

**Meeting Minutes  
Finance Committee**

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**Wednesday, March 16, 2016**

**11:30 AM**

**6th Floor Boardroom**

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**PRESENT:**

Directors: D. Howe (Chair), K. Williams (Vice-Chair), R. Atwell, S. Brice, V. Derman, C. Stock (for A. Finall), M. Hicks, J. Ranns, B. Desjardins (Board Chair, ex-officio)  
Staff: R. Lapham, Chief Administrative Officer; D. Lokken, General Manager, Finance and Technology; K. Lorette, General Manager, Planning and Protective Services; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; R. Sharma, Senior Manager, Financial Services; M. Stock, Manager, Employee Relations; B. Reems, Corporate Officer; P. Perna, Committee Clerk (Recorder)

ABSENT: Director L. Helps

The meeting was called to order at 11:30 am.

**1. Approval of Agenda**

**MOVED by Alternate Director Stock, SECONDED by Director Atwell,  
That the agenda for the March 16, 2016 Special Finance Committee Meeting be  
approved.  
CARRIED**

**2. Presentations/Delegations**

None.

**3. Committee Business**

**3.1. [16-423](#) 2016 Staff Establishment Chart - Resources Rationale**

R. Lapham provided an overview of the report.

Discussion ensued on the following:

- \* staffing for core operating functions are not driven by what can be put off per priority
- \* cutting back services
- \* critical services to address clean water and manage sewage
- \* to limit the number of full time employees, the Board needs to be aware of the need to eliminate some requirements and services
- \* the question not being answered regarding if the work can be done without adding positions
- \* against adding CUPE positions because, if reductions are needed, it is usually within operation functions rather than staff positions
- \* concern that if keep adding priorities, costs will continue to go up

**MOVED** by Director Derman, **SECONDED** by Director Brice,  
That the Finance Committee recommend to the Capital Regional District Board:  
That the 2016 Staff Establishment Chart and Resources Rationale report be  
received for information.

**CARRIED**

**OPPOSED:** Director Ranns

**3.2.**     [16-106](#)

UBCM Grant Application for Piers Island - Letter of Support

D. Lokken advised that the Piers Island Fire Department cannot qualify on their own for their grant application for the Piers Island FireSmart Protection Project unless the Capital Regional District commits to provide administration of the grant.

**MOVED** by Director Brice, **SECONDED** by Director Derman,  
That it be recommended to the Capital Regional District Board:  
That the Capital Regional District Board support the proposed activities and  
commit to provide overall grant management for the "Piers Island FireSmart  
Protection Project"

**MOVED** by Director Hicks, **SECONDED** by Director Brice,  
That it be recommended to the Capital Regional District Board:  
That the Capital Regional District Board support the proposed activities and  
commit to provide overall grant management for the "Piers Island FireSmart  
Protection Project" subject to the administrative costs being carried by the  
Southern Gulf Islands Electoral Area.

**CARRIED**

**4. Adjournment**

**MOVED** by Director Derman, **SECONDED** by Alternate Director Stock,  
That the March 16, 2016 Special Finance Committee meeting be adjourned at  
12:35 pm.

**CARRIED**

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Chair

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Recorder