at 12:05 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder