

# Policy Statement Amendment Project - Project Charter V10

**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
<p><b>Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24)</b></p> <ul style="list-style-type: none"> <li>-IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023)</li> <li>-Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022)</li> <li>-Policy review and analysis by Trust Council’s committees/working groups and staff (2020-22)</li> <li>-Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023)</li> <li>- IGB Early engagement Phase 3</li> </ul>	2019-2024
<p><b>Present (FY 2024-25)</b></p> <ul style="list-style-type: none"> <li>- Review and revision of draft Policy Statement by Committee of the Whole at bi-monthly meetings</li> </ul>	May 2024 - May 2025
<p><b>Proposed Next Steps (FY 2025-26)</b></p> <p><b>-First Reading</b></p> <ul style="list-style-type: none"> <li>-Bylaw referral to IGBs, regional districts, Conservancy Board and others</li> <li>-Six-month public engagement (referrals to local trust committees and island municipalities with TAS support online and in-person where requested; Staff-led Trust-wide survey</li> </ul>	June 2025 July 2025 - Jan 2026 July 2025 - Jan 2026
<p><b>Final Adoption (FY 2025-26/2026-27)</b></p> <ul style="list-style-type: none"> <li>-Trust Council receives referral responses and passes resolutions on further revisions required</li> <li>-Amendment drafting and amendment/<b>Second</b> and <b>Third</b> Reading by Trust Council</li> <li>-Refer proposed bylaw to Minister with final FN engagement report; allow six months for review</li> <li>- <b>Ministerial Approval</b> (estimated—no statutory timeline), and <b>Adoption</b></li> <li>-Final graphic design and distribution, celebration event, implementation planning</li> </ul>	Feb 2026 March—April 2026 April 2026 Oct 2026 Oct 2026— Nov 2026

## Project Team

Executive Committee COtW/TPC Director, TAS	Project Champion Policy Content Advisors Project Director
Sr. Policy Advisor	Project Manager & Policy Writer
Program Coordinator	Public Engagement Coordinator
Communications Specialist	Communications Coordinator
Sr. Intergovtl Policy Advisor	First Nations Engagement Coordinator

## Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	\$10,000	\$26,000	\$10,000
Public Engagement	\$0	\$17,500	\$0
Legal Review	\$25,000	\$10,000	\$5,000
Capacity Funding	\$4,000	\$0	\$0
<b>Total Activity Costs:</b>	<b>\$39,000</b>	<b>\$53,500</b>	<b>\$15,000</b>

## Approved by:

Clare Frater, Director, TAS

## Endorsement: TC

Date: TC-2024-120, Dec. 04, 2024

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