



Trust Council Select Committee

Governance and Management Review

Agenda

Date: Monday, May 10, 2021
Time: 1:00 pm
Location: Electronic meeting, Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

Pages

1. LAND ACKNOWLEDGEMENT / CALL TO ORDER

2. APPROVAL OF AGENDA

3. ADDOPTION OF MINUTES/COORDINATION

3.1. April 19, 2021 draft minutes (attached) 3 - 5

3.2. Resolutions Without Meeting (attached) 6 - 7

3.3. Follow-up Action List (FUAL) (attached) 8 - 8

4. BUSINESS ITEMS

With the exception of item 4.5, all items will be addressed verbally for discussion.

4.1. Introduction of Select Committee members and consultants

4.2. Role of Select Committee

4.3. Role of staff

4.4. General comments and direction by Select Committee

4.4.1. Communications of the project

4.5. Presentation of consultants' work plan (pending)

This will be circulated as a late item, Friday, May 7, 2021

4.6. Discussion

5. NEW BUSINESS

6. NEXT MEETING

There are no further meetings of the Select Committee scheduled at this time.

7. ADJOURNMENT



**Trust Council Select Committee
Governance and Management Review
Minutes of Regular Meeting**

Date: April 19, 2021
Time: 3:00 p.m.
Location: Electronic meeting, Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

Members Present: Lee Middleton, Chair, Saturna Island Trustee
Kees Langereis, Vice Chair, Gabriola Island Trustee
Michael Kaile, Municipal Trustee, Bowen Island
David Critchley, Denman Island Trustee
Peter Luckham, Executive Committee Representative, Thetis Island Trustee
Paul Brent, Saturna Island Trustee
Steve Wright, South Pender Island Trustee
Deb Morrison, Trust Programs Committee Chair, North Pender Island Trustee (absent)
Ben McConchie, North Pender Island Trustee (absent)

Staff Present: Chief Administrative Officer, Russ Hotsenpiller
Executive Coordinator/Recorder, Lori Foster

1. LAND ACKNOWLEDGEMENT - CALL TO ORDER

Chair Middleton called the meeting to order at 3:02 p.m. stating gratitude to live and work on Coast Salish First Nations treaty and traditional territory.

2. APPROVAL OF AGENDA

SC-2021-028

It was Moved by Trustee Brent and Seconded by Trustee Kaile,
That the agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES/COORDINATION

3.1 March 29th draft minutes for adoption

SC-2021-029

It was Moved by Trustee Brent and Seconded by Trustee Langereis,
That the March 29th draft minutes be adopted as presented.

CARRIED

3.2 Resolutions Without Meeting - None

3.3 Follow-up Action List (FUAL)

The FUAL was received for information, all items were complete.

4. CLOSED MEETING (under separate cover)

At 3:07 p.m., the meeting was closed to the public.

SC-2021-030

It was Moved by Trustee Langereis and Seconded by Trustee Kaile,

That the Islands Trust Select Committee close this meeting to the public subject to Section 90(1)(a) of the Community Charter in order to consider matters related to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of Islands Trust or another position appointed by Islands Trust and that staff be invited to remain in the meeting.

CARRIED

At 3:35 p.m., the meeting was reopened to the public.

5. RISE AND REPORT

Chair Middleton reported from the closed meeting that a proponent was chosen from the candidates who responded to the request for proposal and will be notified. Once a contract is solidified, the winning proponent will be announced publicly.

6. BUSINESS

By general consent, the Select Committee agreed to add item 6.1 Communications of the Project to the agenda.

6.1 Communications of the Project

Select Committee discussed communication considering a news release of the project.

By general consent, the subject of communication be placed on the next agenda.

Between 3:40 p.m. and 3:43 p.m., Chair Middleton lost and regained connectivity.

7. NEXT MEETING

There were no further meetings scheduled at this time.

Chair Middleton will speak with Julia Crosby from B.C. Bid regarding the selection of the winning proponent and next steps to getting the project started.

A future meeting will be considered by resolution without meeting.

8. ADJOURNMENT

SC-2021-031

**It was Moved by Trustee Critchley and Seconded by Trustee Middleton,
That the meeting be adjourned at 3:50 p.m.**

CARRIED

Lee Middleton, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder



Resolutions Without Meetings Log

Select Committee

Resolution Number	Action	Date
2021-003 It was Moved by Trustee Middleton and Seconded by Trustee Luckham, That the Select Committee on Governance and Management Review schedule a special meeting to be held May 10, 2021 at 1:00 p.m.	Carried	05-May-2021

RESOLUTION WITHOUT MEETING

RWM Number: SC-RWM-2021-003

The following matter is considered urgent and necessary in order that the Select Committee on Governance and Management Review can schedule a special meeting.

It was Moved by Trustee Middleton and Seconded by Trustee Luckham,

That the Select Committee on Governance and Management Review schedule a special meeting to be held May 10, 2021 at 1:00 p.m.

CARRIED

<u>TRUSTEES CONTACTED</u>	<u>DATE VOTE RECEIVED</u>	<u>VOTE</u>
1. Kees Langereis	May 5, 2021	In Favour
2. Michael Kaile	May 5, 2021	In Favour
3. Lee Middleton	May 5, 2021	In Favour
4. Steve Wright	May 5, 2021	In Favour
5. Peter Luckham	May 5, 2021	In Favour
6. Paul Brent	May 5, 2021	In Favour

TRUSTEES VOTE NOT AVAILABLE

7. Deb Morrison	May 5, 2021
8. David Critchley	May 5, 2021
9. Ben McConchie	May 5, 2021

FINAL VOTE COUNT

6 In FAVOUR

CARRIED

THE CHAIR DECLARED THE ABOVE NOTED RESOLUTION **CARRIED**, IN ACCORDANCE WITH SECTION 13 OF THE *ISLANDS TRUST ACT*, THIS 5th DAY OF MAY, 2021.

Chair's Signature

RECEIVED BY THE ISLANDS TRUST SECRETARY THIS 5th DAY OF MAY, 2021

Secretary or Designate's Signature

Recording Staff's Signature (if applicable)



Select Committee (SC) Governance and Management Review Follow-up Action List (FUAL)

SC Mtg	WHO / Activity	TO	TARGET
SELECT COMMITTEE			
<i>April 19, 2021</i>	None		
CAO HOTSENPILLER			
<i>April 19, 2021</i>	Contract with the winning proponent to be executed. DONE	CAO	<i>Meeting date not set</i>
EXECUTIVE COORDINATOR FOSTER			
<i>April 19, 2021</i>	Add "Communication of the Project" to the next agenda. DONE	SC	<i>Meeting date not set</i>
<i>Standing Item</i>	Prepare draft minutes for next meeting – (Consideration to Adopt)	SC	<i>DONE</i>
<i>Standing Item</i>	Create Draft agenda in E-scribe - circulate agenda package for next meeting	SC	<i>DONE</i>
<i>Standing Item</i>	Update FUAL for next meeting agenda	SC	<i>DONE</i>