



THE CORPORATION OF THE CITY OF ROSSLAND

Minutes of Meeting of Rossland Sustainability Commission Held January 26 2010 KAST Boardroom

- PRESENT** Kelvin Saldern (chair)
Kathy Moore
Sarah Golling
Steve Ash
Patricia Marshall-Thompson
Hanne Smith
Aaron Cosbey
Terry Miller
- STAFF IN ATTENDANCE** Jennifer Ellis (Recording Secretary)
- AGENDA MOTION** Moved by Steve Ash/Seconded by Kathy Moore
THAT Agenda be adopted.

CARRIED
- CALL TO ORDER**
- MANAGER'S UPDATE** Jennifer Ellis provided the Manager's Update. As per the Mayor's request, the principles and protocols will be sent to Council. Jennifer Ellis will send them once they are proofread. Jennifer Ellis, Kelvin Saldern and Erin McGuigan met with the Columbia Basin Trust as part of the mid-term reporting process for the State of Rossland project. The Columbia Basin Trust is very happy with the progress on State of Rossland Indicators and Monitoring project. Climate Change Adaptation meetings are coming up on Feb 3rd when the CBT Technical Support Team experts come to Rossland and March 3rd when a public prioritization event will be conducted, so please consider attending and get the word out. Kelvin Saldern reiterated that the CBT is very supportive and pleased with the State of Rossland results noting that the Commission has accomplished more than they expected.
- COUNCIL UPDATE** Kathy Moore provided a Council Update. The first City budget meeting is scheduled for Feb 1, 2010 with the intention of passing a new budget in March.

Kathy Moore stated that Council still has not discussed the Energy Task Force Interim Report and Recommendations. There are some questions for clarification that the City will address to the Task Force. Kelvin Saldern indicated that he will resend the report and recommendations and ask if there are any questions. He will copy Jennifer Ellis and Steve Ash. Kathy Moore indicated that the Task Force

Terms of Reference were passed by Council after some lively debate. There were some small inconsistencies with the bylaw: for example, the Terms of Reference state that Task Forces will include 4 or more members, where the bylaw state 5 members. The bylaw is going to be rewritten so the Terms of Reference were passed as they were.

There is also a new procedures bylaw under development at the City and all committees formed under this bylaw have to conform with it. Meetings have to be public and at City Hall. There was some discussion as to whether the Commission will fall under this bylaw. The Commission is connected to Council, so meetings may have to be made public as well as those of the Task Forces. Kathy Moore indicated that Council is also dealing with the issue of staff representation on the Commission and Task Forces. This is still uncertain and will be resolved.

Hanne Smith emphasized that there is strong support for the Commission at the Council table. Hanne Smith noted that Council has agreed to hold a debriefing meeting with the Commission, as is required by the bylaw, to discuss 2009 accomplishments and next steps. The City will contact the Commission to set this up.

Kathy Moore noted that while it says in the Council minutes that the Commission positions will be advertised, Council is not looking to replace the people on the Commission. It is stated in the bylaw that the appointments are for one year and that they then have to be advertised again. As a result, the positions will be advertised. Council will propose in the bylaw revisions that current Commission members be reappointed this year and then advertise two positions one year and two the next, allowing staggered reappointments and some continuity. Victor Kumar will be proposing some Commission bylaw amendments soon.

Steve Ash noted that he doesn't feel as though the Commission is being considered a resource by Council and was hoping to get a definition from the new administration as to how Council will utilize resources such as the Commission. Kathy Moore suggested waiting to see the outcome of the Energy Task Force recommendations. Hanne Smith noted that these things will be clarified during the debriefing meeting. Patricia Marshall-Thompson emphasized the need to get clarity with regard to the Commission's relationship with Council. For many Commission and Task Force initiatives to be successful, City staff need to be involved and the Commission needs to be an integral part of the City activities. Hanne Smith indicated that the debriefing session is the Commission's opportunity to provide this message to Council. Terry Miller proposed having two or three Commission members meet with a few Council members to map out the objectives for the debriefing session. It was agreed to proceed with this. Terry Miller, Steve Ash, and Hanne Smith would follow up with one or more Councillors to have this discussion and put forth an invitation for the debrief session to Greg Granstrom.

Kathy Moore indicated that the consensus around the Council table is that the Sustainability Commission and the Task Forces have done a great job. There is a strategy session for Council this Friday and Saturday.

**STATE OF
ROSSLAND FINAL
INDICATORS
PACKAGE
MOTION**

Jennifer Ellis provided a memo from the State of Rossland Commission Subcommittee outlining the minor changes made to the indicators package, the next steps in the State of Rossland project and a motion for the Commission to approve the package for presentation to Council.

There were a few comments regarding the memo. Kathy Moore suggested the memo should note that the Commission will be asking Council to allocate funds to

this indicator reporting process in future years. The memo should state precisely how much future reports will cost in what years and an estimate of staff time accounting for CPI and inflation. A few other minor edits were suggested to the memo to be presented to Council.

Steve Ash enquired when the State of Rossland report would be ready. Jennifer Ellis indicated that the report with 27 indicators should be completed at the end of April and then the five remaining indicators will be done in January 2011 when survey data can be collected. Hanne Smith emphasized that Council should be clearly informed that the Strategic Sustainability Plan requires the measuring of progress over time. Terry Miller observed that one of the four main functions of the Commission is to track its success over time.

Aaron Cosby enquired about the cost estimates to prepare future reports, feeling that 125 hours might be high. Jennifer Ellis noted that those are estimates. We can estimate the future costs more accurately once this first State of Rossland report is complete.

Moved by Kathy Moore/Seconded by Aaron Cosby

THAT the Sustainability Commission approve the final indicators package and preamble regarding the costs of reporting and schedule the package for submission to Council for adoption on February 8th or February 22nd 2010.

CARRIED

Moved by Sara Golling/Seconded by Kathy Moore

THAT subject to Council's approval of the indicators package, the Sustainability Commission approve the preparation of the State of Rossland report, excluding the survey indicators in the Spring of 2010 and the deferral of the State of Rossland survey until early 2011.

CARRIED

**SUSTAINABILITY
COMMISSION
REVIEW**

There was general discussion regarding whether the Commission should do an internal review and if so whether a special scheduled meeting is required. Bob Reardon brought up his concern that, with the removal of Task Force Updates as a regular agenda item, there is no longer an avenue through which Task Forces can present ideas to the Commission. It was pointed out that Task Force updates were removed as a regular agenda item by the group because it was felt that they were too time consuming. It was also noted that Task Forces can add agenda items to any Commission meeting agenda a week before the meeting, and that ideas can also be presented and voted on via email. Bob Reardon noted that the Economic Development Task Force developed an idea for a Rossland 4000 by 2015 today, to grow Rossland's population to 4000 by 2015. How can the Task Force get approval on that quickly. It was noted that there were many options for this; that the EDTF needs to prepare a report, circulate it and then indicate how they want to proceed. Options include presenting the proposal at a meeting or by email.

It was agreed that because of these concerns and others regarding how Commission meetings are run, the Commission does need an internal review. It was agreed however that this review be deferred until after the planned debriefing meeting with Council.

Options for reestablishing the connection with the Task Forces were discussed. The ideas of maintaining monthly meeting time for Task Forces, or establishing a schedule whereby each Commission monthly meeting have a different Task Force as its focus, were raised. The administrative issues of the Commission could then be dealt with every two months. It was suggested that the Commission needs to separate the creative from the administrative piece.

Patricia Marshall-Thompson proposed developing an executive group that focuses on administration and that the Task Force Chairs come to meetings quarterly and discuss. If Task Forces have ideas they would like to have considered by the Commission, they can come to the executive meetings and present their ideas. This would allow Task Forces to spend their time and energy on action, rather than administration. Terry Miller noted that because of the Commission's four functions – connect and engage; communicate; monitor; and balance and vet ideas – it is important that Task Force Chairs attend Commission meetings. Kathy Moore noted that the bylaw states that the Chairs should be at Commission meetings and observed that administrative issues will become less of a focus in 2010 as the Commission has already established many of its administrative functions. Kelvin Saldern noted that he and Jennifer Ellis deal with a lot of administrative issues outside of meeting times.

Options for restructuring the meetings were discussed including putting all the administrative issues at the beginning and focusing on the Task Forces for an hour at the end. The focus of each meeting (i.e. which Task Force) could be decided on an ad hoc basis. Steve Ash noted that it would be challenging for some Task Force members to attend meetings on weekdays and that he had envisioned setting up special meetings. It was suggested that it might be better to have Sustainability Commission members attend Task Force meetings to have those in depth discussions. Hanne Smith suggested that if this is going to happen, to avoid the creation of silos, Commission members will have to be required to attend Task Force meetings.

It was decided to change expectations of Sustainability Commission meetings: Task Force Chairs are not required to attend; and the agenda will be divided into functional administration and Task Force time. More Task Force engagement will also be promoted. Task Forces should also consider inviting the whole Commission to their meetings.

Kelvin Saldern indicated that the Commission needs at least one meeting in the near term that includes the whole Commission and all of the Task Forces. A date needs to be set for this meeting. A strategic planning session to develop a three year plan also needs to be scheduled.

**SD 20 PLANNING
FOR THE FUTURE
- POSSIBLE
RESPONSE**

The School District 20 Planning for the Future Part 2 process and the possibility that the Commission will get involved was discussed. The Visions for Small Schools submitted comments to the School District in Part 1. City Council has submitted comments for both Part 1 and 2. The School District did respond by requesting a PIR for RSS that proposed a K-12 school that included Neighbourhoods of Learning. The District did not receive a response from the Ministry of Education. The Neighbourhoods of Learning idea has been proposed in Rossland again. The question is should the Sustainability Commission want to weigh into the debate and if so, how.

Kelvin Saldern suggested that whatever the Commission decides to do, the

response should go to the City first. It was suggested that the Commission draft a letter and send it to the City as the sustainability of schools relates to the social and economic sustainability of our community and is referred to in the Strategic Sustainability Plan.

It was decided to establish a working group of Kelvin Saldern, Patricia Marshall-Thompson, Jennifer Ellis, and Hanne Smith to prepare this letter and discuss the Neighbourhoods of Learning idea.

NEW BUSINESS

Kelvin Saldern indicated that he would like to step down as Chair of the Sustainability Commission as it is time for a different perspective. Kelvin Saldern indicated that he was giving some notice at this point and suggested that deputy-Chair, Terry Miller, would be the ideal candidate for his replacement.

**NEXT MEETING
DATE**

CLOSE Meeting adjourned at 10:08 am

I hereby certify the preceding to be a true and correct account of the Sustainability Commission Meeting held on 26 January 2010.

CHAIR

RECORDING SECRETARY