



Chief Administrative Officer Performance Evaluation Committee Special Meeting Agenda

Date: Friday, August 21, 2026
Time: 1:00 pm
Location: Electronic Zoom Meeting

Pages

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
 - 2.1 **Review of Agenda**

Late items, new items, and re-ordering of the agenda
 - 2.2 **Approval of Agenda**
3. **PUBLIC COMMENT PERIOD**
4. **DELEGATIONS - None**
5. **MINUTES OF PREVIOUS MEETING**
 - 5.1 **CAO Performance Evaluation Committee Draft Minutes of August 12, 2026** 2 - 4
6. **RESOLUTION WITHOUT MEETING**
 - 6.1 **RESOLUTION WITHOUT MEETING NO. CAOPEC-RWM-2026-02** 5 - 5

For information
7. **FOLLOW UP ACTION LIST - None**
8. **BUSINESS - None**
9. **NEW BUSINESS**
10. **CLOSED MEETING**

THAT the Chief Administrative Officer Performance Evaluation Committee close the meeting to the public in accordance with the Community Charter, Part 4, Division 3, s.90,(1)(a) 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 or another position appointed by the Islands Trust; and that the recorder and staff attend the meeting.
11. **RISE AND REPORT**

If desired
12. **NEXT MEETING**

To be determined
13. **ADJOURNMENT**



Chief Administrative Officer Performance Evaluation Committee Minutes of a Regular Meeting

Date: August 12, 2026
Location: Electronic Zoom Meeting

Members Present: Judith Gedye, Chair, Governance Committee
Laura Patrick, Chair, Islands Trust Council and Executive Committee
David Maude, Vice-Chair, Executive Committee
Kristina Evans, Chair, Trust Programs Committee
Mairead Boland, Chair, Regional Planning Committee
Sue Ellen Fast, Chair, Financial Planning Committee
Timothy Peterson, Vice-Chair, Executive Committee
Tobi Elliott, Vice-Chair, Executive Committee

Staff Present: David Marlor, Director, Legislative and Information Services
Derek Cockburn, Acting Director, Financial and Employee Services
Corlynn Strachan, Executive Administrative Assistant

Guests and Members of the Public Present: No members of the public were present.

1. CALL TO ORDER

Chair Gedye called the meeting to order at 1:00 p.m. and provided a territorial acknowledgement.

2. AGENDA

2.1 Review of Agenda

There were no changes.

2.2 Approval of Agenda

By general consent, the Committee approved the agenda as presented.

3. PUBLIC COMMENTS PERIOD

There were no public attendees.

4. DRAFT MINUTES OF PREVIOUS MEETING

4.1 CAO Performance Evaluation Committee Draft Minutes of May 5, 2026

By general consent, the Committee approved the minutes as presented.

5. RESOLUTION WITHOUT MEETING

5.1 RESOLUTION WITHOUT MEETING NO. CAOPEC-RWM-2026-01

It was noted that David Maude's vote was missing from the Resolution Without Meeting (RWM) document.

By general consent, it was agreed that staff would correct the document.

6. FOLLOW UP ACTION LIST

Received for information

7. CLOSED MEETING

CAOPEC-2026-002

It was MOVED and SECONDED,

that the Chief Administrative Officer Performance Evaluation Committee close the meeting to the public in accordance with the Community Charter, Part 4, Division 3, s.90, (1)(a) 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 or another position appointed by the Islands Trust; and that the recorder and staff attend the meeting.

CARRIED

8. RISE AND REPORT

None

9. BUSINESS

9.1 Future Plans

This item was not discussed.

9.2 CAO Succession Plan

This item was not discussed.

10. NEW BUSINESS

None

11. NEXT MEETING

Committee members requested staff to schedule a special meeting.

12. ADJOURNMENT

The meeting was adjourned at 2:58 p.m.

Judith Geyde, Chair

Certified Correct

Corlynn Strachan, Executive Administrative Assistant and Recorder

Trust Programs Committee

CHIEF ADMINISTRATIVE OFFICER PERFORMANCE EVALUATION COMMITTEE (CAOPEC)
RESOLUTION WITHOUT MEETING

RESOLUTION WITHOUT MEETING NO. CAOPEC-RWM-2026-02

The following matter is considered urgent and necessary in order to establish a special meeting date for the Chief Administrative Officer (CAO) Performance Evaluation Committee to review the CAO Performance Evaluation Report with the CAO.

It was MOVED by Trustee Gedye and SECONDED by Trustee Elliott,

That the Chief Administrative Officer Performance Evaluation Committee request staff to schedule an electronic Special Meeting on Friday, August 21, 2026, from 1:00 p.m. to 3:00 p.m.

Members were notified of the call for a mover and a seconder on August 13, 2026

Members were notified of the call for the vote on August 13, 2026

MEMBERS CONTACTED

Judith Gedye
Laura Patrick
David Maude
Kristina Evans
Mairead Boland
Sue Ellen Fast
Timothy Peterson
Tobi Elliot

DATE VOTE RECEIVED

August 14, 2026
August 13, 2026
August 13, 2026
August 13, 2026
August 13, 2026
August 13, 2026
August 13, 2026
August 13, 2026

VOTE

In Favour
In Favour
In Favour
In Favour
In Favour
In Favour
In Favour
In Favour

MEMBERS VOTE NOT

AVAILABLE

Not applicable

FINAL VOTE COUNT

8 IN FAVOUR

0 OPPOSED

THE CHAIR OF THE CHIEF ADMINISTRATIVE OFFICER PERFORMANCE EVALUATION COMMITTEE DECLARED THE ABOVE RESOLUTION CARRIED PURSUANT TO SECTION 13 OF THE *ISLANDS TRUST ACT* ON AUGUST 17, 2026.

CHAIR'S SIGNATURE

Judith Gedye, CAOPEC Chair

RECORDER'S SIGNATURE

Corlynn Strachan,
Executive Administrative Assistant