



## Executive Committee Minutes of Regular Meeting

<b>Date:</b>	December 16, 2020
<b>Location:</b>	Electronic meeting, Public venue Islands Trust 200-1627 Fort Street Victoria, BC V8R 1H8
<b>Members Present:</b>	Peter Luckham, Chair, Thetis Island Dan Rogers, Vice Chair, Gambier/Keats Island Laura Patrick, Vice Chair, Salt Spring Island Sue Ellen Fast, Vice Chair, Bowen Island Municipality
<b>Staff Present:</b>	Russ Hotsenpiller, Chief Administrative Officer (Victoria Office) David Marlor, Director, Local Planning Services Clare Frater, Director, Trust Area Services Julia Mobbs, Director of Administrative Services Lori Foster, Executive Coordinator/Recorder (Victoria Office) Lisa Wilcox, Senior Intergovernmental Policy Advisor Dilani Hippola, Senior Policy Advisor Gillian Nichol, Programs Coordinator
<b>Trust Programs Committee (TPC) Members Present (at 10:00 a.m.)</b>	Deb Morrison, TPC Chair, North Pender Scott Colbourne, TPC Vice Chair, Gabriola Kees Langereis, Gabriola Trustee
<b>Members of the Public:</b>	(1) via telephone attendance

### 1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:03 a.m. stating gratitude to live and work on Coast Salish traditional and treaty territory.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

For consideration to add the following:

8.2.2 Coastal Douglas-fir initiatives - Discussion

#### 2.2 Approval of Agenda

By general consent, the agenda was adopted as amended.

### 3. ADOPTION OF MINUTES

#### 3.1 November 18 draft minutes

**By general consent**, the minutes were adopted as presented.

### **3.2 November 30 draft minutes**

**By general consent**, the minutes were adopted as presented.

## **4. FOLLOW UP ACTION LIST AND UPDATES**

### **4.1 Follow Up Action List (FUAL)/Director/CAO Updates**

Chief Administrative Officer (CAO) Hotsenpiller reviewed items from the FUAL and gave a verbal update on recently attended meetings.

Discussion on CAO FUAL item #1 was heard.

**By general consent**, Executive Committee requested that CAO FUAL item #1, “Discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area” be put on hold pending Trust Programs Committee review.

CAO Hotsenpiller spoke to the recent development of large projects outside of the Strategic Plan.

#### **EC-2020-164**

##### **It was Moved and Seconded,**

That the Executive Committee request the Chief Administrative Officer to provide a report on updates to the Strategic Plan for the remainder of the term.

**CARRIED**

Senior staff reviewed their FUAL reports and gave verbal updates on the status of current projects.

### **4.2 Local Trust Committee Chair Updates**

Vice Chair Rogers gave a verbal update on Gabriola Island Local Trust Committee business including a recently held community information meeting concerning affordable housing and, correspondence from BC Ferries regarding its rezoning application.

At 10:00 a.m., Chair Luckham paused item 4.2 so that Executive Committee could address item 7.1.2.2 next. Trust Programs Committee members were scheduled, at 10:00 a.m., to join the meeting for this item.

Trust Programs Committee members present: Deb Morrison, Scott Colbourne and Kees Langereis.

#### 7.1.2.2 Phase II of Islands 2050 Public Engagement & Policy Directions Report – Briefing

Senior Policy Advisor Hippola presented the report which addresses the next phase of public engagement regarding the Policy Statement Project.

Chair of Trust Programs Committee (TPC) Morrison spoke to the project's history and process going forward with Phase II.

Discussion was heard on the draft Policy Directions engagement starting on page 63 of the agenda package.

Feedback on the draft Policy Directions engagement document included:

- Featuring previous engagement, the "What we Heard Report" and past work,
- Balancing presentation of equitable housing, climate change and forestry,
- How prescriptive or general should the directive policies of the Islands Trust be to guide climate change and equitable housing work of the local trust committee and Bowen" and give four choices instead of a middle ground,
- Consideration of adding "open questions" to the survey,
- Positive feedback on graphics, however use plain language as much as possible.

Staff will integrate feedback and move forward with the engagement process.

The meeting recessed for a break at 11:10 a.m. and reconvened 11:20 a.m.

#### **4.2 Local Trust Committee Chair Updates**

Vice Chair Fast reported on the recent Bowen Municipal Council meeting where she and Trustee Kaile updated Bowen Council on December Trust Council business items.

Vice Chair Patrick listened-in as an attendee to the Gabriola Island Local Trust Committee (LTC) community information meeting regarding housing.

Chair Luckham reported on highlights from yesterday's Salt Spring Island (SSI) LTC meeting.

#### **4.3 Islands Trust Conservancy Liaison Update**

##### **4.3.1 Islands Trust Conservancy Report**

Vice Chair of the Islands Trust Conservancy, Vice Chair Fast, spoke to the attached report.

### **5. BYLAWS FOR APPROVAL CONSIDERATION - None**

## 6. TRUST COUNCIL MEETINGS

### 6.1 Executive

#### 6.1.1 Roundtable

Executive Committee and staff provided verbal feedback on the December Trust Council meeting.

Comments were made regarding:

- Trustee conduct and attendance,
- Feedback on the evening session, introduction of delegations,
- Consent agenda and discussion items i.e. Director and Committee reports,
- New business that overrode standing business,
- Notice of motion for new business by Roberts Rules,
- The polling feature, return to hand raising for voting,
- Return to webinar format for electronic meetings which allows phone-in attendees,
- Feedback on electronic issues i.e. multiple cameras and muting in the Victoria boardroom,
- Advertising in newspapers cost versus results,
- Cultural safety.

#### 6.1.2 December Trust Council Business Decision Highlights

To amend the December Trust Council Highlights document, as follows:

- Governance and Management Review change from “...a comprehensive performance review...” to “...an external review...”
- Accelerating Staffing Shifts change to read: “Accelerating Planner Staffing Shifts”
- Federal Aquaculture Act, change to read: “Trust Council will prepare a submission to the consultation regarding development of Canada’s first-ever Aquaculture Act.

**By general consent**, the December Trust Council business decision highlights were adopted as amended for website posting and subscriber distribution.

#### 6.1.3 Trust Council Follow-up Action List (FUAL)

CAO Hotsenpiller presented the Trust Council Follow-up Action List, updated from December Trust Council.

Discussion on FUAL item #1 (That Trust Council consider approaching the Province to request additional funding for the annual budget....) and its status followed including comments regarding Strategic Plan items and new business.

The meeting recessed for lunch at 12:30 p.m. and reconvened at 1:00 p.m.

### 6.2 Local Planning Services – None

6.3 Administrative Services - None

6.4 Trust Area Services - None

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Executive

7.1.1.1 Selection of Executive Committee Representative for the Governance and Operations Review Steering Committee and Review of Project Implementation – RFD

CAO Hotsenpiller spoke to the request for decision (RFD).

**EC-2020-165**

**It was Moved and Seconded,**

THAT Executive Committee appoint Chair Luckham to represent Executive Committee on the Governance and Operations Review Steering Committee.

**CARRIED**

**EC-2020-166**

**It was Moved and Seconded,**

That Executive Committee encourage and support staff to continue work on Strategic Planning, the Policy Statement Project, the Reconciliation Action Plan, and the Local Planning Services Renewal, amongst other work.

**CARRIED**

7.1.1.2 Key Messages re: Governance/Operations/Management Review – Briefing

Director of Trust Area Services (DTAS Frater) spoke to the briefing.

The following comments were made:

- Forwarding the document to the steering committee,
- Speaking points should include the hiring of a consultant and the projected cost,
- Trustees Morrison and Wright added to the names of the steering committee,
- DTAS Frater and Chair Luckham will work together if modifications to the messages are needed.

7.1.1.3 Galiano LTC re: motion to issue press release on travel to islands

Executive Committee discussed the Galiano Local Trust Committee (LTC) motion as presented and noted that Salt Spring LTC passed a similar motion.

**EC-2020-167**

**It was Moved and Seconded,**

Staff be requested to prepare a message from the Executive Committee urging islanders and visitors to abide by the guidance of the Provincial Health Authority when considering travel to or from the islands.

**CARRIED**

7.1.2 Trust Area Services

7.1.2.1 Climate Change Stewardship Education Program – RFD

Director of Trust Area Services (DTAS) spoke to the request for decision as presented.

**EC-2020-168**

**It was Moved and Seconded,**

That Executive Committee endorse the Climate Change Stewardship Education Program – Phase 2 webinar series project charter, dated December 16, 2020.

**CARRIED**

7.1.2.2 Phase II of Islands 2050 Public Engagement & Policy Directions Report – Briefing

This item was addressed after item 4.2.

7.1.3 Local Planning Services – None

7.1.4 Administrative Services – None

**7.2 Executive Committee Initiated**

7.2.1 Executive

7.2.1.1 Proposed Amendments to Trust Council Procedure Bylaw No. 101 – Briefing

Legislative Services Manager (LSM) Thiel spoke to the briefing and moving forward with preparing a request for decision in February.

Comments in general included:

- That the amendments would allow Trust Council the flexibility of holding meetings fully electronically,
- Removing the requirement that Trust Council agree unanimously when voting on holding an electronic meeting.

#### 7.2.1.2 Trust Council Policy Review Analysis – Briefing

Legislative Services Manager (LSM) Thiel introduced the briefing and spoke to the priority list and follow-up as presented in the report.

A brief discussion followed including policy around the Policy Statement Review.

The meeting recessed for a break at 2:35 p.m. and reconvened at 2:40 p.m.

7.2.2 Trust Area Services – None

7.2.3 Local Planning Services – None

7.2.4 Administrative Services - None

### **8. NEW BUSINESS**

**8.1 Executive/Trust Council** - None

**8.2 Trust Area Services**

8.2.1 LTC Chairs Report on Local Advocacy Topics

Local Trust Committee Chairs commented on the following advocacy topics:

- Gabriola Island is included in the Nanaimo Regional District's Poverty Reduction Program which received a grant from the Province,
- The Deadboats Society has received funding to remove derelict vessels and needs to know where the boats are.

8.2.2 Coastal Douglas-fir initiatives - Discussion

Discussion followed on developing cohesive communications regarding the various forest initiatives the Islands Trust is pursuing including the Coastal Douglas-fir initiative, Private Managed Forest Lands, Crown Lands and forestry ecology protection work by the Islands Trust Conservancy.

**8.3 Local Planning Services** – None

**8.4 Administrative Services** – None

### **9. CORRESPONDENCE**

**9.1 Trustee Johnston re: Sept TC meeting feedback dated Sept 29, 2020**

Received for information.

**9.2 G. Kruzynski re: disturbance by unmuffled boat exhaust noise emails dated Nov 21-23, 2020**

By general consent, send thank you response to writer.

**9.3 Re: Thank you for GL-RZ-2019.1 sponsorship of application letter dated December 3, 2020**

Received for information.

**9.4 D. Owens re: Enhance Islands Trust's Jurisdiction over Tree Cutting email dated December 5, 2020**

Received for information.

**9.5 L. Pratt email dated Dec 7, 2020 re: Concerns regarding low sulfur marine fuel oils**

Received for information.

**10. WORK PROGRAM**

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

Received for information.

**11. NEXT MEETING**

The next Executive Committee business meeting is scheduled to be held electronically, January 13, 2021 at 9:00 a.m.

**12. CLOSED MEETING**

At 3:05 p.m., the meeting was closed to the public.

**EC-2020-169**

**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 receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

**CARRIED**

At 3:29 p.m. the meeting was reopened to the public.

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

Chair Luckham reported that the BC Ombudsmen Quarterly report was received and will be added to the January 13, 2021 open meeting agenda and, the minutes of the November 18<sup>th</sup> in-camera meeting were adopted.



**14. ADJOURNMENT**

**By general consent**, the meeting was adjourned at 3:30 pm.

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**Peter Luckham, Chair**

**Certified Correct**

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**Lori Foster, Executive Coordinator/Recorder**