

Policy Statement Amendment Project - Project Charter V12

Purpose To support Trust Council's update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council's commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Policy Statement amendment drafting directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24) -IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) -Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) -Policy review and analysis by Trust Council's committees/working groups and staff (2020-22) -Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3	2019-2024
Present (FY 2024-25) - Review and revision of draft Policy Statement by Committee of the Whole and Trust Programs Committee	May 2024 - May 2025
Proposed Next Steps (FY 2025-26) -First Reading -Bylaw referral to IGBs, regional districts, Conservancy Board and others -Six-month public engagement (referrals to local trust committees and island municipalities with TAS support online and in-person where requested; Staff-led Trust Area-wide survey and workshop)	July 2025 Aug 2025 - March 2026 Sept 2025 - March 2026
Final Adoption (FY 2025-26/2026-27) - Trust Council receives referral responses and passes resolutions on further revisions required -Amendment drafting and amendment/ Second and Third Reading by Trust Council -Refer proposed bylaw to Minister with final FN/agency engagement report; allow six months for review - Ministerial Approval (estimated—no statutory timeline), and Adoption -Final graphic design and distribution, celebration event, implementation planning	April 2026 May - June 2026 June 2026 Oct 2026 Oct 2026— Nov 2026

Project Team		Budget			
Executive Committee COtW/TPC Director, TAS	Project Champion Policy Content Advisors Project Director	Item	FY 24-25	FY25-26	FY26-27
Sr. Policy Advisor	Project Manager & Policy Writer	Communications	\$10,000	\$26,000	\$7,000
Program Coordinator	Public Engagement Coordinator	Public Engagement	\$0	\$17,500	\$0
Communications Specialist	Communications Coordinator	Legal Review	\$25,000	\$10,000	\$10,000
Sr. Intergovtl Policy Advisor	First Nations Engagement Coordinator	Capacity Funding	\$4,000	\$0	\$20,000
		Total Activity Costs:	\$39,000	\$53,500	\$37,000

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Res#: 2025-142
Date: December 4, 2025

*Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.