



Financial Planning Committee

Minutes of Meeting

Date: Wednesday, October 31, 2012
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present: Gary Steeves, Chair
Peter Grove, Vice-Chair
Paul Brent (by phone)
Peter Luckham
Sheila Malcolmson
David Graham
Ken Hancock
Jeanine Dodds
Louise Decario
Susan Morrison

Staff Present: Cindy Shelest, Director Administrative Services
Nancy Roggers, Finance Officer
Linda Adams, Chief Administrative Officer
David Marlor, Director Local Planning Services
Lisa Gordon, Director Trust Area Services

Others Present: Jennifer Eliason - Trust Fund Manager

1. CALL TO ORDER

The meeting was called to order at 10:00 am

2. APPROVAL OF AGENDA

By general consent the Committee approved the agenda as presented.

3. MINUTES / COORDINATION

3.1. Minutes of Meetings

The minutes of August 22, 2012 were adopted by general consensus as amended.

4. BUSINESS

4.1. Draft 2013/14 Budget Review

Trustee Steeves advised the Committee of the methodology for review of the budget documents.

Director of Administrative Services Cindy Shelest reviewed the budget assumptions and principles document explaining changes that have been made since the last presentation of the document.

Director of Administrative Services Cindy Shelest reviewed the 13/14 budget for revenue and expenditures with the Committee on a line-by-line basis.

Trust Fund Manager Eliason reviewed the Islands Trust Fund requests for the 2013/14 budget.

11:15 Trust Fund Manager Eliason left the meeting

Director of Administrative Services Cindy Shelest resumed review of the 2013/14 budget.

Director of Local Planning Services David Marlor reviewed the Scientific Studies budget information with the Committee.

Break for lunch at 12:00

12:30 reconvene after lunch

Trustee Brent joined the meeting by phone at 12:30

Director of Administrative Services Cindy Shelest returned to the budget review. Director of Local Planning Services David Marlor review the legal expenditures and GIS Software and Consulting budgets with the Committee.

1:55 - Trustee Hancock left the meeting

Trust Fund Manager Jennifer Eliason joined the meeting at 2:20

Trust Fund Manager Jennifer Eliason provided a briefing of the Islands Trust Fund projects in the budget for 2013/14.

Trust Fund Manager Jennifer Eliason left the meeting at 2:40

Director of Local Planning Services David Marlor reviewed the Local Trust Committees Projects 2013/14 budget requests and the briefing on funding for the Riparian Area Regulations meetings and mapping.

Resolution FIN885/12

It was MOVED and SECONDED
that the Financial Planning Committee request staff to draft a 2013/14 budget
recommendation that would keep tax increases to the rate of inflation.

CARRIED

4.2. 2013 Proposed FPC Meeting Dates

By general consent the Committee adopted the meeting schedule as presented.

5. NEW BUSINESS

None

6. NEXT MEETING

The next meeting will be take place on Wednesday, November 14, 2012.

7. ADJOURNMENT

BY GENERAL CONSENT, the meeting adjourned at 2:55 pm.

Gary Steeves, Chair

/Certified Correct

Nancy Roggers, Secretary and Recorder