

AGENDA

Meeting #3

Scope, Issue Identification, Stakeholder Selection, Future Meetings

Land Matters Advisory Committee

Location: Rodd Royalty Inn,
14 Capital Drive, Charlottetown

Date: November 19, 2020

Time: 4:00 p.m. – 6:00 p.m.

3:50	Doors Open
4:00	Scope and Issue Identification Survey: Findings <ul style="list-style-type: none">• Presentation• Discussion
4:30	Stakeholder Selection <ul style="list-style-type: none">• Select Meeting #4 Stakeholders• Next steps (invitations)
5:00	Break
5:10	Stakeholder Presentation Format: Present and discuss <ul style="list-style-type: none">• 20 min (presentation) / 20 min (Q&A) / 20 min (discussion)
5:30	Consistent Meeting Day, Time, Location, Frequency <ul style="list-style-type: none">• Proposal: Tuesdays, 4:00 PM – 7:00 PM, alternating between Charlottetown and Summerside• TBD: Frequency (biweekly or weekly)
5:50	Housekeeping Items <ul style="list-style-type: none">• Honorarium and Mileage Forms: Collect remaining forms and/or information• COVID-19: Upcoming CPHO mask requirement
6:00	Meeting End

**MINUTES OF A MEETING OF THE MEMBERS OF THE
LAND MATTERS ADVISORY COMMITTEE**

A meeting of the members of the Land Matters Advisory Committee was held at Rodd Royalty Inn, in Charlottetown, on the 19th day of November, 2020, at the hour of 4:00 o'clock in the afternoon.

Present		
James Bradley (Co-Chair)	Hans Connor	Philip Hamming
Lori Robinson (Co-Chair)	Rodney Dingwell	Teresa Mellish
Billy Cameron	Danielle Gillan	Donna Waddell
Wendy Reid	Marshall Smallman	
Regrets		
Ashton Perry		

Call to Order and Agenda

- The meeting was called to order by Co-Chairs James Bradley and Lori Robinson.
- The agenda was unanimously approved as distributed. A copy of the agenda is attached to these minutes.

New Business

- Presentation from Evan Brown on the findings of the *scope and issue identification survey*. The committee pleasantly noted the high degree of commonality in issue rankings from the members; however, they discussed the need to be flexible as a group on issue identification going forward. Overall, the committee was confident the commonality in their individual choices clearly identified the preliminary issues that will guide them toward their selections for the initial stakeholder invites.
- The committee then revisited the prior stakeholder survey. Again, the committee committed to being flexible with respect to the scope of stakeholder presentations. The committee agreed that the top five (5) selections as per the survey will be invited to participate/present at Meeting #5, with the goal to confirm three (3) presenters for that meeting.
- A discussion was had regarding any potential conflict of interest whereby certain members of the committee were also members of various stakeholder organizations. It

was recognized that, given the diversity of the backgrounds of the committee members, these overlaps will likely occur. It was agreed that disclosure and transparency should be the guiding principle in these instances, and that any member associated with a particular stakeholder organization will not participate in the development of any presentation materials for that organization.

- Evan Brown presented a suggested stakeholder presentation format, which was approved, recognizing the potential need to be flexible in this regard. Format: presentation, 20 minutes; Q&A, 20 minutes; committee discussion, 20 minutes.
- Shawn Martin reviewed a suggested template for the members to retain notes on the stakeholder group presentations to take place throughout the course of the committee's work. This template need not be collected by Department of Agriculture and Land (DAL) staff, and would be used only as a prompt (i.e. issues, solutions, key points). No decision was made as to whether one completed form will be provided to the project team on behalf of the entire committee for the purposes of future reporting.
- The committee discussed the issue of the minutes of their meetings being publically accessible through the land matters website as confirmed by the Minister of Agriculture and Land recently on the floor of the Legislature. The committee agreed to this process.

Information Requested

- The committee inquired as to whether the entirety of its work will be subject to FOIPP. The project team will provide an answer at a future meeting, with a target of the next meeting.

Follow-up Items and Next Meeting

- It was agreed that the project team will reach out to the top five (5) stakeholder groups as soon as possible, with the goal to secure three (3) presenters for Meeting #5.
- It was agreed that the committee will next meet on Tuesday, November 24, 2020, from 4-7 p.m. at the Beaconsfield Carriage House in Charlottetown. The next following meeting will be at the same time and place on December 8, 2020, at which point the committee will break until the New Year and commence meetings alternated between Summerside and Charlottetown.
- Project Team communicated to the Advisory Committee the upcoming CPHO mask requirement

Adjournment

There being no further business, the meeting was adjourned by Co-Chairs James Bradley and Lori Robinson.