



**Financial Planning Committee
Minutes of Regular Meeting**

Date of Meeting: January 19, 2022
Location: Electronic Meeting

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

Member Regrets: Tahirih Rockafella, Local Trustee

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

Others Present: Three members of the public

1. CALL TO ORDER

The meeting was called to order at 10:01 a.m.

2. APPROVAL OF AGENDA

2.1 New Items and Re-ordering of the Agenda

The following material was presented for consideration:

- Item 8.1 – a Denman Island Local Trust Committee resolution from their January 13, 2022 meeting that they wish the Financial Planning Committee to consider.

2.2 Approval of Agenda

By general consent the Committee approved the agenda as amended.

3. ADOPTION OF MINUTES / COORDINATION

ADOPTED

3.1 Minutes of Meetings

3.1.1 Financial Planning Committee Draft Minutes of November 10, 2021

By general consent the Committee approved the minutes as presented.

3.2 Resolutions Without Meeting

None.

3.3 Follow up Action List

Director Mobbs provided status updates to items that were currently in progress, noting review of Trust Council policies 6.5.1 Reserves and Surplus, and 7.2.1 Trustee Remuneration have been delayed to a future meeting due to staff absences reducing work capacity.

4. PUBLIC COMMENT PERIOD

Mairead Boland of Saturna Island spoke in regards to the budget public consultations/survey process and her own survey that she had recently conducted in regards to the Islands Trust budget. She also read aloud a letter from Marjorie Gang of Denman Island which described some suggestions for expenditure reduction. Don Korbin of North Pender Island spoke in regards to budget reduction.

5. DELEGATIONS

None.

6. TRUST COUNCIL BUSINESS

6.1 Budget Public Consultation

Director Frater presented the draft public engagement survey for the Committee's review, highlighting the changes from previous surveys.

FPC-2022-001

It was MOVED and SECONDED,

that Financial Planning Committee request staff to provide options with regards to earlier consultation on the budget and budget process.

CARRIED

The Committee discussed the draft Public Engagement Survey and Director Frater recorded the Committee's suggested changes.

Committee recessed at 12:06 p.m. and reconvened at 12:46 p.m.

ADOPTED

The Committee resumed discussion of the draft Public Engagement Survey and suggested further changes.

Director Frater indicated that staff would incorporate the suggested changes, distribute a news release, update the website, promote the survey through social media and subscriber notices, and notify all trustees. It was suggested that the revised survey should be reviewed by Chair Grove and Vice Chair Brent prior to release.

6.2 2022/23 Budget: Draft 2, Version 1

6.2.1 Changes to the Budget – Briefing

Director Mobbs introduced the briefing, indicating that changes to the budget from Trust Council decisions had been incorporated, and new data from BC Assessment related to property values within the Trust Area including non-market changes and folio counts had also been incorporated.

6.2.2 Budget Numerical Detail

Presented for information.

6.2.3 Surplus Funds Allocation

Presented for information.

6.2.4 Projects Lists - LTC, Strategic, Operational

Presented for information.

6.2.5 Project Business Cases

Presented for information.

Committee discussion included:

- Trustee Brent stated that he wanted it noted that he is not in favour with the current draft budget.
- The Committee will wait to receive public input through the survey before making further recommendations to Trust Council on changes to the budget.
- A desire to amend how the budget for the Islands Trust Conservancy is presented, to ensure greater clarity and include grant money received, land and money donations received, and programs provided.
- Comparing Islands Trust Conservancy program with other land conservancy agencies may be of value.

6.3 Webinar Re: Proposed 2022/23 Budget

ADOPTED

Director Frater provided a verbal review of the public consultation webinar scheduled for January 27, 2022 at 7:00 p.m. A panel will consist of Trust Council Chair Luckham, Financial Planning Committee Chair Grove and Director Mobbs. The focus of the webinar will be on providing information and answering questions.

Chair Grove addressed agenda item 8.1 prior to agenda item 7.1.

8. NEW BUSINESS

8.1 Denman Island Local Trust Committee Resolution referred to Financial Planning Committee

Trustee Stamford indicated that on January 13, 2022, the Denman Island Local Trust Committee made the following resolution:

“That the Denman Island Local Trust Committee request that Trust Council consider adding a full time staff position to the 2022/23 Fiscal year budget for electronic meeting support.”

This will be presented to the next Financial Planning Committee meeting for consideration.

7. BUSINESS

7.1 Building Permit Review Cost Recovery Options

Director Marlor presented the briefing, indicating that there are two options to explore if Islands Trust would like to develop building permit review cost recovery: Option A - voluntary agreement with the Regional Districts, or Option B - regulatory amendments. It was noted that option A may be appropriate to start with and fits with the Islands Trust mandate to cooperate with other agencies.

Trustee Patrick left the meeting at 2:15 p.m.

It was MOVED and SECONDED,
that Financial Planning Committee request staff to explore option A for cost recovery of building permit reviews

FPC-2022-002

It was MOVED and SECONDED,
That the motion “that Financial Planning Committee request staff to explore option A for cost recovery of building permit review ” be amended by adding the words “recommend to Trust Council that Trust Council” be added after the word “Committee” and before the word “request”.

DEFEATED

FPC-2022-003

It was MOVED and SECONDED,

ADOPTED

that Financial Planning Committee request staff to explore option A for cost recovery building permit review.

CARRIED

The Committee returned to agenda item 6.1

6.1 Budget Public Consultation

FPC-2022-004

It was MOVED and SECONDED,

that Financial Planning Committee approve the amended 2022/23 budget public engagement survey.

CARRIED

The Committee returned to agenda item 6.3

6.3 Webinar Re: Proposed 2022/23 Budget

FPC-2022-005

It was MOVED and SECONDED,

that Financial Planning Committee request Islands Trust Conservancy Chair Stamford be part of the January 27, 2022 budget information webinar.

CARRIED

9. NEXT MEETING

Wednesday, February 16 from 10:30 a.m. to 3:00 p.m. It was noted that the Audit Committee will be meeting from 10:00 a.m. to 10:30 a.m. on that date.

10. ADJOURNMENT

By general consent the meeting adjourned at 2:24 p.m.

Peter Grove, Chair

Certified Correct:

Robert Barlow, Legislative Services Clerk/Recorder