

ADOPTED



Financial Planning Committee Minutes of a Regular Meeting

Date: August 19, 2020
Location: Electronic Meeting

Members Present: Peter Grove, Chair
Paul Brent, Vice Chair
Peter Luckham, Executive Committee Representative
Sue Ellen Fast, Executive Committee Representative
Laura Patrick, Executive Committee Representative
Dan Rogers, Executive Committee Representative
Kate-Louise Stamford, Islands Trust Conservancy Board Representative
Laura Busheikin, Local Planning Committee Representative
Scott Colbourne, Trust Programs Committee Alternate Representative

Regrets: Tahirih Rockafella, Local Trustee

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Julia Mobbs, Director, Administrative Services
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Robert Barlow, Legislative Services Clerk/Recorder

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m. Chair Grove acknowledged with respect that we are grateful to be able to gather together within locations across the traditional and treaty territories of the Coast Salish People.

2. AGENDA

2.1 Introduction of New Items

None

2.2 Approval of Agenda

By general consent the agenda was approved as presented.

3. ADOPTION OF MINUTES / COORDINATION

3.1 Minutes of Meetings

3.1.1 Financial Planning Committee Minutes of May 27, 2020

ADOPTED

By general consent the Financial Planning Committee Minutes of May 27, 2020, were adopted as presented.

3.2 Resolutions Without Meeting

None

3.3 Follow up Action List

Director, Administrative Services (DAS) Mobbs provided an update on the items in progress.

4. TRUST COUNCIL BUSINESS

4.1 2019/20 Statement of Financial Information (SOFI) - RFD

FPC-2020-026

It was **MOVED** and **SECONDED**, that the 2019/20 Statement of Financial Information as presented be forwarded to Trust Council for information.

CARRIED

4.2 June 30, 2020 Quarterly Financial Report - RFD

FPC-2020-027

It was **MOVED** and **SECONDED**, that Financial Planning Committee forward the June 30, 2020 Quarterly Financial Report to Trust Council as presented.

CARRIED

4.3 2021/22 Draft Budget Information

FPC-2020-028

It was **MOVED** and **SECONDED**, that the 2021/22 Draft Budget Information, including the Budget Cycle Timelines and Budget Assumptions and Principles, be forwarded to Trust Council.

CARRIED

4.4 2021/22 Budget Public Consultation Plan – Briefing

ADOPTED

Director, Trust Area Services (DTAS) Frater presented the briefing. Discussion included the following points:

- lessons learned from the past budget consultations need to be incorporated into the current plan;
- public involvement in budget discussions appears to be increasing, possibly as a result of more extensive use of social media;
- although survey results may not be statistically significant in terms of islander populations, responses to the survey are valuable;
- caution is needed to not influence responses by the nature of the questions;
- there is no ability to identify where responders to the survey reside; and
- using specific social media platforms could raise concerns, and likely direction is needed from Trust Council as to how to utilize them appropriately, if at all.

FPC-2020-029

It was MOVED and SECONDED,

that the Financial Planning Committee approve the 2021/22 Budget Public Consultation project charter, dated August 19, 2020.

CARRIED

4.5 Costs of Processing Land-Use Applications - Briefing

Director, Local Planning Services (DLPS) Marlor presented the briefing. He indicated that information in regards to staff time spent on processing applications will continue to be collected and that an analysis of the information and recommendations will occur at a later date.

FPC-2020-030

It was MOVED and SECONDED,

that the Cost of Processing Land-Use Applications briefing be sent to Trust Council for information.

DEFEATED

CAO Hotsenpiller joined the meeting at 11:07 a.m.

4.6 FPC Top Priorities

Director, Administrative Services (DAS) Mobbs presented the Top Priorities list.

FPC-2020-031

ADOPTED

It was **MOVED** and **SECONDED**,
that the Review of the Surplus Fund be #3 in the Top Priorities list and the
current item #3 (Review of Trustee Remuneration) be moved to the Projects list.

CARRIED

5. BUSINESS

5.1 Accumulated Surplus Fund Analysis - Briefing

DAS Mobbs indicated that the briefing is a preliminary review for discussion purposes. It includes a description of the history and current use of surplus funds but is not a complete analysis of future possibilities, options or recommendations.

FPC-2020-032

It was **MOVED** and **SECONDED**,
that Financial Planning Committee direct staff to explore the use of the
Accumulated Surplus Fund with a focus to developing alternatives for possible
policy changes.

CARRIED

The committee recessed at 11:50 a.m. and reconvened at 12:20 p.m.

5.2 LPC Application Fees Review - Briefing

DLPS Marlor presented the briefing for information, indicating that the review of LTC application fees is ongoing work and that more work will be completed and incorporated into the briefing to be returned to the next Local Planning Committee meeting in November for their review. DLPS Marlor spoke to the challenge of making comparisons with other local governments and clarified that although this project is not included in the current Strategic Plan, it was initiated in 2011 prior to the establishment of the Strategic Plan, was not completed, and the Local Planning Committee directed staff to renew work on this item. Trustee Fast indicated that she would forward to the Committee for information a Bowen Island Municipality report in regards to Planning and Development Fees that includes a review of comparable communities' fees.

5.3 Collecting a Percentage of Zoning Uplift in Property Value - RFD (Trustee Sponsored)

Trustee Fast presented the Request For Decision that provides an overview of options regarding capture of zoning uplift as used in other communities.

ADOPTED

FPC-2020-033

It was MOVED and SECONDED,

that the Financial Planning Committee request staff to develop a report with alternatives for capturing a percentage of any zoning uplift in property values for the benefit of Trust Area communities and ecosystems.

CARRIED

6. NEW BUSINESS

None

7. TOWN HALL & DELEGATIONS

None

8. CLOSED MEETING

FPC-2020-034

It was MOVED and SECONDED,

that the Financial Planning Committee meeting be closed to the public subject to section 90 (1)(k) of the Community Charter in order to consider negotiations and related discussions respecting the proposed provision of a service that is at preliminary stages and that, in the view of the Committee, could reasonably be expected to harm its interests if they were held in public; and that Islands Trust staff be invited to attend the meeting.

CARRIED

The Financial Planning Committee closed the meeting at 1:08 p.m. and reconvened in open meeting at 1:14 p.m. without report.

9. RISE AND REPORT

The Financial Planning Committee did not provide a report.

10. NEXT MEETING

The next meeting of the Financial Planning Committee will be held October 14, 2020.

ADOPTED

11. ADJOURNMENT

By general consent the meeting adjourned at 1:15 pm.

Peter Grove, Chair

CERTIFIED CORRECT:

Robert Barlow, Legislative Services Clerk/Recorder