



## Financial Planning Committee Minutes of Meeting

**Date:** December 4, 2018

**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Members Present:** Peter Grove, Chair  
Paul Brent, Vice Chair (via go to meeting)  
Tahirih Rockfella  
Peter Luckham, EC Rep  
Sue Ellen Fast, EC Rep  
Laura Patrick, EC Rep  
Dan Rogers, EC Rep (via go to meeting)  
Robin Williams, ITC Rep

**Members Absent:** None

**Staff Present:** Julia Mobbs, Director Administrative Services  
Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director Local Planning Services  
Clare Frater, Director Trust Area Services  
Jas Chonk, Recorder

### 1. CALL TO ORDER

The meeting was called to order at 10:03 a.m.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

6.1 Green Economics Seminar

#### 2.2 Approval of Agenda

**By General Consent**, the agenda was approved as amended.

### 3. ADOPTION OF MINUTES / COORDINATION

#### 3.1 Minutes of Meetings – November 21, 2018

**By General Consent**, the Financial Planning Committee minutes of November 21, 2018 were adopted as presented.

#### 3.2 Follow up Action List

Director Mobbs provided an update on each of the items in the follow up action list.

#### **4. TRUST COUNCIL BUSINESS**

##### **4.1 Draft 2019/20 Budget - Revised**

###### **4.1.1 Draft 2019/20 Budget Session Outline - Revised**

###### **4.1.2 Draft 2019/20 Budget Assumptions & Principles**

The Committee agreed to delete under item 9 Provincial Funding reference to \$125,000 in service integration funding related to Salt Spring Island because funding no longer available from the Province.

###### **4.1.3 Draft 2019/20 Budget Overview**

###### **4.1.4 Draft 2019/20 Budget Detail**

###### **4.1.5 Draft 2019/20 Budget Funding Requests**

###### **4.1.5.1 Summary of 2019/20 Budget Funding Requests**

The summary of budget requests was reviewed in detail with questions and discussion on each of the items.

###### **4.1.5.2 2019/20 Budget Funding Request Business Cases**

##### **FPC-2018-29**

**It was MOVED and SECONDED,**

that the Financial Planning Committee forward the budget documents included in Section 4.1 "Draft 2019/20 Proposed Budget Revised" to Trust Council as amended.

**CARRIED**

##### **4.2 2019/20 Proposed Budget - Public Consultation Materials - Briefing**

Director Frater gave an overview of the budget consultation documents and asked for feedback on the proposed public consultation materials for the 2019-20 proposed budget.

Paul Brent left the meeting at 12:00 p.m.

The meeting recessed at 12:02 p.m. and reconvened at 12:29 p.m.

Dan Rogers joined the meeting at 12:29 p.m.

##### **4.3 Policy 7.2.1 Trustee Remuneration Amendment**

##### **FPC-2018-30**

**It was MOVED and SECONDED,**

that Financial Planning Committee approve the amended wording of Policy 7.2.1 Trustee Remuneration and forward the amended policy to Trust Council for approval.

**CARRIED**

**5. BUSINESS**

**5.1 March 31, 2018 Allocated Financial Statements**

Discussion ensued.

**FPC-2018-31**

**It was MOVED and SECONDED,**

that Financial Planning Committee forward the March 31, 2018 Allocated Financial Statements with the additions of Bowen Island Municipality allocations, and an adjustment to show special property tax requisitions separately, to Trust Council as amended.

**CARRIED**

**5.2 Trustee Laptops Update - Briefing**

CAO Hotsenpiller provided Financial Planning Committee with an update on the plan to address concerns expressed by trustees regarding the recently deployed laptops.

**FPC-2018-32**

**It was MOVED and SECONDED,**

that Financial Planning Committee endorse the Executive Committee's decision around trustee laptops.

**CARRIED**

**6. NEW BUSINESS**

**6.1 Green Economics Seminar**

Trustee Fast provided this for information and noted that she will be attending this in February and will report to the Committee.

**7. NEXT MEETING**

The next meeting will be held Monday, January 21, 2019.

**8. ADJOURNMENT**

**By General Consent,** the meeting adjourned at 1:12 p.m.

---

**Peter Grove, Chair**

**Certified Correct**

---

**Jas Chonk, Recorder**