



## Financial Planning Committee Minutes of Meeting

**Date:** January 19, 2016  
**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Members Present** Peter Grove, Chair  
Alison Morse, Vice-Chair  
George Harris, Local Trustee (by phone)  
Derek Masselink, TPC Rep (by phone)  
Paul Brent, LPC Rep  
Dereck Atha, TFB Rep (by phone)  
Peter Luckham, EC Rep  
Laura Busheikin, EC Rep  
George Grams, EC Rep  
Susan Morrison, EC Rep

**Staff Present** Cindy Shelest, Director Administrative Services  
Nancy Roggers, Finance Officer  
Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director Local Planning Services  
Lisa Gordon, Director Trust Area Services  
Pamela Hafey, Communications Specialist

### 1. CALL TO ORDER

The meeting was called to order at 11:00 am

### 2. APPROVAL OF AGENDA

**By general consent** the Committee approved the agenda as presented.

### 3. ADOPTION OF MINUTES / COORDINATION

#### 3.1 Minutes of Meeting - November 18, 2015

It was noted that Susan Morrison attended the November 18, 2015 meeting in person and that the minutes should reflect this.

The minutes were adopted by general consensus as amended.

#### 3.2 Follow up Action List

The Follow up Action List was received for information.

Trustees Grove, Morse, Brent along with Director Shelest and Finance Officer Roggers will meet to review and discuss the allocated financial statements.

## 4. BUSINESS

### 4.1 General Discussion 2016/17 Budget

Director Shelest advised changes to budget since November, 2015 as follows:

- Reduction to the Victoria Office move budget as requested at December Trust Council;
- Bowen calculation has been reviewed and discussed with Bowen Municipality representatives.

Director Shelest advised that Non market growth numbers were received from BC Assessment and that the Non market growth will be adjusted. Adjustments will be reflected on the budget that comes back to the Committee at their March 2<sup>nd</sup> meeting.

The Committee requested that some of the accounts be consolidated on the budget spreadsheet to be included in the budget consultation package.

Trustee Harris arrived at 11:30 by phone

#### **FPC-2016-001**

It was MOVED and SECONDED

that in respect of the budget materials for public consultation that the Financial Planning Committee include the 2014/15 actual numbers as a fourth column and the 2014/15 budget as a fifth column.

**CARRIED**

Trustee Masselink and Busheikin opposed

The Committee requested that some accounts on the budget be consolidated and renamed to provide summary information in the budget consultation package.

### 4.2 2016/17 Budget - Public Consultation documents

Director Gordon gave an overview of the public consultation documents. She also advised how documents will appear on the website. Ads will appear starting Monday, February 26, 2016.

The Committee reviewed the public consultation documents and request various changes.

Adjourn at 12:10 pm for lunch

Reconvene at 12:32 pm

**FPC-2016-002**

It was MOVED and SECONDED that the Financial Planning Committee approve the attached public consultation package as amended.

**CARRIED**

**FPC-2016-003**

It was MOVED and SECONDED that the Financial Planning Committee approve the draft procedure for responding to public input to Trust Councils budget process.

**CARRIED**

**4.3 Briefing Lasqueti, Denman, Gabriola, and Gambier Island LTC budgets for the 2015/16 fiscal year**

The document was received for information.

**4.4 Adaptation Principles and Objectives Approved in Principle by Trust Council**

Director Shelest advised that the adaptation principles and objectives was approved in principle by Trust Council and that it is now on the FPC agenda for information.

**5. NEW BUSINESS**

Trustee Grams asked how the gap between Salt Spring Island's contribution versus the services they receive and governance issue will be dealt with in the event that there is no Salt Spring Island incorporation. He was advised that Trust Council had referred these issues to the Executive Committee by resolution at the December, 2015 Trust Council meeting.

Chief Administrative Officer Hotsenpiller advised that a business case would be presented at the March 2, 2016 Financial Planning Committee Meeting about the funds allocated in the 2015/16 budget for First Nations consultation showing how staff were recommending moving forward.

Trustee Luckham advised that the KPMG information systems audit report would be coming to the March, 2016 meeting. He advised that the Committee would need to determine if there would be financial impacts to the recommendations made by KPMG for possible inclusion in the 2016/17 budget.

**6. NEXT MEETING**

The next meeting will be take place on March 2, 2016.

**7. ADJOURNMENT**

**By general consent** *the meeting adjourned at 1:21 pm.*

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Peter Grove, Chair

/Certified Correct

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Nancy Roggers, Secretary and Recorder