



Executive Committee Minutes of Regular Meeting

Date: August 4, 2021

Location: Electronic meeting

Members Present: Peter Luckham, Chair, Thetis Island Trustee
Dan Rogers, Vice Chair, Gambier/Keats Island Trustee
Laura Patrick, Vice Chair, Salt Spring Island Trustee
Sue Ellen Fast, Vice Chair, Bowen Island Municipal Trustee

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO)
David Marlor, Director, Local Planning Services (DLPS)
Clare Frater, Director, Trust Area Services (DTAS)
Julia Mobbs, Director, Administrative Services (DAS)
Warren Dingman, Bylaw Compliance and Enforcement Manager (BCEM)
Mark Van Bakel, Senior Technical Analyst (STA)
Robert Barlow, Legislative Services Clerk/Recorder

Members of the public: Four members of the public were in attendance

1. CALL TO ORDER

At 9:05 a.m., Chair Luckham called the meeting to order and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

For consideration to add the following items:

- 9.1.1 - the Alt'ka7tsem/Howe Sound Biosphere announcement and coordination of communication as well as adding them as a delegation to the September Trust Council meeting
- 9.3.1 – electronic meeting attendance

2.2 Approval of Agenda

By general consent the agenda was approved as amended.

2.2.1 Agenda Context Notes

Presented for information.

3. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING

3.1 June 23, 2021 Closed Meeting Minutes

Chair Luckham reported from the July 21, 2021, Executive Committee (EC) closed meeting that the minutes of the June 23rd EC closed meeting were adopted as presented.

4. ADOPTION OF MINUTES

4.1 July 21, 2021 draft minutes

By general consent the minutes were adopted as presented.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

Staff reviewed follow-up action list (FUAL) items giving verbal updates and status reports on work in progress.

5.2 Local Trust Committee Chair Updates

Local Trust Committee Chairs gave verbal updates on recently attended and upcoming meetings and the status of some current applications.

5.3 Islands Trust Conservancy Liaison Update

5.3.1 Islands Trust Conservancy Board Highlights from July 13, 2021 meeting

Islands Trust Conservancy, Vice Chair Fast, noted the new format of the highlights document which includes links to relevant website pages.

The meeting recessed at 10:08 a.m. and resumed at 10:19 a.m.

6. BYLAWS FOR APPROVAL CONSIDERATION – None

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 September Trust Council DRAFT meeting schedule

Discussion on the draft schedule ensued including:

- The value of break-out sessions
- The timing of potential Trustee amendments to the Policy Statement
- Potential discussion in regards to forestry issues; CAO Hotsenpiller will provide options to include such a discussion at the next EC meeting

- DTAS Frater will contact MLA Olsen’s office to enquire as to the status of a possible private member’s Bill in regards to forestry
- The value and timing of the Town Hall section of the agenda

- 7.2 Local Planning Services - None**
- 7.3 Administrative Services - None**
- 7.4 Trust Area Services - None**

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive

8.1.1.1 Local Trust Committee hybrid meetings/electronics hardware

STA Van Bakel verbally presented information in regards to currently available technology solutions for potential livestreaming and/or recording of public meetings.

8.1.2 Trust Area Services

8.1.2.1 Policy Statement Engagement

CAO Hotsenpiller provided a verbal update.

8.1.3 Local Planning Services - None

8.1.4 Administrative Services - None

8.2 Executive Committee Initiated

8.2.1 Executive

8.2.1.1 Communications Programming for Salt Spring Island Local Trust Committee - Discussion

CAO Hotsenpiller indicated that given the number of public facing projects for Salt Spring Island Local Trust Area (LTA) and for the Islands Trust Area in general, a focused approach is required to meet the communications needs for the Salt Spring Island LTA. DTAS Frater stated that the new community communications position will be able to provide assistance with these communication needs.

Committee recessed at 11:57 a.m. and reconvened at 12:30 p.m.

8.2.2 Trust Area Services – None

8.2.3 Local Planning Services

8.2.3.1 Amendments to Trust Council Policy 5.5.1 Bylaw Compliance and Enforcement – Request For Decision (RFD)

BCEM Dingman spoke to the request for decision (RFD).

EC-2021-113

It was Moved and Seconded,

that Executive Committee endorse the proposed amendments to Trust Council Policy 5.5.1 and request staff draft a Request for Decision for the September 2021 Trust Council meeting.

CARRIED

8.2.3.2 Bylaw Enforcement Notice Debt Collection – RFD

BCEM Dingman spoke to the RFD.

EC-2021-114

It was Moved and Seconded,

that Executive Committee direct staff to draft amendments to the Trust Council Bylaw Compliance and Enforcement Policy (5.5.1) to include the following:

- a) Debts incurred as the result of default on bylaw notices may be cancelled if the Director of Local Planning Services and the Bylaw Compliance and Enforcement Manager concur that contraventions on the subject property no longer exist, and it is not in the interest of Islands Trust to pursue the debt.

CARRIED

8.2.4 Administrative Services - None

9. **NEW BUSINESS**

9.1 **Executive/Trust Council**

9.1.1 Alt'ka7tsem/Howe Sound Biosphere announcement and coordination of communication

Vice Chair Rogers indicated that it is expected that an announcement of final endorsement by the International Coordinating Council of the Man and the Biosphere Programme of the United Nations Educational, Scientific and Cultural Organization (UNESCO) to designate the Alt'ka7tsem/Howe Sound as a biosphere reserve will take place on September 14, 2021. The Howe Sound Biosphere Region Initiative organization would like to coordinate communication efforts with Islands Trust and would likely request to be a delegation at the September Trust Council meeting.

EC-2021-115

It was Moved and Seconded,

that Executive Committee request Trust Area Services staff to work closely with the Howe Sound Biosphere Region Initiative organization regarding a joint communications plan and strategy for the Biosphere.

CARRIED

EC-2021-116

It was Moved and Seconded,

that the expenses for the Chair to attend the celebration of the Alt'ka7tsem/Howe Sound Biosphere Reserve announcement be covered by the Executive Committee.

CARRIED

9.2 Trust Area Services

9.2.1 Local Trust Committee (LTC) Chairs Report on Local Advocacy Topics

Vice Chair Patrick noted that the article in the August 3rd Capital Daily: "Salt Spring Island's duelling crises" was a thorough and engaging discussion of water and housing on Salt Spring Island.

Vice Chair Rogers reported that the Gabriola LTC had initiated a report in regards to poverty reduction in the Nanaimo area which engaged a number of local governments and the Snuneymuxw First Nation. An update has been recently provided that describes the interaction between local government action and housing. That report can be found in the agenda package of the most recent Gabriola Island LTC meeting.

9.3 Local Planning Services

9.3.1 Electronic Meeting Attendance

A question was posed whether the average number of livestream viewers of a LTC meeting could be reported on in the minutes of that meeting or as a separate report.

9.4 Administrative Services - None

10. CORRESPONDENCE

10.1 Trustee Johnston re: Policy Statement and Reconciliation email dated July 22, 2021

EC-2021-117

It was Moved and Seconded,

that the Chair work with staff to prepare a response to Trustee Johnston's correspondence of July 22, 2021.

CARRIED

10.2 Port of Vancouver operations update email dated July 26, 2021

Received for information.

10.3 Trustee Wright re: my take on the Policy Statement review letter received July 27, 2021

Received for information.

It was noted that when individual trustees send out messages to all trustees in regards to issues, the rules requiring open meetings preclude the possibility of the rest of the trustees to respond to that initial message. This topic may be discussed at the next Trust Council meeting in September.

10.4 D. Perch re: Who Runs the Trust letter dated July 27, 2021

Received for information.

10.5 Langley City re: Improvement to Pre-Hospital Care System letter dated July 29, 2021

Received for information.

10.6 Lasqueti Island Conservation Opportunity email dated July 29, 2021

Received for information.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Received for information.

12. NEXT MEETING

The next Executive Committee meeting is a Special Meeting scheduled for Thursday, September 2, 2021, starting at 9:00 a.m.

13. CLOSED MEETING

EC-2021-118

It was Moved and Seconded,

that the meeting be closed to the public subject to Sections 90(1)(g) and (i) of the Community Charter in order to consider matters related to litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

At 1:25 p.m., the meeting was closed to the public and was reopened to the public at 1:54 p.m.

14. ADJOURNMENT

By general consent the meeting was adjourned at 1:55 p.m.

Peter Luckham, Chair

Certified Correct

Robert Barlow, Legislative Services Clerk/Recorder