



ADOPTED

Select Committee
Review of Victoria Office Location

Minutes of Regular Meeting

Date: May 31, 2016
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present

- ___ Bruce McConchie, Chair
- ___ Dan Rogers, Vice Chair
- ___ Paul Brent
- ___ Peter Grove
- ___ Susan Morrison
- ___ Alison Morse – attended via conference call

- ___ Robert Kojima, Regional Planning Manager
- ___ Clare Frater, Policy Analyst

Staff Present

- ___ Cindy Shelest, Director, Administrative Services
- ___ Russ Hotsenpiller, CAO
- ___ Mandy Giesbrecht, Executive Coordinator

1. CALL TO ORDER

The meeting was called to order at 1:31 pm

2. APPROVAL OF AGENDA

By general consent the Committee approved the agenda as submitted.

3. In-Camera Meeting (Agenda Distributed Under Separate Cover)

3.1 Motion to Close Meeting

SCRVOL-2016-002

It was MOVED and SECONDED,

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.

CARRIED

See separate In-Camera minutes of same date.

3.2 Recall to Order

SCRVOL-2016-003

It was MOVED and SECONDED,
That the meeting be reopened to the public.

CARRIED

The meeting was recalled to order at 1:50 pm.

3.3 Rise and Report

There was nothing to report.

4. ADOPTION OF MINUTES/COORDINATION

4.1 Minutes of January 19, 2016 Meeting (for Adoption)

Chair McConchie asked if there were any amendments to the minutes; there were none.

SCRVOL-2016-004

It was MOVED and SECONDED,
That the Select Committee meeting minutes of January 19, 2016, be adopted.

CARRIED

4.2 Resolutions Without Meeting (for information)

4.2.1 Resolution Dated February 4, 2016 - SCRVOL-RWM-2016-001

This item was presented for information

4.3 Follow-up Action List

This item was presented for information

5. WORK PROGRAM ITEMS

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

Director Shelest confirmed that a working notice can be given as one option; or staff can leave with a severance payout as per the BCGEU agreement.

5.2 Review Any Other Resource Materials

none

6. DISCUSSION ITEMS

6.1 Review and Revise Process Re Brainstorming Sessions

Chair McConchie gave a brief overview of the happenings from the brainstorming sessions.

6.2 Identify and Prioritize Major Considerations

Chair McConchie opened the floor to the members for discussion; Committee members discussed major considerations related to moving the Victoria office including cost, service levels to constituents, the possibility of moving only a portion of the Victoria staff – particularly:

- just moving the Southern Planning Team to a Sidney office,
- staff recruitment implications,
- staff understanding of island and applicant contexts,
- the timing implications of the possible Salt Spring Island incorporation vote, and
- expiries of Victoria office lease contracts.

The committee also discussed different locations including Sidney and Nanaimo, and whether increasing planner hours on islands and/or providing planning through a different delivery model could address the concerns underlying the motivation for an office move study.

Chair McConchie stated that the committee has made some valuable ground work in this meeting; he called for a five (5) minute break at 2:30 pm.

The meeting reconvened at 2:35 pm.

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

6.3.1 TFB Input Document Dated May 12, 2016

Upon review of the TFB document- it was concluded that the TFB members would prefer to stay in Victoria.

6.4 Potential Proposals for Trust Council Consideration

The question was put forward: Are we confident that we should not move from Victoria at this time? Consensus response was “Yes”.

SCRVOL-2016-005

It was MOVED that the Select Committee recommend to Trust Council that there be no change in the Greater Victoria area office for at least 5 years regarding senior administrative staff, Trust Fund Board and related entities.

Discussion ensued with regard to providing a RFD to Trust Council in September. It was suggested to report on deliberations to date, leading to conclusion at this time.

SCRVOL-2016-006

It was MOVED and SECONDED that resolution SCRVOL 2016-005 be tabled.

CARRIED

By general consensus the committee recommended that Chair McConchie create a RFD to Trust Council for September.

After further discussion regarding “what are the issues” it was suggested that Robert Kojima report back with different scenarios of how we deliver service – the issues and cost benefits, for the next meeting.

Chair McConchie asked that this direction to create a RFD be placed on the FUAL. He added that if this is the only item for the next meeting they may have a go-to-meeting or do a RWM.

7. ON-GOING ITEMS

none

8. NEW BUSINESS

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

Chair McConchie asked if the members were happy with the wording that he had placed in the annual report; it was suggested to remove the last sentence and delete the words “with Islands Trust” under the 2015-2016 Highlights, at the end of the second paragraph.

9. NEXT MEETING

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

To be discussed

10. ADJOURNMENT

By general consent the meeting was adjourned at 3:26 pm..

Bruce McConchie, Chair

Certified Correct:

Sharon Lloyd-deRosario, Recorder