

ISLAND CORRIDOR FOUNDATION
March 28th, 2019
9:30AM – 1:00PM
SVI/ICF Board Room, Nanaimo
Minutes

Present

Phil Kent (Chair)	Cowichan Valley Regional District
Judith Sayers (Vice Chair)	Director At Large
Ben Isitt	Capital Regional District
Ken McRae	Alberni Clayoquot Regional District
Alec McPherson	Nanaimo Regional District
Jim Tatoosh	Hupacasath First Nation

Not in

Attendance

Albie Charlie	Cowichan Tribes
Georgina Livingstone	Lake Cowichan
Lonnie Norris	Halalt
Mary Ashley	Director at Large
Larry Jangula	Comox Valley Regional District

Staff

Larry Stevenson	Chief Executive Officer
Andrea Thomas	Manager, Corridor Development
Colin McPhee	Financial Officer

1. Call to Order

Chair called the meeting to order at 9:30am

2. Introduction of Late Items

2.1. Late Items

Larry Jangula resignation letter

3. Approval of Agenda

3.1. Approve Agenda

It was moved and seconded

That the March 28, 2019 Board agenda be approved, as circulated.

CARRIED

4. Adoption of Minutes

4.1. January 24, 2019 – Board Meeting

It was moved and seconded

That the minutes of the January 24, 2019 Board meeting be adopted, as circulated.

CARRIED

5. Delegations & Correspondence

5.1 Letter from Comox Valley Regional District re: Director position

It was moved and seconded

That the Board appoint Daniel Arbour representing Comox Valley Regional District for the remainder of the 2018 – 2020 term as requested by the Comox Valley Regional District

CARRIED

6. Report of the Chief Executive Officer

6.1. Report of the Chief Executive Officer

- a) Duncan Homeless Encampment
- b) Shawnigan Heights Development Slide
- c) Port Alberni Windstorm cleanup
- d) Alberni Pacific Railway – Status
- e) Communications and Engagement
 - I. Chief & Council Meetings
 - II. Regional Districts
 - III. Nanaimo Port Authority
 - IV. Launch of new website
- f) Nanaimo Station - update

7. Report of Chief Financial Officer

7.1. Payables

It was moved and seconded

That the Board approve payables for the months of January and February 2019 in the amount of \$109,610.52

CARRIED

7.2 Monthly Financial Report

7.3 Budget Performance – YTD 2019

8. Report of First Nations Liaison

9. Property Management

10. Other Business

10.1 Stations – Policy

It was moved and seconded

That the Board adopt the station plan as presented at the March 28th, 2019 Board meeting and starting with Courtenay as a pilot project working with the City and Komoks First Nation to create a station committee

CARRIED

10.2 M of W – Vegetation Management

It was moved and seconded

That the Board approve the Right of Way Vegetation Management Proposal as presented at the March 28th 2019 Board meeting

CARRIED

10.3 Letter to the Minister of Transportation and Infrastructure – E&N term discontinuance and sign removal.

It was moved and seconded

That the Board approve a letter to be sent to MoTI requesting the discontinuance of the use of the term “E&N Railroad” and the removal of all related signage

CARRIED

10.4 Publication of Minutes

It was moved and seconded

That the Board adopt a policy of releasing Board Meeting Minutes to the general public via posting to ICF Website effective with the Board Meeting minutes dated March 28, 2019

CARRIED

10.5 Employee Education Assistance Policy

It was moved and seconded

That the Board adopt Employee Education Assistance Policy as presented to the Board on March 28, 2019

CARRIED

10.6 Nominating Director-at-Large
Nominees for the Director-at-Large seat to be provided to the CEO by April 11, 2019.

10.7 Closed Session

It was moved and seconded

Motion to Close

CARRIED

11. Next Meeting

11.1 April 25, 2019 (AGM, Board meeting to follow)
Vancouver Island Conference Centre 10am

12. Adjournment

14.1. Adjourn

That the March 28, 2019 Board meeting be adjourned at 12:30 pm.