

ISLANDS TRUST COUNCIL
TRUST PROGRAMS COMMITTEE

MINUTES OF FEBRUARY 6, 2012
LADYSMITH B.C.

Present: Committee Members

Alex Allen, Hornby
Paul Brent, Saturna (Chair)
Laura Busheikin, Denman
George Grams, Salt Spring (Vice Chair)
Ken Hancock, North Pender (EC Rep)
Tony Law, Hornby
Liz Montague, South Pender
Sheila Malcolmson, Gabriola (ex officio)
Kate Louise-Stamford, Gambier (by phone)
Andrew Stone, Bowen

Staff

Lisa Gordon, TAS Director
Clare Frater, Policy Analyst

Absent: None

There were no members of the public in attendance.

The meeting was called to order at 11:00 a.m.

1. **ELECTIONS/APPOINTMENTS**

1.1 Election of Chair and Vice-Chair

Election for Chair, Trust Programs Committee

Nominated: Paul Brent, George Grams. Trustee Law declined a nomination.

Elected: Paul Brent

It was Moved and Seconded that the Trust Programs Committee appoint Trustee Brent as Chair of the Trust Programs Committee.

CARRIED

Election for Vice-Chair, Trust Programs Committee

Nominated: George Grams. Trustee Law declined a nomination.

Elected: George Grams

It was Moved and Seconded that the Trust Programs Committee appoint Trustee Grams as Vice-Chair of the Trust Programs Committee.

CARRIED

1.2 Appointment of representative to Financial Planning Committee

Paul Brent was appointed as the Trust Program Committee representative on the Islands Trust Financial Planning Committee for the 2011-14 term.

2. APPROVAL OF THE AGENDA

By unanimous consent, the agenda was approved without amendment.

3. PREVIOUS MEETING

3.1 Follow Up Action List

L Gordon gave a brief outline of tasks underway. Trustees asked questions about the Indicator Program and staff explained that the policy analyst's role is to collate socio-economic and scientific data on a Trust Area-wide basis. Local trust committees could pass motions to request local statistical information to support their work program. If the local planner could not find the required information, the policy analyst may be able to assist with the research.

4. ORIENTATION

4.1 Review Trust Program Committee Terms of Reference

L Gordon explained that Trust Council's committee system has not been comprehensively reviewed since its creation in 1998. She explained that the terms of reference for all council committees do not reflect current issues and practices but that this is not an obstacle to the continued functioning of the committees. She relayed the CAO's advice that updating the terms of reference would be a strategic plan item as changes to one committee's terms of reference has impacts on the terms of reference of other committees. Trustees suggested that the terms of reference could be updated to reflect the current level of collaboration between committees.

4.2 Advice from past Trust Program Committee members

Trustee Law and Trust Council Chair Sheila Malcolmson are the only continuing members from the previous term, and had nothing to add to the written summary provided with the meeting package.

4.3 Briefing – Stewardship Awards process

C Frater explained that the Community Stewardship Award program materials are prepared and the program will be announced mid-February with an application deadline of April 27, 2012.

4.4 Trust Council's Strategic Plan

L Gordon reviewed the Trust Programs Committee items that did not get completed on the 2008-11 Strategic Plan:

- 1.2.6 Finalize Crown land profiles;
- 2.3.1.2 Update website links regarding existing shoreline stewardship information; and
- 4.3.1.1 Finalize Indicators Program reports.

5. COUNCIL BUSINESS

5.1 Policy Statement – Review Task Force Recommendations

C Frater outlined the Policy Statement Assessment Task Force recommendations in its May 2011 final report.

5.2 Policy Statement – RFD re Policy Statement review

L Gordon explained that the draft Request for Decision and supporting documents will be revised for Trust Council's March 2012 meeting, based on feedback and suggestions from all council committees. She clarified that this phase did not require trustees to make a decision on whether to proceed with a review but for advice on the contents of the materials intended to help Trust Council make an informed decision in March 2012.

A 90-minute discussion followed. The requests / comments below are not positions of Trust Programs Committee but are ideas raised by individual trustees during the discussion to be forwarded to Executive Committee for consideration.

The Request for Decision document:

- Create a short table of contents/index on a cover sheet that includes links to key documents including the recommendations of the Policy Statement Assessment Task Force report.
- Consider including information on the terms of reference for the Policy Statement review.
- The terms of reference should be dictated by the public.
- Provide answers to the question: What exact operational functions would not occur under Option 2 and can we sustain statutory functions and deadlines with Option 2.
- Develop a new scenario that is a hybrid of Options 1 and 2 (1.5?) that reduces Islands Trust contributions, particularly with relation to planner time due to attendance at workshops.
- Provide more explicit examples for the consequences of options 1, 1.5 and 2.

Clarify references to possible changes to the Policy Statement:

- The RFD and supporting documents should not suggest that more certainty will be achieved by revising the Islands Trust Policy Statement as it will always be open to interpretation.
- The review would be conducted largely as proposed, including meeting 'meeting sustainability standards'. What are those standards?

Clarify references to process/timing:

- Include in the RFD document and communications messaging that trustees/EC examined a number of options before deciding on the recommendation given.
- That there be more clarity about who is responsible for soliciting the views of the stakeholders, both before and after the Trust Council decision to proceed.
- Move the information from Attachment 1 on "why review the policy statement" to near the beginning of the RFD and explain that the task force's report results from internal scoping at initial level and that Trust Council now plans to ask the public. This section needs to be short and punchy to ease public comprehension, so consider just including the recommendations of task force.
- Articulate that the Policy Statement review will be a bottom-up process and stimulation of discussion about the Policy Statement is democratic

Financial:

- Include information on the cost of comparable processes in other jurisdictions.
- Provide information on average cost per year/per taxpayer.
- In Financial section include explanation of the impact on Surplus and what is the policy about Surplus and/or include this information in the Budget documents and cross-reference.

Provincial role:

- Clarify how the Province's interest as a "parent" and its residents' interests as stakeholders will be represented / accommodated.

Implications:

- Need to illustrate what would be given up on the strategic plan.
- Need to ensure that sufficient capacity is retained to deal with unanticipated issues as these are usually the ones of high importance to constituents.

RFD Attachments:

Why review the Policy Statement (Attach 1):

- Ensure that the document conveys only those recommendations and statements contained in the Policy Statement Assessment Task Force report. To keep the section short consider just including the recommendations of the task force.

Timeline (Attach 2):

The timeline should be amended to include more information including public consultation opportunities.

ICSP backgrounder (Attach 6):

- Provide more clarity about measurability criteria and sustainability standards and relationship between the Policy Statement and the strategic plan. Can the Policy Statement invigorate the strategic plan and bring to life strategic planning?

History of reviews (Attach 7):

- Add a paragraph about the original process and that there were two streams of messages that required an additional process to resolve.
- Take out the sentence on Page 2 of Attachment 7 that starts with “This type of ambiguity...” There was general agreement from Trust Program committee members on this point following a general discussion about interpretation of policies being integral to democratic processes.
- Clarify the extent of the review process in 2003 and any public involvement.

New Charts/Graphics:

- Organizational chart showing how the public will engage in the process.
- The graphic from trustee orientation in December 2011 showing the relationship of the Policy Statement to Official Community Plans and Land Use Bylaws.

New Project Summary:

- One page explanation of review process activities and deliverables that includes the roles and lists of working committees.
- One page about the proposed review process tasks with clear bullets, making the point that the original Policy Statement was created with public engagement and input and there is a need to undertake it again.

New Task Force Report Summary:

- One-half to one-page executive summary of the Policy Statement Assessment Task Force report with bullets.

General comments re review:

Public process pre-decision:

- Some trustees would like to offer community members the opportunity for input on the need for and possible structure of a Policy Statement review process prior to making a decision at the March 2012 Trust Council meeting, but are not clear on what documents they can use as a basis for discussion.
- Prior to engaging the public about the review, the Trust Council’s intentions should be clear and information documents ready so that public input is meaningful and results in quality, informed conversations.

General comments re messaging:

History:

- Explain clearly that the Policy Statement Assessment Task Force's 2011 final report did not result from a 'Policy Statement review' process, but was an internal process to assess the Policy Statement to help the new Trust Council get quickly oriented to the issues and topics associated with a possible review.
- Trust Council has been sending signals for last two years that it is preparing for a review of the Policy Statement through its minutes and strategic plan.

Provincial role:

- As the Province is a stakeholder with special standing why not just ask province what they think preserve and protect means?
- Why review the Policy Statement rather than the Islands Trust Act?

Directive nature of Policy Statement:

- The discussion about whether we need a more prescriptive Policy Statement could be a topic for public consultation.

Consultation:

- Articulate that the Policy Statement review will be a bottom-up process and stimulation of discussion about the Policy Statement is democratic.

Rationale:

- Create a short, snappy sentence to answer "What are the problems with the Policy Statement and what opportunities are presented by a review" – like advertising copy.
- Present information as "What is in it for me" from a landowner perspective and explain it like a high-level OCP.

Financial:

- Provide information on average cost per year/per taxpayer.
- Communicate that a rigorous process is expensive.
- Frame the Policy Statement review as a high level Official Community Plan.

Review process scale:

- Clarify that a review can be undertaken at different scales. For example, if clarifying language is key to improving the Policy Statement a simple review of definitions would be important and would not require huge resources.

General comments re rationale for a review:

- Discussion about whether the Policy Statement is like a constitution.
- If the Policy Statement is always going to be open to interpretation, will a review result in more certainty?
- There used to be a very active use of Policy Statement by communities that is now diminished. Communities no longer 'own' the Policy Statement the way they used to and a review provides a way to check in with our 'parents'.
- A review could provide more certainty about what the Object and preserve and protect means.
- Would more definitive policies address the perception that the Executive Committee is interpreting the Policy Statement as they wish?
- The Policy Statement should be reviewed because Trust Council has a policy to review it every five years.
- If we have not checked with our communities we cannot be certain that the Policy Statement reflects current reality and community priorities.
- A Policy Statement review process is an opportunity to hear from the Islands Trust's critics.

5.3 Carbon Neutral Policy – Briefing

C Frater explained that the draft policy is being presented to Trust Programs Committee for feedback and that a final draft will be presented in May 2012. Trustees requested changes to sections 7 and 8 of the policy.

5.4 Advocacy Policy – Briefing

L Gordon explained that Policy Statement tasks prevented completion of the draft policy and that it will come to Trust Programs Committee in May 2012.

5.5 Trust Programs Committee Work Program – Report

L Gordon presented the draft Trust Programs Committee work program report.

It was Moved and Seconded that the Trust Programs Committee amend its work program as follows: #1 Policy Statement, #2 Community Stewardship Awards, #3 Advocacy, with First Nations Protocol, Indicator Program, Climate Change and Vacant Crown Land Profiles as continuing items.

CARRIED

It was Moved and Seconded that the Trust Programs Committee forward its work program report to Trust Council.

CARRIED

5. NEXT MEETING

It was Moved and Seconded that the Trust Programs Committee approve the following meeting times: May 14, 2012; August 20, 2012; and November 5th, 2012 from 11 a.m. to 3 p.m. at the Town Hall in Ladysmith.

CARRIED

The meeting was adjourned at 3:35 p.m.

Clare Frater
Recorder

Paul Brent
Chair