



# Executive Committee Addendum

Date: Wednesday, February 3, 2021  
Time: 9:00 am  
Location: Electronic meeting, Public venue  
Islands Trust  
200-1627 Fort Street  
Victoria, BC V8R 1H8

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Pages

**6. TRUST COUNCIL MEETING PREPARATION**

**6.4. Trust Area Services**

**6.4.1. *Islands Trust Object and Policy Statement Amendment Discussion - Session Outline*** 2 - 3

**7. EXECUTIVE COMMITTEE PROJECTS**

**7.1. Trust Council Initiated**

**7.1.2. Trust Area Services**

**7.1.2.3. *Policy Statement Amendment Project Charter V4 - RFD*** 4 - 6

That Executive Committee approve the Policy Statement Amendment Project Charter v4.



## Islands Trust

**March 9, 2021**

### **Islands Trust Council**

#### **Islands Trust Object and Policy Statement Amendment Discussion**

**Background:** Following discussions at Trust Council and amongst Trust Program. Committee members regarding the interpretation of the Trust Object and other matters related to amendment of the Policy Statement, the Islands Trust Council voted in December to request the Executive Committee to allocate up to a full day of discussion around the Trust Policy Statement at the March 2021 Trust Council meeting.

To support the dedicated discussion, Trust Council voted to request the Trust Programs Committee to prepare questions for trustees regarding themes that have been emerging during discussion of the Policy Statement Amendment Project. Trust Programs Committee did request trustees to answer three questions (see attached):

1. How would you define the “unique amenities” that are to be preserved and protected “for the benefit of the residents of the Trust Area and of British Columbia generally”?
2. How do you feel that Islands Trust ecosystem preservation and protection policies relate to policies primarily about community need?
3. Would you like to see more mandatory directive policies in the Policy Statement? If so, are there particular topics where you would support more specific or explicit direction to local trust committees/island municipalities?

Trust Programs Committee also prepared a discussion paper to inform the conversations (attached).

**Purpose:** **To provide an opportunity for trustees to discuss their interpretations of the Object of the Trust, the desired level of prescriptiveness for Policy Statement amendments and other matters related to the Policy Statement Amendment Project.**

**Resources:** Russ Hotsenpiller, CAO  
Clare Frater, Director, Trust Area Services  
Lisa Wilcox, Senior Intergovernmental Policy Advisor  
Dilani Hippola, Senior Policy Advisor

**Islands Trust Object and Policy Statement Amendment Discussion  
Schedule:**

<b>TIME</b>	<b>TOPIC</b>	<b>FACILITATOR</b>
9:15 a.m. – 9:30 a.m.	Introductory Remarks	Clare Frater, Director, Trust Area Services
9:30 a.m. – 11:00 a.m.	Discussion Session #1 : Roundtable Discussion on the Islands Trust Object & Written Feedback from Trustees  (See three discussion questions listed on Page 4 and Pages 4-22 of Discussion Paper)	TPC Chair Deb Morrison
BREAK		
11:15 a.m. - 12:00 p.m.	Discussion Session #1 (cont...)	TPC Chair Deb Morrison
LUNCH BREAK		
12:45 p.m. – 2:45 p.m.	Discussion Session #2:  Dialogue regarding Reconciliation and First Nation Engagement (See Discussion Paper Section 2.1 on Pages 24-27)  Sharing of ideas about policy directions on Climate Change (See Discussion Paper Section 2.2 on Pages 28-30)  Sharing of ideas about policy directions on Affordable Housing (See Discussion Paper Section 2.3) (Pages 31-33)	TPC Chair Deb Morrison  with support from Lisa Wilcox, Senior Intergovernmental Policy Advisor and Trust Area Services Staff
BREAK		
3:00 p.m. – 5:00 p.m.	Discussion of Trustee-Sponsored RFDs pertaining to the Policy Statement Amendment Project	Chair Peter Luckham



# REQUEST FOR DECISION

**To:** Executive Committee **For the Meeting of:** February 3, 2021  
**From:** Trust Area Services. **Date Prepared:** February 2, 2021  
**SUBJECT** Policy Statement Amendment Project Charter v4

**RECOMMENDATION: That Executive Committee approve the Policy Statement Amendment Project Charter v4.**

**TAS DIRECTOR COMMENTS:** The revised project charter offers an updated budget. Staff have determined that an additional \$10,000 is required to complete the project. The increased in costs are due to with the increase in project scope approved in November 2020 to add additional engagement events as well as increase in legal costs. This change is administrative in nature as an additional \$10,000 was already included in Draft 2 v1 of the budget so this change to the project charter will not result in an increase to the budget.

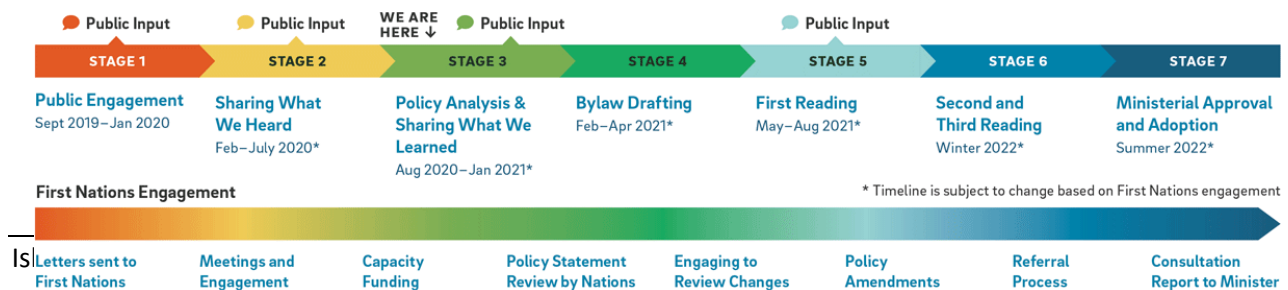
**1 PURPOSE:** To seek Executive Committee’s review of a revised Project Charter v4 for the Policy Statement Amendment Project.

**2 BACKGROUND:**

Trust Council’s Policy Statement Amendment Policy (1.2.i) states that, each term, Trust Council will identify Policy Statement review and/or amendment tasks. The Islands Trust Council has assigned the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate an update of the Policy Statement. Council has directed that this update include:

- Update to the Introduction, Part 1, Part 2 and Schedule 1 - Definitions sections;
- Addition of climate change mitigation, resilience, and adaptation policies to Parts 3, 4 and 5;
- Addition of a definition of ‘affordability’;
- Addition of a vision, goal and objectives for affordable housing;
- Greater profile for affordable housing in its role in sustainable communities; and
- Addition of a reference to affordable housing in policy direction to LTCs and municipalities.

The timeline graphic below shows that we are now in Stage 3 of the project (Policy Analysis and Sharing What We Learned). The proposed new Project Charter v4 (Attachment 1) only includes a change the budget.



### 3 IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** None.

**FINANCIAL:** The additional \$10,000 was already included in Draft 2 v1 of the budget so this change to the project charter will not result in an increase to the budget.

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** Staff will continue to support Trust Programs Committee and Executive Committee to implement the Project Charter v4 and will promote public engagement processes through a variety of media.

**FIRST NATIONS:** This change ensures that there will be sufficient project funding for First Nations engagement.

**OTHER:** N/A

4 **RELEVANT POLICY(S):** 6.3.1 Budget Process

5 **ATTACHMENT(S):**

1. Policy Statement Amendment Project Charter v4

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### RESPONSE OPTIONS

**Recommendation:** That Executive Committee approve the Policy Statement Amendment Project Charter v4.

**Alternatives:**

1. That Executive Committee approve the Policy Statement Amendment Project Charter v4, as amended.
2. That Executive Committee request that staff provide additional advice or background materials.

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**Prepared By:** Clare Frater, Director Trust Area Services

**Reviewed By/Date:** Russ Hotsenpiller, Chief Administrative Officer / February 2, 2021

# Policy Statement Amendment Project - Project Charter v4

**Purpose** To support a Policy Statement Amendment process that encompasses First Nations and public engagement and that leads to a bylaw approved by Trust Council and the Minister.

**Background** Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, to coordinate a review of the Policy Statement, specifically the Introduction, Part I, Part II and Schedule 1 - Definitions sections, and climate and housing policies, and to undertake meaningful engagement with First Nations in the process. With the project in progress, the 2020/21 budget will be used for engagement with First Nations, public engagement, referrals to agencies/First Nations, and legal review.

## Objectives

- Updated preamble and definitions
- Acknowledgement of First Nations treaty and traditional territory; and UNDRIIP/ DRIPA / TRC / MMIWG
- Addition of climate and housing policies and other topics raised by First Nations
- Engagement with First Nations on policy amendments
- Re-familiarization of all parties and public with amendment processes

## In Scope

- FN / community engagement / intergovernmental advisory group
- Policy analysis
- Drafting
- Legal review
- Referral process and public input
- First, Second, Third & Fourth Readings by Trust Council
- Refer to Minister
- Implementation plan

## Out of Scope

- Treaty or territorial negotiations
- Consequential amendments to OCPs and LUBs

## Workplan Overview

Major Deliverable/Milestone	Date
-FN Engagement; Public Engagement 1: Islands 2050 In-Person & Online Engagement -FN Engagement; What We Heard Report; Policy Analysis; TPC Working Group Review; -FN Engagement; Public Engagement 2: What We Learned Report & Online Survey/Forum -Staff Draft Amendments to Policy Statement Bylaw; TPC/RPC/EC Review; Inter-Agency Review; Legal Review; Consultative Area Database (FN Engagement) Report to Minister	June 2019 – January 2020 January – December 2020 January 2021 February – April 2021
- <b>First Reading</b> (Special Trust Council Meeting) -First Nations & Agency Referrals; Public Engagement 3 (Online Survey/Forum); Statutory Advertising -Trust Council Considers Input / Redrafts As Needed; Second Legal Review, Second Referral to First Nations; Second Consultative Area Database Report to Minister	May 2021 May – August 2021 September – November 2021
- <b>Second Reading</b> - <b>Third Reading (Scenario 1)</b> —minor changes made and passed to Third Reading at same meeting) - <b>Third Reading (Scenario 2)</b> —substantive changes needed before Third Reading) -Refer Proposed Bylaw to Minister with Final FN Engagement Report. Allow Six Months for Review.	December 2021 1) December 2021 or 2) March 2022 1) Jan 2022 or 2) April 2022
- <b>Fourth Reading</b> ; Post Policy Statement to Website; Draft Implementation Plan	1) June 2022 or 2) Sept 2022

Project Team		Budget 2019-2022 (20/21 est. \$26K, 21/22 \$29K)	
TPC/EXEC	Project Champions	Item	Cost
Clare Frater	Project Manager	FN Engagement	\$30,000
Dilani Hippola	Policy Analysis	Public Engagement	\$36,500
Lisa Wilcox	FN Engagement	Graphic Design	\$9,000
Gillian Nicol	Public / FN Engagement	Legal Review	\$14,500
<b>Approved by:</b> Clare Frater, Director, TAS	<b>Endorsement:</b> Date:	Statutory Advertising	\$10,000
		<b>Total Activity Costs:</b>	\$100,000
			<b>6</b>