



# Executive Committee

## Minutes of Regular Meeting

**Date:** March 14, 2017

**Location:** The Haven  
240 Davis Rd., Gabriola Island, BC

**Members Present:** Peter Luckham, Chair  
Susan Morrison, Vice Chair  
George Grams, Vice Chair  
Laura Busheikin, Vice Chair

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director, Local Planning Services  
Cindy Shelest, Director, Administrative Services  
Clare Frater, Director, Trust Area Services  
Emma Restall, Executive Coordinator (Recorder)

**1. CALL TO ORDER**

The meeting was called to order at 12:00 p.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.

**2. APPROVAL OF AGENDA**

**2.1 Introduction of New Items**  
None

**2.2 Approval of Agenda**  
**By General Consent**, the agenda was approved as presented.

**3. ADOPTION OF MINUTES**

**3.1 March 1, 2017 Executive Committee Meeting**  
**By General Consent**, the Minutes of the March 1, 2017 Executive Committee Meeting were adopted as presented.

**4. FOLLOW UP ACTION LIST AND UPDATES**

**4.1 Follow Up Action List**  
Staff provided updates on outstanding items in the Follow Up Action List.

**4.2 Director/CAO Updates**  
Directors provided updates on their follow up action list items and current activities.

**4.3 Local Trust Committee Chair Updates**  
Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

**5. BYLAWS FOR APPROVAL CONSIDERATION**

None

**6. TRUST COUNCIL MEETING PREPARATION**

**6.1 Executive**

- 6.2 Local Planning Services
- 6.3 Administrative Services
- 6.4 Trust Area Services
- 6.5 Budget Session

7. EXECUTIVE COMMITTEE PROJECTS

- 7.1 Trust Council Initiated
- 7.2 Executive Committee Initiated

8. NEW BUSINESS

- 8.1 Trust Area Services
- 8.2 Local Planning Services
- 8.3 Administrative Services
- 8.4 Executive/Trust Council

It was agreed that items 11 and 12 be considered before items 9 and 10.

11. CORRESPONDENCE

12. WORK PROGRAM

9. CLOSED MEETING

EC-2017-047

It was **MOVED** and **SECONDED**,

that the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the *Community Charter* in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

**CARRIED**

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING

No items to report.

13. NEXT MEETING: April 5, 2017, at 11:00 am in Nanoose Bay

14. ADJOURNMENT

EC-2017-048

It was **MOVED** and **SECONDED**,

To adjourn the meeting.

**CARRIED**

The meeting adjourned at 12:09 p.m.

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Peter Luckham, Chair

Certified Correct

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Emma Restall, Recorder