ADOPTED

Chief Administrative Officer Performance Evaluation Policy Committee
Minutes of a Regular Meeting

Date:	**April 7, 2025**
Location:	**Electronic Meeting**
Members Present:	Laura Patrick, CAOPEPC Chair; and Chair, Islands Trust Tobi Elliott, Vice-chair, Executive Committee David Maude, Vice-chair, Executive Committee Tim Peterson, Vice-chair, Executive Committee Kristina Evans, Chair, Trust Programs Committee Sue Ellen Fast, Chair, Financial Planning Committee Judith Gedye, Chair, Governance Committee
Staff Present:	Rueben Bronee, Chief Administrative Officer David Marlor, Director, Legislative Services Robert Barlow, Legislative Services Clerk/Recorder
Others Present:	Nick Lay, Senior Consultant, Leaders International

1. CALL TO ORDER

Chair Patrick called the meeting to order at 9:00 a.m. and acknowledged that members were working broadly across Coast Salish territory.

2. AGENDA

By general consent the agenda was adopted as presented.

3. MINUTES OF PREVIOUS MEETINGS

3.1 Chief Administrative Officer Performance Evaluation Policy Committee Minutes of February 18, 2025

By general consent the Chief Administrative Officer Performance Evaluation Policy Committee Minutes of February 18, 2025, were adopted as presented.

4. FUAL

None.

5. BUSINESS

5.1 Draft Trust Council Policy – CAO Performance Evaluation - Discussion

Director Marlor introduced the topic. Committee discussion included:

- a commitment has been made to present the draft policy to Trust Council in June
- the BC Public Service Agency has a process for Executive compensation that appears to not coincide with the Islands Trust budget process
- an annual evaluation starts in January immediately after an election might be problematic

CAOPEPC-2025-007
It was MOVED and SECONDED,
that Chief Administrative Officer Performance Evaluation Policy Committee request staff to add a bullet point under 1.2.3 to the draft policy regarding a start date to initiate and schedule an evaluation process.

CARRIED

CAOPEPC-2025-008
It was MOVED and SECONDED,
that Chief Administrative Officer Performance Evaluation Policy Committee request staff to return a revised package of policy amendments and a draft Trust Council Request For Decision to the next Chief Administrative Officer Performance Evaluation Policy Committee meeting.

CARRIED

The Committee clarified that Nick Lay would not be needed for future meetings and thanked him for his contributions. Nick Lay left the meeting at 9:47 a.m.

6. NEW BUSINESS

None.

7. CLOSED MEETING

None.

8. RISE AND REPORT

None.

9. NEXT MEETING

This agenda item was not addressed.

9. ADJOURNMENT

By general consent the meeting adjourned at 9:48 a.m.

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Laura Patrick, Chair

Certified Correct:

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Robert Barlow, Legislative Services Clerk/Recorder