



ADOPTED

Executive Committee Minutes of Regular Meeting

Date: June 6, 2018

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

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

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Lori Foster, Executive Coordinator/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

7.2.11 add Salt Spring, Bowen Island and SGI Rural Status report

9.4.2 Trustee Grams re Take a Stand Trans Mountain pipeline

12.8 UBCM Compass

12.9 Chair Luckham Salish Sea Conference Report

2.2 Approval of Agenda

By General Consent the agenda, as amended, was approved.

2.2.1 Agenda Context Notes

Provided for information.

By General Consent item 4. was addressed next pending the arrival of item 3. the Delegation and continued with business items until the Delegation arrived.

4. ADOPTION OF MINUTES

4.1 Executive Committee draft minutes dated May 18, 2018

Amend Chair Luckham's meeting opening to read – "Chair Luckham called the meeting to order at 8:48 a.m. and acknowledged the meeting was being held on Coast Salish First Nations territory."

By General Consent, the Executive Committee minutes of May 18, 2018, as amended, were adopted.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List

Staff provided updates on outstanding items in the Follow Up Action List.

5.2 Director/CAO Updates

Directors provided updates on their follow up action list items and current activities.

5.3 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Lasqueti Island Bylaw No. 96 (Advisory Planning Commission)

Vice-Chair Busheikin reviewed the report and background regarding the administrative bylaw amendment.

EC-2018-092

It was MOVED and SECONDED,

that the Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 96, cited as "Lasqueti Island Local Trust Committee Advisory Planning Commission Bylaw, 2018", under Section 27 of the *Islands Trust Act*.

CARRIED

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 Draft June 2018 Trust Council Schedule

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

7.1.2 June Trust Council Regular Agenda

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

7.1.3 Follow Up Action List

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

7.1.4 Chief Administrative Officer's Report

Amend spelling of "issues" to issued, page 1, paragraph 5.

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

7.1.5 Executive Committee Work Program Report

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

7.1.6 Continuous Learning Plan

Add: Lessons Learned session in September.

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

7.1.7 Strategic Plan Quarterly Report

Amend report to include that Thetis Island has not completed Riparian Areas Regulation implementation, still a work in progress.

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

7.1.8 Strategic Plan 2014-2018 Report and Session

Amend Background section change from “report” to briefing, item 6 capitalize First Nations.

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

7.1.9 Council Committees Review – RFD

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

There was a break at 10:00 a.m.; the meeting reconvened at 10:10 a.m. for item 3. Delegations.

3. DELEGATIONS

3.1 Gabriola Village Vision re amend LOA with MoTI

Representatives Steven Earle, Dyan Dunsmoor-Farley and Jim Ramsay representing Village Vision on Gabriola Island presented a Power Point requesting that Islands Trust amend their 1992 Letter of Agreement (LOA) with the Ministry of Transportation and Infrastructure (MoTI) to formulate infrastructure improvements that would provide more options for pedestrians and cyclists in their community enhancing safety for everyone.

At 10:40 a.m., **By General Consent** it was agreed to address item 9.2.2 next.

9.2.2 Ministry of Transportation and Infrastructure / Islands Trust Letters of Agreement (1992, 1996) Regarding Road Standards

Director of Local Planning Services (DLPS) Marlor reviewed the briefing.

Discussion regarding an approach to this issue included:

- Speaking with ministry staff,
- Curb and gutter work is a matter for regional districts,
- This is a federation wide issue,
- Possibly referring the issue to Trust Council,
- Bringing back a staff report with more analysis.

It was discussed bringing this item to September Trust Council as part of the Strategic Plan.

EC-2018-093

It was MOVED and SECONDED,

that the Executive Committee request staff forward this correspondence to Trust Programs Committee for consideration of the work on these services.

CARRIED

Chair Luckham recessed the meeting for lunch at 12:05 p.m.

Chair Luckham reconvened the meeting at 12:35.p.m. and continued with agenda items as presented.

7.1.10 Islands Trust Act Amendment Session

CAO Hotsenpiller introduced the clicker tool as a mechanism to prioritize the amendment list during the Trust Council session.

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

7.1.11 Chair's Report - Ocean Protection Plan Forum, March 20-21 2018

Add a hyperlink to the Oceans Protection Plan draft summary report.

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

7.1.12 Priorities Chart

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

7.1.13 Proposed September 2018 Trust Council Schedule

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

7.1.14 Community Presentation - J. Campbell Farm and Abattoir

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

7.1.15 Delegation Requests

Discussion ensued regarding the "allotted time of 10 minutes" and how to maintain focus on Trust-wide issues rather LTC issues.

7.1.15.1 M. Sketch re untapped potential in the Islands Trust / ALC Relationship

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

7.1.15.2 J. Campbell re importance of maintaining a high standard for BC meats

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

7.1.15.3 Salish Sea Renewable Energy Cooperative (SSREC)

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

7.2 Trust Area Services

7.2.1 Director of Trust Area Services Report

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

7.2.2 Trust Programs Committee Work Program Report

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

7.2.3 Trust Fund Board Report

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

7.2.4 2017-18 Annual Report – RFD

Typographical and grammatical errors were flagged for correction, RAR reporting by islands needed correcting and it was suggested that a sleeve containing a DVD of the report be included when forwarding to the minister.

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

7.2.5 Summary on Service Integration Review – Briefing

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

7.2.6 Legislative Monitoring - Briefing
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.2.7 Climate Change Mitigation and Adaptation – RFD
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.2.8 NAPTEP Certificate Completion Extension - GB-NAP-2016.1 – RFD
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.2.9 Temporary Freighter Anchorages in SGI - Trustee McConchie – RFD
Discussion regarding moving this item to the Top Priorities list ensued.

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

7.2.10 Plastics and Micro plastics in the Salish Sea - Trustees Law, Critchley and Rogers – RFD
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.2.11 Salt Spring, Bowen Island and SGI Rural Status - Trustee Grove and Fast - RFD
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.2.12 Research re Trust secretariat role to coordinating bodies Trustee Stamford – RFD
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.3 Local Planning Services

7.3.1 Director of Local Planning Services Report
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.3.2 Local Planning Committee Work Program Report
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.3.3 Housing Needs Assessments for the Northern and Southern Regions of Islands Trust – RFD

By **General Consent**, this item was forwarded to the June Trust Council as presented and staff were requested to prepare a print copy for the Minister.

7.3.4 Telecommunications: Model Strategy for Antenna Systems - Final Report
By **General Consent**, this item was forwarded to the June Trust Council as presented.

7.3.5 Amendment to Application Fee Bylaws for First Nation Engagement
As the report had not substantially changed, discussion ensued on whether to forward the report to June Trust Council.

EC-2018-094

It was MOVED and SECONDED,

that the Executive Committee request staff bring back the Application Fee Bylaws for First Nations Engagement to the July Executive Committee meeting and not forward to June Trust Council.

CARRIED

7.4 Administrative Services

7.4.1 Director of Administrative Services Report

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

7.4.2 Financial Planning Committee Work Program Report

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

7.4.3 March 31, 2018 Audited Financial Statements – RFD

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

7.4.4 Specific Reserve Fund for LTC Projects

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

8. EXECUTIVE COMMITTEE PROJECTS

By General Consent the Executive Committee requested staff to determine which projects or priorities, if any, should be addressed under items 8.1 and 8.2.

8.1 Trust Council Initiated

None

8.2 Executive Committee Initiated

None

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.

Vice-Chair Busheikin spoke on the recent Baynes Sound Forum and potential meetings with Member of the Legislative Assembly (MLA), Scott Fraser.

Chair Luckham requested the Interim Anchorages reports be circulated to trustees and spoke of potential upcoming minister meetings at the September UBCM.

9.1.2 Follow-up on UBCM 2017 resolution re prevention foam pollution in marine environment - see context note

EC-2018-095

It was MOVED and SECONDED,

that the Executive Committee request staff come back with further advice and options on advocacy for the prevention of foam pollution and polystyrene in the marine environment.

CARRIED

9.2 Local Planning Services

9.2.1 Rural Status for Islands in CRD – Briefing

Received for information.

9.3 Administrative Services

None

9.4 Executive/Trust Council

9.4.1 Draft Trust Fund Board – Executive Committee July 17 Liaison Agenda

For information.

9.4.2 Trustee Grams re Take a Stand Trans Mountain pipeline

Discussion on preparing a request for decision and bringing this item to Trust Council followed.

10. CLOSED MEETING

EC-2018-096

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 closed to the public at 1:17 p.m.

The meeting reopened to the public at 1:31 p.m.

11. RISE AND REPORT DECISIONS FROM CLOSED MEETING

No report.

12. CORRESPONDENCE (for information unless raised for action)

12.1 S. Brands email re bylaw adoption before covenant in place

Received for information.

12.2 Ombudsperson Quarterly Report January - March 2018

Received for information.

12.3 Vice-Chair Grams notes from CANUSPAC Workshop May 15 & 16

By General Consent the Executive Committee request staff forward Vice-Chair Grams notes to Trust Council.

12.4 Living Oceans/K.Wristen re sea level rise workshops

EC-2018-097

It was MOVED and SECONDED,

that the Executive Committee endorse a partnership with Living Oceans on the Rising Tides Initiative.

CARRIED

12.5 Minister Robinson re TFB name change

Received for information.

12.6 FLNRO re open burns restricted in Coastal Fire Centre

Received for information.

12.7 Baynes Sound Forum re Thank you D. Woodward
By General Consent this item was forwarded to Trust Programs Committee.

12.8 UBCM Compass
For information.

12.9 Chair's Salish Sea Report
By General Consent this item was forwarded to June Trust Council as presented.

13. WORK PROGRAM

13.1 Review and amendment of current work program

CAO Hotsenpiller reviewed the Top Priorities list. Discussion followed on:

- How to measure progress,
- Work projects versus Top Priorities,
- Implementation of the Strategic Plan,
- Freeing up space to consider the anchorages issue,
- Putting the Policy Statement on Top Priorities.

EC-2018-098

It was MOVED and SECONDED,

that Executive Committee project Policy Statement Review be moved to the top priorities list.

CARRIED

14. NEXT MEETING - June 19, 2018 on Saturna Island

15. ADJOURNMENT

By General Consent, the meeting was adjourned at 2:05 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Recorder