

**4.1.xi. Guidelines****LOCAL TRUST COMMITTEE  
REFERENDUM GUIDELINES**

Trust Council: June 17, 2000

**A: PURPOSE:**

1. To codify the procedural rules applicable to the holding of a non-binding referendum or poll held to provide information to a local trust committee.

**B: REFERENCES:**

1. Policy Manual:
  - 1.1 Guidelines for Authorizing Decisions (4.1.vi.)
  - 1.2. Advisory Planning Commission (4.2.i. and 4.2.ii)

**C: GUIDELINE:****1. Calling for a Referendum**

- 1.1. A local trust committee may, by resolution, decide it requires information on the views of the community on an issue before dealing with land use or appointment of persons to an advisory group.
- 1.2. For the purpose of gaining such information, the local trust committee may, by resolution, decide to hold an informal, non-binding poll or referendum.
- 1.3. The time, place, date and questions(s) that is subject to the poll or referendum must be advertised in the method customarily applied in the area and according to the rules required by the *Local Government Act* for notice of Public Hearings.
- 1.4. The advertisements for the poll or referendum must include clear language that the results are not binding on and do not fetter the discretion of the local trust committee.

**2. Conducting of a Referendum**

- 2.1. The poll or referendum may be held by ballot at a specified location or by forms that can be mailed or faxed or e-mailed to the Local Trustee's offices.
- 2.2. All property owners and residents in compliance with general voting requirements of the *Local Government Act* shall be given an opportunity to participate in the poll or referendum.

**3. Results of a Poll or Referendum**

- 3.1. The results of a poll or referendum shall be released to the public by posting on the local Islands Trust bulletin board and the committee shall ensure that they are not used inappropriately to fetter the discretion of the trust committee.

**4. Budget**

- 4.1 All costs of a non-binding poll or referendum shall be paid from the local trust committee's budget.