



**Trust Council Select Committee
Review of Victoria Office Location**

Notice of Meeting and Proposed Agenda

Date/Time: Tuesday, May 31, 2016 1:30 p.m.

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

Select Committee Members: Bruce McConchie - Chair, Dan Rogers-Vice Chair, Paul Brent, Peter Grove, Susan Morrison, Alison Morse, Clare Frater, Robert Kojima

Staff Support:

Cindy Shelest, Director of Administrative Services
Sharon Lloyd-deRosario, Recorder and Committee Secretary

* Indicates attachment

MEETING AGENDA

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **In-Camera Meeting (Agenda Distributed Under Separate Cover)**
 - 3.1 **Motion to Close Meeting**

THAT the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s. 90 (1) (a) & (c) for the purpose of considering:

 - *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Islands Trust;*
 - *matters related to labour relations or other employee relations*

AND that the recorder, staff members of the committee and CAO attend the meeting.
 - 3.2 **Recall to Order**
 - 3.3 **Rise and Report**
4. **ADOPTION OF MINUTES/COORDINATION**
 - 4.1 **Minutes of January 19, 2016 Meeting (for Adoption)**
 - 4.2 **Resolutions Without Meeting (for information)**
 - 4.2.1 Resolution Dated February 4, 2016 - SCR VOL-RWM-2016-001
 - 4.3 **Follow-up Action List**

5. WORK PROGRAM ITEMS

5.1 Review of Briefing Document "Public Service Agency - HR Advice Regarding Relocation" - Verbal Update

Re: the 12 month notice - Cindy Shelest to confirm what the clause means

5.2 Review Any Other Resource Materials

6. DISCUSSION ITEMS

6.1 Review and Revise Process Re Brainstorming Sessions

6.2 Identify and Prioritize Major Considerations

6.3 Trust Fund Board Input as Per the Terms of Reference 6.4

6.3.1 TFB Input Document Dated May 12, 2016

6.4 Potential Proposals for Trust Council Consideration

7. ON-GOING ITEMS

None

8. NEW BUSINESS

8.1 2015-2016 Annual Report - Review of Victoria Office Location (RVOL) Select Committee Input

9. NEXT MEETING

9.1 The next meeting of the Review of Victoria Office Location Select Committee is tentatively scheduled for Wednesday, August 24, 2016, at the Victoria Islands Trust office

To be discussed

10. ADJOURNMENT