



Trust Council Select Committee Governance and Management Review Agenda

Date: Tuesday, February 16, 2021
Time: 3:00 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. February 1, 2021 draft minutes for adoption	3 - 5
3.2. Resolutions Without Meeting	
None	
3.3. Follow-up Action List (FUAL)	6 - 6
4. BUSINESS ITEMS	
4.1. Request for Proposal and Terms of Reference Review - (documents pending)	
5. NEW BUSINESS	
6. CORRESPONDENCE	
6.1. Dr. T. Varzeliotis dated January 5, 2021 re: Consensus for Change to the Trust Council Governance and Management Review Select Committee	7 - 8
<p>The Salt Spring Island Local Trust Committee passed the following resolution at its January 19, 2021 electronic Regular Business meeting:</p> <p><i>“That the Salt Spring Island Local Trust Committee forward the letter received from Dr. T. Varzeliotis dated January 5, 2021 concerning Consensus for Change to the Trust Council Governance and Management Review Select Committee.”</i></p>	

7. NEXT MEETING

The next meeting of the Select Committee is scheduled March 1, 2021 at 3:00 p.m.

8. ADJOURNMENT



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

Date: February 1, 2021
Time: 4:00 pm
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
Paul Brent, Saturna Island Trustee
David Critchley, Denman Island Trustee
Michael Kaile, Bowen Island Municipal Trustee
Peter Luckham, Executive Committee Representative, Thetis Island Trustee
Deb Morrison, North Pender Island Trustee
Steve Wright, South Pender Island Trustee

Absent: Ben McConchie, North Pender Island Trustee

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

Others: Julia Crosby, Procurement and Contract Specialist, B.C. Bid

1. LAND ACKNOWLEDGEMENT / CALL TO ORDER

Chair Middleton called the meeting to order at 4:04 p.m. and acknowledged the meeting was being held on Coast Salish First Nations traditional and treaty territory.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved as presented.

3. ADDOPTION OF MINUTES/COORDINATION

3.1 Draft Minutes January 18, 2021

SC-2021-008

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

That the draft minutes of January 18, 2021 Select Committee be adopted as presented.

CARRIED

3.2 Resolutions Without Meeting – None

3.3 Follow-up Action List (FUAL)

All items were completed by the start of this business meeting.

4. BUSINESS ITEMS

4.1 Presentation on B.C. Bid Process, Julia Crosby - Procurement and Contract Specialist

Julia Crosby presented a Power Point and answered questions on the bid process.

4.1.1 BC Bid Request for Proposal (RFP) template

Discussion on working with B.C. Bid staff services to assist in facilitation of submitting a request for proposal ensued.

4.2 Select Sub-committee Terms of Reference Review

The Select Committee reviewed the document/project scope received as a late item to the agenda.

Trustees provided verbal feedback while Trustee Morrison logged edits, as discussed, into the clean copy version of the Terms of Reference (TOR) document as presented.

By general consent, The Select Sub-committee will re-edit the clean copy Terms of Reference as discussed and amended by Trustee Morrison during the February 1 meeting and provide to Chair Middleton for inclusion in the next meeting.

By general consent, Chief Administrative Officer (CAO) Hotsenpiller will review and amend section 3.2 of the TOR and forward to Chair Middleton before the next meeting.

By general consent, Chair Middleton will provide a consensus draft of the Terms of Reference for input into the B.C. Bid template and bring the document back to the next meeting.

5. NEW BUSINESS - None

6. NEXT MEETING

SC-2021-009

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

That the Select Committee meeting of February 16, 2021 and subsequent meeting times be amended to 3:00 p.m. - 5:00 p.m. from 4:00 p.m. - 5:30 p.m.

CARRIED

7. ADJOURNMENT

SC-2021-010

It was Moved Langereis and Seconded Wright,
That the meeting be adjourned at 5:55 p.m.

CARRIED

Lee Middleton, Chair

Certified Correct

Lori Foster, Executive Coordinator/Recorder

DRAFT



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

SC Mtg	WHO / Activity	TO	TARGET
SELECT COMMITTEE			
<i>Feb 1, 2021</i>	The Select Sub-committee will re-edit the clean copy Terms of Reference as discussed and amended by Trustee Morrison during the February 1 meeting and provide to Chair Middleton for inclusion in the next meeting.	SC	<i>Feb 16, 2021</i>
<i>Feb 1, 2021</i>	Chair Middleton will provide a consensus draft of the Terms of Reference for input into the B.C. Bid template and bring the document back to the next meeting.	SC	<i>Feb 16, 2021</i>
CHIEF ADMINISTRATIVE OFFICE (CAO) HOTSENPILLER			
<i>Feb 1, 2021</i>	Chief Administrative Officer (CAO) Hotsenpiller will review and amend section 3.2 of the TOR and forward to Chair Middleton before the next meeting.	<i>Chair Middleton</i>	<i>DONE</i>
EXECUTIVE COORDINATOR FOSTER			
<i>Feb 1, 2021</i>	That the Select Committee meeting of February 16, 2021 and subsequent meeting times be amended to 3:00 p.m.- 5:00 p.m. from 4:00 p.m. - 5:30 p.m.	SC	<i>DONE</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>

From: Laura Patrick <lpatrick@islandstrust.bc.ca>
Sent: Tuesday, January 5, 2021 4:17 PM
To: Varzeliotis <[REDACTED]>; Peter Luckham <pluckham@islandstrust.bc.ca>; Peter Grove <pgrove@islandstrust.bc.ca>; [REDACTED]
Cc: ssiinfo <ssiinfo@islandstrust.bc.ca>
Subject: RE: Consensus to Change

Dear Tom,

Happy New Year.

A carried resolution of Trust Council is a decision of all Trust Council, which I respect. If you are referring to the governance and operational review, it is being done in accordance with a terms of reference and managed by a steering committee.

You do bring up an interesting question, how can Salt Spring, which was neither consulted on the development of the terms of reference nor represented on the steering committee, provide input to the review?

I have copied staff so that we can discuss this further.

Laura Patrick

From: Varzeliotis [REDACTED]
Sent: Tuesday, January 5, 2021 3:23 PM
To: Peter Luckham; Laura Patrick; Peter Grove; [REDACTED]
Subject: Consensus to Change

Dear Peter Laura and Peter, Happy New Year

The way things are now, a majority of Trustees adroitly did what you three individually and as the SSILTC ought to have fiercely pursued, i.e., the implementation of the post 2017 Consensus to Change the governance meted out by the Trust. My purpose in writing this is to affect the realization of the Consensus, and to help you personally ameliorate your current stance and regain lost credibility. Indeed, from this you stand to benefit additionally to the rest of us.

Please hurry up:

Call an extraordinary electronic ExCom meeting or failing that call a SSILTC meeting, to:
Retain a "trust" firm (e.g. Canada Trust) or, preferably, a Chartered Accountant from within the iTrust Republic and charge them to:

Proclaim the opening of an ad hoc "Ideas Bank" to receive, showcase and facilitate debate and development of ideas and information pertaining to implementation of the Consensus to Change the governance provided by the iTrust.

The proclamation should specifically invite the iTrust and Trustistas to make submissions and to debate submissions by others, as they may see fit, on equal terms with "ordinary" citizens. Having myself originated and studied the Ideas Bank concept, I hereby offer to advise the "contractor-firm" and do it pro bono.

I will leave you with a reminder that the implementation of the Consensus is long overdue; and with the assertion that the “now” timing is ideal, in the full sense of the word, because people have time to think, discuss and write submissions due to pandemic close-downs.

Wishing you strength and wisdom as we step into 2021

Tom V