



Executive Committee Electronic Meeting Minutes

Date/Time: Monday, April 30, 2012 **Location:** Islands Trust Victoria Office

Present: Sheila Malcolmson, Chair (by telephone) Linda Adams, Chief Administrative Officer
David Graham, Vice Chair (by telephone) Marie Smith, Executive Coordinator
Peter Luckham, Vice Chair (by telephone)
Ken Hancock, Vice Chair (by telephone)

The meeting was called to order at 8:34 a.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Approval of Agenda

By General Consent, the Executive Committee approved the agenda as presented.

1. Roundtable

Executive Committee members provided verbal updates on their activities as Local Trust Committee Chairs.

Vice Chair David Graham joined the meeting part way through the updates.

2. Draft May 7/8 Executive Committee Meeting Agenda

Vice Chair David Graham left the meeting.

Provided for information. Staff will advise if the agenda needs adjusting time wise.

3. Strategic Planning

Marie Smith left the meeting.

a. Draft Strategic Planning Process

Adopted as amended.

b. RFD - Draft Objectives and Strategies

i. Draft Request for Decision (RFD)

Committee members discussed the draft Request for Decision related to the list of priority objectives and strategies that the Executive Committee would circulate to Council committees, the Trust Fund Board and Bowen Island Municipality. It was agreed that a briefing should accompany the RFD and draft Objectives and Strategies to ensure they could understand the strategic planning process and provide meaningful comments.

The communication link to Trustee Luckham was lost at 9:40 a.m. and the Chair called for a recess due to the lack of quorum. The communication link was re-established at 9:43 a.m. and the Chair called the meeting to order.

Committee members discussed the process by which Council could consider strategic priorities during its session in June 2012. It was agreed that it would be useful to have a prioritization process in place, such as through an audience response system. Staff was asked to bring recommendations in Council's strategic session outline to indicate how Council could identify its priority objectives. Committee members discussed other amendments to the draft RFD.

By General Consent, the Executive Committee adopted the draft RFD on the strategic plan as amended, for further circulation.

ii. Draft – Objectives and Strategies

Committee members discussed the draft document entitled *“Islands Trust Council – Strategic Plan, Potential Objectives and Strategies for 2011-2014”*. Committee members agreed to a number of changes to clarify points, to remove duplication and to clarify the process diagram.

By General Consent, the Executive Committee agreed that the draft *“Islands Trust Council – Strategic Plan, Potential Objectives and Strategies for 2011-2014”* be circulated to Council committees, the Trust Fund Board and Bowen Island Municipality for review and comment.

c. Briefing - Options for Public Consultation

It was noted that while this document had been received at a previous meeting, and not thoroughly discussed, it was somewhat replaced by the draft Public Consultation Plan, given the Executive Committee had not expressed interest in a public survey at this phase of strategic plan development.

d. Draft Public Consultation Plan

It was agreed that this item be added to the May 7-8 meeting agenda, during the Communications Planning Session for further discussion.

The meeting adjourned at 11:14 a.m. Next Meeting: May 7-8, 2012

Sheila Malcolmson, Chair

Marie Smith and Linda Adams, Records