

# ADOPTED

## MINUTES OF THE EXECUTIVE COMMITTEE ACTING AS A LOCAL TRUST COMMITTEE MEETING HELD ON TUESDAY, OCTOBER 27, 2009 AT 11:30 AM AT THE ISLANDS TRUST OFFICE, VICTORIA, B.C.

**PRESENT:**

Sheila Malcolmson	Chair
Louise Bell	LTC Member
Peter Luckham	LTC Member
Gary Steeves	LTC Member
Linda Adams	Chief Administrative Officer
David Marlor	Regional Planning Manager
Marie Smith	Recorder

There were no (0) members of the public present.

### 1. **CALL TO ORDER**

Chair Malcolmson called the meeting to order at 11:40 a.m.

### 2. **APPROVAL OF AGENDA**

#### 2.1 **Approval of Agenda**

By general consent, the agenda as presented was approved.

### 3. **PREVIOUS MINUTES**

#### 3.1 **Minutes of July 28, 2009**

Resolution EX-LTC 05-09

*It was Moved and Seconded that the Executive Committee Acting as a Local Trust Committee Minutes of July 28, 2009 Meeting as presented be Adopted.*

**CARRIED**

### 4. **RESOLUTIONS WITHOUT MEETING REPORT**

There were no Resolutions without Meeting since the last meeting:

### 5. **FOLLOWUP ACTION LIST**

Provided as information.

### 6. **WORK PROGRAM**

#### 6.1 **Top Priorities**

Staff noted that an OCP review for the Executive Islands would include climate change but does not need to be done by the May 2010 deadline.

## 6.2 Projects

### 6.2.1 OCP/LUB Development Staff Report

David Marlor presented a report outlining a detailed review of the planning status of the Executive Islands. In general there is no Official Community Plan and no zoning regulations in place for these islands.

#### Resolution EX-LTC 06-09

*It was Moved and Seconded that the Executive Committee Acting as a Local Trust Committee::*

1. *supports the funding request for \$4,000 for the 2010/11 fiscal year;*
2. *instructs Staff to begin work on the Executive Islands Official Community Plan and Land Use Bylaw in April 2010, subject to approval of funding by Trust Council:*
  - a. *by sending a letter outlining the process, timeline and contacts to landowners, adjacent jurisdictions, First Nations with interest in the area, Islands Trust Fund, Ministry of Transportation and Infrastructure, Ministry of Environment, Nanaimo Regional District, Transport Canada, Fisheries and Oceans Canada, the Department of National Defense, ILMB, Ag and Lands, Area A RDN director and other covenant and shellfish tenure holders; and*
  - b. *by developing a staff report with recommended Official Community Plan policies and Land Use Bylaw regulations for consideration of the Executive Committee in May 2010;*
3. *establishes a meeting in May 2010 to consider the draft official community plan and land use bylaw amendments and provide further direction to Staff;*
4. *establishes a meeting in October 2010 to consider 1st reading for the draft bylaws and sending them to Public Hearing; and*
5. *instructs Staff to amend and update the administrative bylaw to reflect current legislation and the new official community plan and land use bylaw.*

**CARRIED**

#### Resolution EX-LTC 07-09

*It was Moved and Seconded that the Executive Committee Acting as a Local Trust Committee request staff that when letters are sent out regarding the OCP with the Executive Islands that the letters to landowners also include information about the NAPTEP program.*

**CARRIED**

#### Resolution EX-LTC 08-09

*It was Moved and Seconded that the Executive Committee Acting as a Local Trust Committee request staff to coordinate board of variance bylaw development with the Northern Office staff.*

**CARRIED**

## 6.3 Excerpt From the 2008 – 2011 Trust Council Strategic Plan

Provided as information.

## 7. **NEW BUSINESS**

### 7.1 **Proposed 2010 Meeting Schedule**

7.2

- 10:00 a.m. May 11, 2010, Islands Trust Victoria Office
- 10:00 a.m. October 19, 2010, Islands Trust Victoria Office

By general consent the meeting schedule for 2010 as presented was adopted.

## 8. **ADJOURNMENT**

The meeting adjourned at 12:15 p.m.

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**RECORDER**

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**CHAIR**