



## Financial Planning Committee Minutes of Meeting

**Date:** May 30, 2018

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

**Members Present**

Peter Grove, Chair  
Alison Morse, Vice-Chair  
Paul Brent, LPC Rep (via phone)  
Peter Luckham, EC Rep  
George Grams, EC Rep  
Brian Crumblehulme, TPC Rep  
Robin Williams, TFB Rep  
George Harris, Local Trustee (via phone)  
Laura Busheikin, EC Rep (via phone)  
Susan Morrison, EC Rep

**Staff Present**

Julia Mobbs, Director Administrative Services  
Russ Hotsenpiller, Chief Administrative Officer  
David Marlor, Director Local Planning Services  
Clare Frater, Director Trust Area Services  
Nancy Roggers, Finance Clerk  
Jas Chonk, Recorder

### 1. CALL TO ORDER

The meeting was called to order at 10:45 a.m.

### 2. APPROVAL OF AGENDA

#### 2.1 Introduction of New Items

4.3 LTC Specific Reserve Fund - RFD

#### 2.2 Approval of Agenda

FPC-2018-008

It was **MOVED** and **SECONDED**,  
that the Committee approve the agenda as amended.

**CARRIED**

### 3. ADOPTION OF MINUTES / COORDINATION

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

By **General Consent**, the minutes of February 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.

CAO Hotsenpiller provided update on Council Committee system that is going to June Trust Council meeting.

## **4. TRUST COUNCIL BUSINESS**

### **4.1 March 31, 2018 Audited Financial Statements - RFD**

#### **FPC-2018-009**

**It was MOVED and SECONDED,**

that Financial Planning Committee receives the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2018, and forwards them to Trust Council for approval.

**CARRIED**

### **4.2 Financial Planning Committee Work Program**

Staff to update the Financial Planning Committee's top priorities and forward the amended work program to June Trust Council.

### **4.3 LTC Specific Reserve Fund: Approval and Initial Funding**

Paul Brent noted that he wants the minutes to reflect that he is opposed to using the LTC Reserve Fund to increase staffing.

#### **FPC-2018-010**

**It was MOVED and SECONDED,**

that the Request for Decision "LTC Specific Reserve Fund: Approval and Initial Funding" as amended be forwarded to the June 2018 Trust Council meeting.

**CARRIED**

## **5. BUSINESS**

### **5.1 2017/18 Financial Results - Briefing**

The briefing provides an analysis of actual expenditures compared to budget for the fiscal year ended March 31, 2018. Briefing was received as information.

### **5.2 FPC Section of 2017/18 Annual Report - RFD**

#### **FPC-2018-011**

**It was MOVED and SECONDED,**

that the Financial Planning Committee approves the attached text for inclusion in the 2017/18 Annual Report as amended for approval by Trust Council and submission to the Minister of Municipal Affairs and Housing.

**CARRIED**

**5.3 Salt Spring Island Staffing Allocations**

Director Marlor provided overview to the Committee in regards to the briefing.

**FPC-2018-012**

**It was MOVED and SECONDED,**

that the Financial Planning Committee recommends additional staffing for Salt Spring Island planning and that budget amendment be made if required.

**CARRIED**

**6. NEW BUSINESS**

No new business.

**7. NEXT MEETING**

The next meeting will be held Wednesday, August 29, 2018.

**8. ADJOURNMENT**

**By General Consent,** the meeting adjourned at 12:10 p.m.

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Peter Grove, Chair

Certified Correct

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Jas Chonk, Recorder