



Executive Committee Minutes of Meeting

Date: Thursday, December 8, 2011 **Location:** Harbour Towers Hotel, Victoria BC

Present: Sheila Malcolmson, Chair
David Graham, Vice Chair
Ken Hancock, Vice Chair
Peter Luckham, Vice Chair
Linda Adams, Chief Administrative Officer
David Marlor, Director, Local Planning Services
Marie Smith, Executive Coordinator

The meeting was called to order at 1:05 p.m. Chair Sheila Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

APPROVAL OF AGENDA

Additions to the Agenda:

7. Executive Committee Seating at Trust Council meetings.

By General Consent, the agenda was approved as amended.

1. Local Trust Committee Chair Assignments

Executive Committee members and senior staff conducted an initial discussion on proposed Local Trust Committee Chair assignments.

The meeting recessed at 1:25 p.m.
The meeting reconvened at 2:45 p.m.

After further discussion, the following Local Trust Committee Chair assignments were determined by the Chair:

David Graham	Gabriola, Gambier, Hornby, Lasqueti
Ken Hancock	Galiano, Saturna, South Pender, Thetis
Peter Luckham	Denman, Mayne, North Pender
Sheila Malcolmson	Salt Spring, Executive Islands

2. Election of Trust Fund Board Member

It was Moved and Seconded to nominate Vice Chair Peter Luckham as the Executive Committee liaison to the Trust Fund Board.

CARRIED
UNANIMOUSLY

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

3. Council Committee Assignments

After discussion, Chair Malcolmson announced the following Council Committee assignments:

David Graham	Local Planning Committee
Ken Hancock	Trust Programs Committee

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

4. Proposed 2012 Executive Committee Meeting Schedule

Staff presented a proposed Executive Committee meeting schedule for 2012. The first meeting of 2012 was moved from January 17 to January 10.

It was Moved and Seconded that the Executive Committee approve the 2012 Executive Committee Meeting Schedule, as amended.

CARRIED
UNANIMOUSLY

5. Executive Committee Orientation

a. Internal

Staff advised that an orientation session will be held during the first 2012 Executive Committee meeting on January 10. Further details will be provided prior to the meeting.

b. LGLA Elected Officials Seminar – Jan 24-26, 2012, Parksville

A program outline and agenda for the Local Government Leadership Academy's Elected Officials Seminar to be held in late January 2012 in Parksville was provided for information. Chair Malcolmson and Vice Chair Graham advised of their interest to attend; staff will arrange registration and accommodation as required.

6. Closed Session

It was Moved and Seconded that the Islands Trust Council meeting be closed to the public subject to Sections 90(1)(d) of the Community Charter in order to consider matters related to the security of the property of the municipality and that -Islands Trust staff be invited to attend the meeting.

CARRIED
UNANIMOUSLY

The meeting closed to the public at 3:25 p.m.
The meeting reopened to the public at 3:30 p.m.

7. Executive Committee Seating at Trust Council meetings

Due to time constraints, discussion of this item will be addressed at a future Executive Committee meeting prior to the next Council meeting in March.

The Meeting adjourned at 3:32 p.m. Next meeting: January 10, 2012

Sheila Malcolmson, Chair, Islands Trust Council

Marie Smith, Executive Coordinator and Recorder