



Executive Committee Special Meeting Agenda

Date: October 13, 2021
Time: 9:00 am
Location: Electronic Zoom Meeting

Pages

1. CALL TO ORDER
2. APPROVAL OF AGENDA
 - 2.1. Introduction of New Items
3. TRUST COUNCIL MEETING PREPARATION
 - 3.1. November/December Trust Council Attendance - RFD 2 - 4
4. NEW BUSINESS ITEMS
5. NEXT MEETING

The next meeting of the Executive Committee is scheduled for October 27, 2021.
6. ADJOURNMENT



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** October 13, 2021
From: Carmen Thiel, Leg. Serv. Mgr. **Date Prepared:** October 8, 2021
SUBJECT: November/December Trust Council Attendance

RECOMMENDATION: That Executive Committee request staff to conduct a Trust Council Resolution Without Meeting to waive the requirements in section 4.4(c) of Trust Council Bylaw 101 to allow more than four Council members to participate electronically in the November/December 2021 regular Trust Council meeting.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: I concur with the recommendation on electronic attendance at the November 30 to December 2, 2021 Trust Council regular meeting.

1 PURPOSE:

To inform Executive Committee regarding the canvassing of trustees attendance at the scheduled in-person November/December Trust Council meeting being held in Victoria, and based on that, to provide a recommendation.

2 BACKGROUND:

At its October 6th business meeting, Executive Committee resolved that “Executive Committee schedule a special electronic meeting on October 13, 2021 beginning at 9:00 a.m. and requested staff canvas trustees as to [trustees’] desires regarding an in-person November/December Trust Council meeting.” A Survey Monkey poll was emailed to all trustees, with an urgent notation, requesting trustees respond promptly so that staff could present the results of the survey at the October 13th meeting.

The following two questions made up the survey:

1. Are you concerned about your attendance at the live, in-person Trust Council meeting, being held November 30-December 2, given appropriate safeguards are put in place?
2. Given your answer to Question 1, do you plan on attending the meeting in-person?

At the time of this writing, 23 responses were received via Survey Monkey (excluding Chair Luckham and Vice Chair Fast who are presumed to attend in-person):

- 17 trustees confirmed they would attend in-person (19 including Chair Luckham and Vice Chair Fast)
- 6 trustees answered they would not attend in-person
- 1 trustees had not responded (*at the time the agenda was distributed*).

A comment box was included in the poll. In general, the following comments were received:

- Need to know the safeguards,
- Vaccination status was offered by some respondents,
- Assume all will be wearing masks and reasonably distanced,

- Looking forward to seeing all,
- Happy to attend in-person if there is comfort amongst those attending, or Zoom would be fine,
- Good with either option, but losing cohesion by not being in-person,
- Zoom for me, not in-person,
- It is premature to gather given the 4th wave continues to hit B.C. hard.

Given the above, it is reasonable to conclude that there is a desire on behalf of Trust Council to meet in-person. There are now two options available to accommodate the different interests expressed: 1) to waive the requirement in the meeting procedures bylaw to increase the number of electronic attendees from 4 to 10, or; 2) to begin a process of resolution without meetings (RWMs) plus a special meeting, in order to amend the meeting procedures bylaw to allow fully electronic meetings prior to the December Trust Council meeting. It is desirable from an administrative perspective to advance the former as the recommendation and to amend the meeting procedures bylaw at the December meeting for all meetings in the future.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

As of September 29, 2021, Trust Council is expected to return to in-person regular meetings. If Trust Council wants to conduct regular meetings electronically, pursuant to amendments recently made to its Electronic Meeting Regulation, it will need to amend its procedure bylaw prior to doing so. In the interim, section 4 of the Regulation, and section 4.4(c) and (d) of the Trust Council Meeting Procedure Bylaw provide that a trustee who is unable to attend in-person (excluding the Chair) may participate electronically up to a maximum of four trustees per meeting. Section 4.4(e) of the bylaw allows that the restriction of four trustees per meeting, and the requirement that the Chair must be present in-person, may be waived by unanimous resolution of Council.

FINANCIAL:

Greater costs are incurred for in-person meetings which involve travel, accommodation and meals than for electronic meetings or electronic attendance.

IMPLEMENTATION/COMMUNICATIONS: N/A

FIRST NATIONS: N/A

OTHER: N/A

4 RELEVANT POLICY(S):

1. Order in Council 521 – Islands Trust Electronic Meetings Regulation, BC Reg. 283/2009 – pages 2 & 3 https://www.bclaws.gov.bc.ca/civix/document/id/oic/oic_cur/0521_2021
2. Trust Council Procedure Bylaw 101 – see section 4.4 Electronic Meetings on pages 4 & 5 <https://islandstrust.bc.ca/document/trust-council-meeting-procedures-bylaw-no-101/>

RESPONSE OPTIONS

Recommendation: That Executive Committee request staff to conduct a Trust Council Resolution Without Meeting to waive the requirements in section 4.4(c) of Trust Council Bylaw 101 to allow more than four Council members to participate electronically in the November/December 2021 regular Trust Council meeting.

Alternative:

- 1. That Trust Council proceed with the in-person live meeting in Victoria scheduled for November 30-December 2 where a maximum of four trustees may attend electronically.**

 - 2. That a special meeting of Trust Council be called in October or November to give first through third readings to Trust Council Procedure Bylaw 101 amendments to provide for fully electronic regular meetings.**
-

Prepared By: Carmen Thiel, Leg. Serv. Manager/Lori Foster, Exec. Coord.

Reviewed By/Date: Russ Hotsenpiller, CAO / October 12, 2021