



Islands Trust

GOVERNANCE TASK FORCE MEETING

February 6, 2007, 10:30 a.m. to 1:00 p.m.

Boardroom, Islands Trust Office - 200, 1627 Fort Street, Victoria, BC

MINUTES

In attendance:

Alison Morse*
Brian Hollingshead
Gary Steeves
George Ehring
Gisele Rudischer
Ken Hancock
Kim Benson
Louise Bell*
Peter Frinton*
Peter Lamb
Sheila Malcolmson*
Rose Willow
Roy Smith*

Staff:

Linda Adams, Chief Administrative Officer
Gillian Saxby*, Policy Analyst
** attended by telephone*

1. Agenda

The task force members approved the agenda as circulated.

2. Approval of the Minutes of January 9, 2007

It was **MOVED** and **SECONDED** that the task force approves the January 9, 2007 minutes.

CARRIED

Staff will post the minutes to the website.

3. Public Consultation

The Chief Administrative Officer provided an update on the Governance Study and stated that the final report from the consultant is due April 15. She stated that the Ministry requires that a public consultation program be conducted regarding any proposed governance options. She also stated that the consultation program should start after April 15 and that Islands Trust will need to conduct the program in April and May. In addition, if Islands Trust wants to submit a legislative request to the Minister it will have to be complete in June so that the Ministry could introduce the topic into their changes for 2008.

The Chief Administrative Officer stated that the public consultation program should outline the governance options, receive input, consider feedback, and prepare an analysis to be included in a final submission to the Ministry. She explained that Islands Trust will need to demonstrate to the Minister that we have communicated and consulted with the public and be able to state how we have addressed any concerns. She suggested that the next step would be to prepare terms of reference for the public consultation program.

The task force members discussed the topic of public consultation including the need for a broad communications program to be initiated in March including the development of a communications package (logo, slogan, backgrounder, letter for local papers). The task force members also discussed the need for a governance public consultation program in April and May including a mail out of background governance information, a public survey (also on website), public meetings on islands, media communications, website information, and an analysis of the public input and feedback.

It was **MOVED** and **SECONDED** that the task force request staff to prepare in consultation with the Executive Committee a broad communication strategy about revitalizing the Islands Trust and to prepare the terms of reference for the public consultation program regarding governance.

CARRIED

4. Governance Study - First Meeting with Consultant

The Chief Administrative Officer updated the task force members. She stated that the interviews with the consultant are now taking place and that the proposed workshop date with the consultant is February 28, 2007. The Chief Administrative Officer will confirm the date and advise the task force members.

5. Financial Sub Committee Report

The Chief Administrative Officer stated that the Financial Sub Committee met on January 23. She stated that staff will prepare information for the next Sub Committee meeting which outlines the current financial situation and specifically a break out the budget by Local Trust Area and each contribution. The next Financial Sub Committee meeting will be held in March and the date will be determined after February 14 at the call of the Chair.

6. Review of Follow Up Action List

Staff reviewed the follow up action list.

7. Review of Correspondence Received

The Chief Administrative Officer received a letter from Dale Wall, Assistant Deputy Minister, Ministry of Community Services, dated January 17, 2007, regarding confirmation of a Restructure Planning Grant for the Islands Trust Governance Review in the amount of \$12,500. There has been no other correspondence received since the last meeting.

8. Next Steps

The Chief Administrative Officer advised that the next steps for the task force is to update Trust Council in March regarding the consultation program and the Financial Sub Committee work to date. Staff will prepare in consultation with the Executive Committee a broad communication strategy about revitalizing the Islands Trust and will prepare terms of reference for the public consultation program regarding governance.

9. Next Meeting

The next meeting of the task force will be the Governance Study Workshop with the consultant. The proposed date of the workshop is Wednesday, February 28, or possibly Tuesday February 27 in Victoria at the call of the Chair. The Chair will also determine the time of the meeting.

The meeting adjourned at 1:00 p.m.

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