



Islands Trust

Executive Committee Minutes

Date: Friday, December 5, 2014

Location: Harbour Towers Hotel, 345 Quebec Street, Victoria, BC

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

Staff Present: Linda Adams, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Cindy Shelest, Director, Administrative Services
Lisa Gordon, Director, Trust Area Services
Marie Smith, Executive Coordinator (Recorder)

1. CALL TO ORDER

The meeting was called to order at 12:15 pm. Chair Luckham acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

2. APPROVAL OF AGENDA

By General Consent, the agenda was approved as presented.

3. FOLLOWUP ACTION LIST AND UPDATES

3.1 Follow-up Action List

Provided for information.

4. NEW BUSINESS

4.1 Local Trust Committee Chair Assignments

Senior staff presented options to consider for Local Trust Committee Chair assignments.

EC-2014-187

It was MOVED and SECONDED,

That the Executive Committee endorse the Chair's Local Trust Committee Chair assignments as follows:

Vice Chair Morrison – Denman, Gambier, Thetis, Trust Fund Board Appointment
Vice Chair Busheikin – Hornby, Lasqueti, Gabriola, Galiano
Vice Chair Grams – North Pender, Mayne, Saturna
Chair Luckham – Salt Spring, South Pender, Ballenas-Winchelsea

CARRIED

4.2 Election of Executive Committee Member to the Trust Fund Board

EC-2014-188

It was MOVED and SECONDED,

To nominate Vice Chair Morrison as the Executive Committee liaison to the Trust Fund Board.

CARRIED

No further nominations were received. Vice Chair Morrison was acclaimed as the Executive Committee liaison to the Trust Fund Board.

4.3 Council Committee Assignments

EC-2014-189

It was MOVED and SECONDED,

That the Executive Committee endorse the following Council Committee assignments:

Vice Chair Busheikin - Local Planning Committee

Vice Chair Grams - Trust Programs Committee

CARRIED

All Executive Committee members will be members of the Financial Planning Committee. Chair will participate as an ex-officio member on the Local Planning Committee and Trust Programs Committee.

4.4 Proposed 2015 Executive Committee Meeting Schedule

Staff presented a proposed Executive Committee meeting schedule for 2015. The first meeting of 2015 is proposed for January 14, 2015.

EC-2014-190

It was MOVED and SECONDED,

That the Executive Committee approve the 2015 Executive Committee Meeting Schedule, as presented.

CARRIED

Staff will send out meeting invites to update all members calendars with these meeting dates.

4.5 Proposed 2015 Executive Committee Calendar

Provided for information.

4.6 Executive Committee Orientation

4.6.1 Internal Orientation Plans

Staff advised that an orientation session will be held during the first 2015 Executive Committee meeting on January 14, 2015. Further details will be provided prior to the meeting.

4.6.2 Local Government Leadership Academy Election Officials Seminar

A program outline and agenda for the Local Government Leadership Academy's Elected Officials Seminar to be held in late January 2015 in Parksville was provided for information. Staff will arrange registration and accommodation as required. Executive Committee members will advise of their interest to attend at the December 10 teleconference.

4.6.3 Policy 2.4.vi – Executive Committee Meeting Preparation

Provided for information.

4.6.4 Executive Committee Responsibilities and Authorities

Provided for information.

5. CLOSED MEETING

EC-2014-191

It was MOVED and SECONDED,

That the meeting be closed to the public subject to Sections 90(1)(c) of the Community Charter in order to consider matters related to personnel matters and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 12:50 pm and reopened to the public at 12:57 pm.

6. RISE AND REPORT DECISIONS FROM CLOSED MEETING

No items.

7. CORRESPONDENCE (for information unless raised for action)

No items.

8. ADJOURNMENT

EC-2014-192

It was MOVED and SECONDED,

To adjourn the meeting.

CARRIED

The meeting adjourned at 12:58 pm.

Peter Luckham, Chair

CERTIFIED CORRECT

Marie Smith, Recorder and Deputy Secretary