



# TOWN OF LAKE COWICHAN

## Finance and Administration Committee

Tuesday, April 11<sup>th</sup>, 2017 at 5:00 p.m. – Council Chambers

### AGENDA

- |  | <b>Page #</b> |
|--|---------------|
| <b>1. <u>CALL TO ORDER</u></b>   |               |
| <b><u>INTRODUCTION OF LATE ITEMS</u></b> (if applicable)   |               |
| <b>2. <u>APPROVAL OF AGENDA</u></b>  |               |
| <b>3. <u>BUSINESS ARISING AND UNFINISHED BUSINESS</u></b><br><b>Ongoing Items Still Being Addressed:</b> |               |
| <b>(a)</b> Municipal Hall Upgrades- Next Steps.  |               |
| <b>(b)</b> Agreement with Community Garden.  | <b>3</b>      |
| <b>4. <u>DELEGATIONS AND REPRESENTATIONS</u></b><br>None.  |               |
| <b>5. <u>CORRESPONDENCE</u></b>  |               |
| <b>(a)</b> Dalton Smith re: Copies of letters to Teal Cedar Products Ltd.                                | <b>7</b>      |
| <b>6. <u>REPORTS</u></b>   |               |
| <b>(a)</b> Director of Finance re: Financial Report for Period ending March 31 <sup>st</sup> , 2017.     | <b>23</b>     |
| <b>(b)</b> Building Inspector re: Building Permits for March, 2017.                                      | <b>41</b>     |
| <b>(c)</b> Lake Cowichan Fire Department Incident Report for February 2017.                              | <b>42</b>     |
| <b>7. <u>NEW BUSINESS</u></b>  |               |
| <b>(a)</b> Katie Burridge re: support for BCAA Play Here contest.  | <b>45</b>     |
| <b>8. <u>NOTICES OF MOTION</u></b>   |               |
| <b>9. <u>PUBLIC RELATIONS ITEMS</u></b>  |               |
| <b>10. <u>MEDIA/PUBLIC QUESTION PERIOD</u></b>   |               |
| <b>11. <u>ADJOURNMENT</u></b>  |               |

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## COMMUNITY GARDEN PARTNERSHIP AGREEMENT

THIS AGREEMENT dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Town of Lake Cowichan  
P.O. Box 860  
39 South Shore Road  
Lake Cowichan, BC  
V0R 2G0

(hereinafter called the "Town")

AND

Community Garden Group  
P.O. Box 1513  
Lake Cowichan, BC

V0R 2G0  
(hereinafter called the "Society")

File No. \_\_\_\_\_

**WHEREAS** the purpose is to grant permission for the use of municipally owned lands located at Ravine Park, as outlined on the plan in attached Schedule "A" for the purpose of a community garden, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement;

**AND WHEREAS** the Town shares the objectives of providing a suitable location for a community garden;

**TERMS AND CONDITIONS:**

- 1) The terms of this Agreement shall be in effect from May 1<sup>st</sup>, 2017 to April 30<sup>th</sup>, 2022 with the option to renew the Agreement if the community garden is managed and maintained to the satisfaction of the Town.
- 2) The License must carry a Public Liability Insurance of \$2 million that explicitly indemnifies, defends and holds harmless the Town from and against any damage or injury to any person or any real property.
- 3) Vehicle access to the community garden is subject to Town approval. Automobile Insurance of \$2 million that explicitly indemnifies, defends and holds harmless the Town from and against any real property is required if vehicles are required to access garden.
- 4) It is understood that the Town of Lake Cowichan or its duly appointed representative shall maintain the right to rescind the use of the community garden and terms of this Agreement if there is reason to believe there is a non-compliance with this Agreement and/or Town By-Laws and/or provincial regulations, or if the property is required for other emergency purposes.
- 5) The limits of the community garden(s) shall be within the area described and fenced in the plan in Schedule "A". Any enhancement of the community garden shall require a written request and approval from the Town and adhere to the Community Garden Policy.
- 6) Prior to the development and/or enhancement of the community garden(s), the Applicant:
  - a) Shall ensure that the terms and conditions of this Agreement and the limits of the approved community garden site plan are brought to the attention of all community garden members.
  - b) Shall notify and seek approval from the Town for the operation of any heavy equipment on site as outlined in the Community garden Policy.
- 7) For the duration of all works, the Licensee shall ensure that construction work is carried

Town

- 2 -

Community Garden Club

forward as expeditiously as possible so as to cause minimum nuisance to neighbours and take reasonable precaution to ensure the safety of the public.

- 8)** The Licensee understands that public access to the community garden(s) for enjoyment is permitted and facilitated.
- 9)** Any chemical use in the community garden(s) as defined in the Community Garden Policy shall be prohibited.
- 10)** Produce grown in allotment plots within the community garden will be for the personal use and consumption of the individuals involved in the community garden.
- 11)** The Licensee:
  - a)** Shall develop and maintain the community garden at no cost to the Town except for the initial start-up costs;
  - b)** Indemnifies, defend and hold harmless the Town from and against any damage or injury to any person or any real property;
  - c)** Shall maintain the community garden including collection and removal of litter and debris;
  - d)** Shall elect a Garden Coordinator or Executive in a valid and open process that will be responsible for management of the community garden;
  - e)** Shall be responsible for developing and administering their own Community Garden Member Agreement, which must be signed by all individuals occupying the land for the purpose of a community garden. The Community Garden Member Agreement shall include and adhere to the terms and conditions in the Community Garden Policy. A copy of the Community Garden Member Agreement shall be provided to the Community Garden Coordinator;
  - f)** Shall provide for a valid and open process in the allotment of the garden spaces in accordance to the terms and conditions set out in the Community Garden Policy. Residents of the Town of Lake Cowichan shall be given priority for the opportunity to participate in the community garden program; and
  - g)** Shall provide current contact information for the Garden Coordinator or Executive as well as proof of required insurance as outlined above to be kept on file with the Town.
- 12)** Community garden(s) proposed near storm water management ponds, drainage swales and floodplains shall be subject to the following conditions:
  - a)** No fill material of any kind shall be placed within 6m from the top of the flood risk area;
  - b)** Only native species shall be planted in floodplains that are identified to be in an Environmental Protection Area; and
  - c)** Pet policy of the Community Garden Club that is acceptable to the Town must be filed.

Town

Community Garden Club

ACCEPTED ON BEHALF OF THE Town of Lake Cowichan:

THE CORPORATE SEAL of the )  
Town of Lake Cowichan was )  
hereunto affixed in the presence of: )  
 )  
\_\_\_\_\_) )  
Mayor ) c/s  
 )  
\_\_\_\_\_) )  
Chief Administrative Officer )  
 )

ACCEPTED ON BEHALF OF THE Community Garden Club:

THE Authorized Signatures of the )  
Cowichan Community Garden ) c/s  
Club in the presence of: )  
 )  
WITNESS TO: ) AUTHORIZED SIGNATORY  
 )  
\_\_\_\_\_) )  
Print Name Occupation ) Print Name  
 )  
\_\_\_\_\_) )  
Address ) Address  
 )  
\_\_\_\_\_) )  
\_\_\_\_\_) )  
\_\_\_\_\_) )  
Signature ) Signature  
 )

Town

Community Garden Club

March 27 / 2017

Attn Joseph

Cowichan Lake  
OUTDOOR EDUCATION  
and CONFERENCE CENTRE

Box 1246

Town of Lake Cowichan

BC Canada V0R 2G0

Tel 250 749 6213

Fax 250 749 6525

clec@islandnet.com

www.town.lakecowichan.bc.ca

Attached for your records and for Mayor + Council are copies of letters that have been sent to TRAL Cedar Products as part of the process for the "Stewardship" plan that is being developed to gain approval from the province to log the area in question.

Regards,

Dalton

Attached: Letter for Dalton Site March 3/2016  
March 21/2017

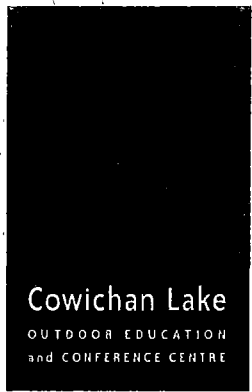
Letter for Inna Quest Foundation

Letter from Cowichan Lake + River Stewardship Society

Letter from Genevieve Singleton

March 21 2017

Mark Carter RPF  
Teal Cedar Products Ltd.  
P.O. Box 358  
Mesachie Lake, B.C. V0R 2N0



Dear Sir,

Re: Forest Stewardship Plan that includes FTOA Licence A94261

Attached please find a letter that was sent March 3 / 2016 to Mr. Joseph Fernandez CAO for the Town of Lake Cowichan and Aaron Hamilton, Manager of the Lake Cowichan First Nation.

Box 1246

Town of Lake Cowichan  
BC Canada V0R 2G0

Tel 250 749 6213

As Managers of the Cowichan Lake Outdoor Education and Conference Centre and Lakeview Public Park and Campground, the views that we expressed at the time are further solidified given the concerns raised by the Cowichan Lake and River Stewardship Society and one of our clients, The Inner Quest Foundation.

Fax 250 749 6525

lakes@islandnet.com

The Inner  
www.town.lakecowichan.bc.ca

Letters written by both of these groups address the real concerns that we have raised and we sincerely believe that should the proposed logging take place, the Cowichan Lake Outdoor Education and Conference will be negatively impacted.

The loss of revenue seems unavoidable, therefore reducing employment and socio-economic opportunities. Logging in an area so close to the lake seems contrary to what one would expect when safe water and protecting the environment are concerns of every citizen.

We are not objecting to logging; we fully understand that the professional Foresters involved that are determining the area to be logged will ensure best practices. However, in this case, it would be best to not log this forest and secure another location with much lower impact to provide the Lake Cowichan First Nation with the 4,000 cubic metres they have been promised.

Of further concern, is the long range vision for these properties post logging and pre-development. As repeatedly noted in reports from Biologist Ted Burns, Thurber Engineering and the Cowichan Lake and River Stewardship Society, the hydrology of this second growth area is very sensitive given the year round ground water run-off. Short term logging for "volume" could jeopardize future benefits for a valuable resource that could be an extension of the public park that has already been created and joins The Cowichan Lake Outdoor Education and Conference Centre and Lakeview Park.

This property was once recorded as a Class C Provincial Park by policy makers, and the lands were to be protected by a board to oversee the public uses for the benefit of the community. Now it seems that the land will be used as a short term cash opportunity and does not portray a community with a long term vision and true understanding of sensitive environmental areas.

Therefore we ask that the Province, and all groups involved with exploring the possibility of logging this area, reconsider, and seek other alternative land to fulfill promises made.

Yours sincerely

A handwritten signature in black ink that reads "Dalton Smith". The signature is written in a cursive, slightly slanted style.

Dalton Smith  
Manager  
Cowichan Lake Outdoor Education and Conference Centre  
Lakeview Park and Public Campground



Mr. Joseph Fernandez CAO Town of Lake Cowichan

Mr. Aaron Hamilton Lake Cowichan First Nation Band Manager

March 3 2016

Cowichan Lake  
OUTDOOR EDUCATION  
and CONFERENCE CENTRE

RE: Zoning Amendment Bylaw 971-2016

Dear Gentlemen,

I would like to bring to your attention a number of concerns that I have regarding the possibility of logging the area as defined in the Notice of Public Hearing. I strongly believe that the impact of logging in this sensitive area will be negative for our communities in the Cowichan Lake Watershed.

In a number of environmental assessments that have been completed for this particular area beginning in 1998 and through to 2009, Mr. Ted Burns / Biologist and also a report titled The Ecological Habitat Review Lakeview Development indicate that the area located between Lakeview Campsite and the Cowichan Lake Outdoor Education Centre is rich with important and sensitive habitat for the health and integrity of a lakeside forest. This particular area is well known as a seepage and riparian forest and in reports Mr. Ted Burns has named it Crying Hills as it is wet twelve months a year. These reports are available upon your request.

In addition, the deforestation of this area may preclude economic opportunities for both the Cowichan Lake Band and the Town of Lake Cowichan. Specifically I am concerned that should this area be logged, the opportunity to build an extension to the existing campground with the First Nation and the Town of Lake Cowichan as partners would not be realistic, as it would no longer be an attractive area to encourage people to come to our community. I believe it is important to demonstrate responsible logging as we are a forest based community however when at all possible we should not be logging so close to the lake, when it has the potential to negatively impact our community while we attempt to balance tourism and forestry as economic generators.

Also, at a time when we are so concerned about water quality, it would be important to have expert advice on whether logging could affect the turbidity of

Box 1246

Town of Lake Cowichan

BC Canada V0R 2G0

Tel 250 749 6213

Fax 250 749 6525

clec@islandnet.com

www.lakecowichan.bc.ca

the lake when the drinking water intake for the Town is only hundreds of meters away from the proposed logging area.

The impact to Lakeview Park and The Cowichan Lake Outdoor Education Centre is obvious.

There are approximately seven seepage streams running into Lake Cowichan between Lakeview Park and The Cowichan Lake Outdoor Education Centre and one can only imagine the possible impact logging and road building would have on these streams. It should also be noted that there is a significant pond in the middle of the proposed area that holds water for nine months of the year and is wet all year round and contributes to sensitive and important habitats.

While I believe the funds generated for the Cowichan Lake First Nation is important and the Band should be compensated by the Crown by way of logging opportunities I would hope that another area of equal value away from the centre of our communities could be negotiated in a timely manner. Of course the other option that perhaps could be explored could be cash value from the Crown and preserve the lands between Lakeview Park and the Cowichan Lake Education Centre as parkland for our communities and or economic opportunities for the Band and the Municipality.

I would be pleased to elaborate on these thoughts and concerns and am available at your convenience.



Dalton Smith

Manager

Cowichan Lake Outdoor Education Centre /

Lakeview Park Campsite

March 13, 2017

Mark Carter RPF  
Teal Cedar Products Ltd.  
P.O. Box 358  
Mesachie Lake, BC, V0R 2N0

Re: Forest Stewardship Plan that includes FTOA Licence A94261

Dear Sir,

I write to you on behalf of the Inner Quest Foundation of Victoria, BC. We have been hosting major international retreats at the Cowichan Lake Education Centre (CLEC) several times a year since 2001 and as such play a crucial role in the economic survival of the Education Centre and those employed there.

Our international clientele book retreats with us in large part due the unspoiled natural environment we can guarantee them at the CLEC. Their experience begins the moment they turn off South Shore Road and proceed down Lakeview to Cowichan Lake. They can find nothing comparable in their European and Australian homelands and return year after year knowing that the experience that awaits them is unlike any other in the world.

Logging this area will force us to completely re-evaluate future bookings at CLEC. Should the proposal go ahead, we will absolutely need to look elsewhere for a similar venue. The result will inevitably be lost revenue for the town of Cowichan Lake, and loss of livelihood for the employees and owners of the CLEC. We are therefore deeply concerned about plans to log between Lakeview Park and the Cowichan Lake Education Centre.

Our European guests in particular are extremely ecologically minded. They have noticed the changes to the shoreline and surrounding area, the overall increase in noise levels, and the obvious logging practices which have marred the landscape. They see, as we do a once pristine area fall prey to a lack of sound forethought.

This proposal will do little to further the longterm economy of Lake Cowichan as a potentially rich draw for global tourism.

We urge you to reconsider your proposal.

Sincerely,

Terri Woolgar  
Administrator  
Inner Quest Foundation

[www.innerquestfoundation.com](http://www.innerquestfoundation.com)  
Email: [info@innerqf.com](mailto:info@innerqf.com)  
Phone: (Canada 001)-250-383-1012  
Fax: (001)-250-590-4280



**Cowichan Lake & River  
Stewardship Society**

February 27, 2017

Mark Carter RPF  
Teal Cedar Products Ltd.  
P.O. Box 358  
Mesachie Lake, BC, V0R 2N0

Dear Sir,

Re: Forest Stewardship Plan that includes FTOA Licence A94261

This plan that would include logging between Lakeview Park and the Cowichan Lake Education Centre (CLEC), raises serious concerns. The CLRSS encourages planning and initiatives that have no net negative impact on the Cowichan watershed. If the Forest Stewardship Plan to log this site moves forward, it will have a serious negative impact on the ecological services of the upland and riparian area of Lakeview. The Cowichan Lake and River Stewardship Society cannot support a plan that would see logging in this area.

The site is a forest/wetland that contains at least one pond and twenty-two seepage streams that flow down the generally steep slopes through the riparian area on the south shore of Cowichan Lake. The natural filtration that occurs as these streams pass through the upland forest and into the riparian area helps to mitigate water turbidity in the lake, not far from the Lake Cowichan water intake. Water turbidity is becoming a problem for residential water systems. Lake Cowichan is under a "Boil Water Advisory" again today. Natural filtration should be encouraged and protected so that water supplies can be safe without the installation of expensive mechanical filtration systems.

Ted Burns, local fisheries biologist, calls this area "Crying Hill", and in his April 24, 2004, "Environmental Assessment of a proposed trail from Lakeview Park to the Cowichan Lake Education Centre", he said that foot traffic could cause the streams to carry increased sediment to Cowichan Lake. He recommended that the streams be crossed with small bridges. Logging would cause far greater turbidity.

Tree removal in this area would destroy wildlife habitat in the upland and along the shore (tree frogs, red-legged frogs, river otters, mergansers, mallards, Canada geese, deer, bears, cougars, mink, and more) and would cause irreparable damage to shoreline fish habitat (salmonid, trout and, very possibly, Cowichan lamprey).

The CLRSS has just completed the initial three-year phase of its Cowichan Shoreline Stewardship Project. The society applies for grants, employs students, and uses volunteer labour to complete restoration of shoreline that has been impacted by poor property development practices. In three years, the project has restored about the same number of linear meters of riparian shoreline as would be negatively impacted by this "Forest Stewardship Plan" at the Lakeview site.

CLRSS educates, models, and communicates environmental stewardship. The society is directly involved in the development of the Lake Studies Program for all grades in Lake Cowichan School. The Lakeview site is a natural classroom for groups to learn stewardship. Because its proximity to community schools, the area has become demonstration site for nature studies and nature walks.

Lakeview forest is one of a very few Cowichan Lake forested areas left that includes sixty to eighty-year-old second growth trees and extends to the shore of the lake. It is the only one on the south arm of Cowichan Lake. For international and other groups attending the CLEC, it is this natural beauty of Lakeview that attracts them and brings them back year after year to study or simply enjoy the pristine surroundings.

The Lakeview site not only needs to be protected for its incredible natural value, but also as an attraction for tourists and new residents. It is what the growing number of visiting boaters see when they leave the Lake Cowichan boat launches and head up the lake. They only need to look above this oasis of forest to see the clear-cut blocks that surround it and that are prominent around most of the lake.

**The Cowichan Lake and River Stewardship Society is dedicated to the protection and health of the Cowichan Watershed.** The Forest Stewardship Plan would negatively impact the ecological services of the forest upland site, the seepage streams and ponds, the sloping riparian area and shoreline, and the lake. It would affect the health of the whole watershed. **The CLRSS opposes the plan to log on the Lakeview site.**

Yours truly,

Diana Gunderson (CLRSS VP)  
250-749-3335  
PO Box 435, Lake Cowichan, BC, V0R 2G0

References:

Ted Burns (Consulting Biologist) 2004. Environmental Assessment of a Proposed Trail from Lakeview Park to the Cowichan Lake Education Centre.

Thurber Engineering Ltd 2000. Ecological Habitat Review Lakeview Development Lake Cowichan BC.

March 26, 2017

Mark Carter, RPF,

Teal Cedar Products Ltd.

Box 358, Mesachie Lake, BC V0R 2N0

Re concern re Forestry Stewardship Plan Licence A94261

Dear Sir.

I write to you as a contractor of nature interpretation services at Cowichan Lake Education Centre. For the past twenty years or so I have been providing nature walks, nature games and other related activities at the Cowichan Lake Education Centre. I have provided these to hundreds of Cowichan Lake Secondary students, several hundred third year international UVIC students attending business school, natural history camps, various conferences and members of faith groups. Every time without fail, everyone comments on the beauty of taking the road down from Highway 18 and driving down through the woods to CLEC. At CLEC, even local students, some who have sadly seldom been in a forest, are mesmerized by one trail in particular. This trail starts out under a spectacular Bigleaf Maple, takes you over a bridge by a Salmon berry and Devils club forest. At this spot, you can see in the distance the lake with the rushing of a small creek below your feet. Both of these plants have been important to Coast Salish people for time immemorial providing an opportunity to celebrate this amazing culture. Then you come up through a forest full of old stumps with the markings of spring boards, from pre-chain saw days, providing a wonderful opportunity to talk about the importance of logging. Further in we come to several small wetlands providing viewing spots to watch woodpeckers, hummingbirds, and numerous plants. I particularly get asked to provide walks and talk on ethnobotany, traditional First Nations uses of plants. I am fortunate to have learnt from Elders and studied at UVIC under world renowned ethnobotanist Nancy Turner and enjoy sharing my knowledge, generally ending my walks with snacks of nettle tea, nettle pesto, Oregon grape jam and other goodies. On my walks we have many different experiences. The most spectacular was when with 15 adult UVIC students from all over the world, at a distance, we met a bear. I know this has created memories that these students will never forget. Another experience I have is having children and adults, ranging from 6 to in their 80s sitting in a quiet spot and engaging in activities such as listening deeply and writing a poem. Always people talk about how special it is to take quiet time and just "be" in nature. More and more research is showing that this sort of activity improves mental well being.

I also lead walks along the shoreline, where often I find evidence of raccoons or otters eating Western floater, the only known species of freshwater mussels found on Vancouver Island. Freshwater mussels are in decline around the world and we are fortunate to have a healthy population by CLEC. Lake Cowichan is the home of Vancouver lamphey, which is a SARA species, Species at Risk, noted by the federal government. Studies have not been done to determine if this is along in the area to be logged. They spawn near creeks coming into lakes, the area to be logged has over 20 small creeks. Even though the shoreline will be protected the erosion and siltation will if lamphey are here, affect them and most definitely affect the salmon.

I have been informed that likely the aesthetics of my nature walks will not be affected since the logging will not happen in the sight line. However, the logging will deeply impact the diversity present on CLEC property. Also, the views from the road will be impacted. As a biologist, I am concerned about the increased sedimentation from erosion.

Although I am a nature educator I am not anti-logging, my father worked in the lumber industry and I use the products every day. I have taken a keen interest for many years in eco-forestry and was friends with Merv Wilkinson of Wildwood Forest. I was very involved in the recent successful efforts to save Wildwood which will now be owned and managed by Ecoforestry Institute, this is an internationally known model of sustainable forestry that people visit from all over the world. I hope that consideration will be given to consider this kind of forestry or help will be provided in finding another location for the Lake Cowichan First Nation to find their much needed wood elsewhere. This area is too important ecologically and for tourism potential to be logged, unless in a very sensitive innovative way. .

Groups staying at CLEC are served by local staff, looking after visitor's delicious meals and rooms. This provides revenue to the town. I also shop in Lake Cowichan coming and going to my work at CLEC. The biggest reason that CLEC is of appeal is because it is in a beautiful natural setting.

I actively promote CLEC to groups I belong to as a great place to hold an event in a beautiful surrounding. I hope that this will continue to be the case. In closing I just want to comment on the fact that at some point this area was deemed ecologically important enough to be a provincial park. As BC Parks Volunteer of the Year in 2015 I take a great interest in Parks, it seems like it would behoove us all to keep this area protected for future generations, either as a model sustainable forest or protected in full.

Yours sincerely,

Genevieve Singleton, B.Sc., M. Ed., nature interpreter, biologist

6015 Mary Street, Duncan, BC V9L 2G5, 250-746-8052

[Twinflower4@gmail.com](mailto:Twinflower4@gmail.com)

**clec**

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**From:** genevieve singleton <twinflower4@gmail.com>  
**Sent:** March 27, 2017 4:57 PM  
**To:** clec  
**Subject:** Fwd: FW: Proposed Forest Stewardship Plan - Public Forest Land near the Cowichan Outdoor Education & Conference Centre  
**Attachments:** Teal Jones Letter March 26 2017 JCW-PDL.pdf

----- Forwarded message -----

**From:** "cwrightman" <cwrightman@bccf.com>  
**Date:** Mar 27, 2017 4:36 PM  
**Subject:** FW: Proposed Forest Stewardship Plan - Public Forest Land near the Cowichan Outdoor Education & Conference Centre  
**To:** "Gunderson, Diana (dianamarie@shaw.ca)" <dianamarie@shaw.ca>, "genevieve singleton (twinflower4@gmail.com)" <twinflower4@gmail.com>  
**Cc:**

Our letter to Teal Jones sent this afternoon.

**From:** cwrightman  
**Sent:** Monday, March 27, 2017 4:20 PM  
**To:** 'forestry@tealjones.com' <forestry@tealjones.com>  
**Cc:** Aaron Hamilton (aaron.hamilton@lakecowichanfn.com) <aaron.hamilton@lakecowichanfn.com>; 'rforrest@lakecowichan.ca' <rforrest@lakecowichan.ca>; Peter Law (pd.law@shaw.ca) <pd.law@shaw.ca>  
**Subject:** Proposed Forest Stewardship Plan - Public Forest Land near the Cowichan Outdoor Education & Conference Centre

Attention: Mark Carter, RPF, Teal Cedar Products Ltd.

Hi, Mark. Please find attached a letter expressing BCCF's concerns about proposed logging near the Cowichan Outdoor Education & Conference Centre. Peter Law and I are currently providing technical support/guidance to the Cowichan Lake and River Stewardship Society during implementation of the multi-year *Cowichan Shoreline Stewardship Project* (CSSP). CSSP was a vision of the late CLRSS founding president, Gerald Thom, who was rightfully alarmed about the rapid pace of shoreline development and environmental impacts around the lake over the last decade.

For the record, we strongly support the Lake Cowichan First Nation's rights and aspirations for economic independence and prosperity for its members. However, in this specific instance we are concerned that conventional logging in the proposed area may have unintended consequences for local forest hydrology, and



downstream effects on the shoreline and riparian habitats of Cowichan Lake. I'm sure you are well acquainted with the phenomenon of more frequent and intense droughts on southern Vancouver Island over the last 15 years. Consequently, this hydrologically 'rich' hillslope may be a natural oasis of biodiversity that is currently unmatched at the eastern end of Cowichan Lake.

In the longer term, we understand there may be plans for developing residential sub-divisions in the area in question. This could be even more significant in terms of impacts on local hydrology and change to the network of ephemeral streams and seasonal or permanent wetlands/pond(s). From a biodiversity perspective, this could further reduce the lake basin's natural capital which is already being eroded by the spread of urban development into previously zoned forestry lands. We also note the Town of Lake Cowichan currently subscribes to the principle of following a "water balance model" in all developments, under its existing OCP Bylaw No. 910-2011.

In summary, we strongly urge you to adopt a risk-averse approach to timber harvest in this special, high-profile area. We believe the area's habitat values, biodiversity and direct linkage to Cowichan Lake warrant the highest level of protection in any future harvesting prescriptions. We look forward to reviewing your finalized Forest Stewardship Plan after the formal Public Review and Comment period.

Yours truly,

Craig Wightman

J.C. (Craig) Wightman, RPBio.

Senior Fisheries Biologist

BC Conservation Foundation

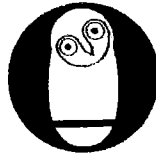
PO Box 7

#1 – 7217 Lantzville Road

Lantzville, BC V0R 2H0

Office: 250-390-2525 (ext. 225)

Cell: 250-327-9027



British Columbia  
Conservation  
Foundation

March 26, 2017

Mr. Mark Carter, RPF.  
Operations Planner  
Teal-Jones Group  
750 Jackson Road  
Nanaimo, BC V9X 1J2

Dear Mr. Carter:

Re: Proposed Logging near Cowichan Lake Outdoor Education & Conference Centre

We are writing to express our concerns about proposed logging of an advanced second growth stand on public forest land near the Cowichan Lake Outdoor Education & Conference Centre. It is our understanding that Teal Jones is acting as the forest stewardship planning agent on behalf of the Lake Cowichan First Nation, who hold harvesting rights to FTOA Licence A94261, within Lots 10 and 14 of the subject area. Logging appears to be the first phase of a comprehensive residential land development proposed for the property (Figure 1.). Our comments reflect on the short term logging impacts, as well as the long term impacts that traditional residential housing will have on the hydrology of the area, and how it is important to dovetail your logging plans with how future land development must function to preserve a landscape level "water balance".

For your information, we are senior biologists with the BC Conservation Foundation in Lantzville, a key partner of the Cowichan Lake & River Stewardship Society (CLRSS) in delivering the Cowichan Shoreline Stewardship Project (CSSP), a multi-year conservation initiative designed to restore natural shoreline vegetation and promote enhanced shoreline stewardship practices in the Cowichan Valley. In the first two years of our assessments of the shoreline of Cowichan Lake, we studied a number of subject areas that provide background on important biological and physical functions the lake shoreline provides. We have attached some maps of the subject property, with links to some of the reports, for your consideration (Figures 2; 3; 4; 5):

We have recently learned the subject area has extraordinary environmental sensitivity given the myriad of ephemeral streams, wetlands and pond that drain the upland forest north into Cowichan Lake. There may also be unusual groundwater stratigraphy along the hillslope, with the possibility of an extensive,

shallow clay seam contributing to the proliferation of seeps and small channels conveying seasonal run-off towards the lake (Ted Burns, RPBio., pers. comm.).

A preponderance of wet soil conditions could complicate logging plans, particularly given the nearby proximity of popular recreational beaches (Lakeview Park & Campsites), and valuable fish habitats along the lake shoreline, downslope of proposed harvesting blocks (i.e., about 1.5 km of shoreline separates the Education Centre from Lakeview Beach).

This east end of this same lakeshore segment is now under active consideration by BCCF/CLRSS as a candidate for riparian restoration in 2017, and beyond. Consequently, we are concerned that significant sediment transport and deposition into the lake from upslope harvesting could affect the future success of restoration, and even the established recreational use of Lakeview Beach. This concern is partly based on sediment transport response to the lake's predominant westerly winds, which would potentially bring fine sediment into newly planted shoreline and recreational beach areas.

While we have not yet conducted a thorough field inspection of the proposed logging area, we would like to know what steps Teal Jones has taken recently to document biodiversity values in proposed cut blocks, including presence of provincially-listed species of conservation concern.

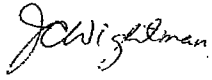
The original 1999 report by Thurber Engineering Ltd. entitled, "Ecological Habitat Review – Lakeview Development, Lake Cowichan, BC" is a reasonable baseline, but surely needs to be updated to reflect the passage of 18 years. That said, the Thurber report did highlight a number of concerns about the potential presence of provincially listed species in this area, where detailed biological inventories were generally lacking at the time.

Finally, we would like to bring to your attention to an item in Chapter 15 of the Town of Lake Cowichan's Official Community Plan (OCP Bylaw No. 910-2011). Within the Bylaw the following statement is made:

*"Currently, the Town is working to decrease the inflow and infiltration of storm water runoff. Integrated storm water management techniques that incorporate a water balance model are applied to all new development."*

As Ted Burns previously reported, there are many small streams that transect the logging area, flowing down to the lake. From his observations, we can speculate there is a very active flow of water (or *interflow*) within the top 600 mm of soils across the entire surface of Lot 10 and Lot 14. Trees and forest cover have a significant influence on the interflow, especially at this site. We suggest that any logging plan incorporate a clear understanding of how the loss of forest cover will influence the site's surficial hydrology such that future land development will be able to adhere to the goal of managing "storm water," as stated (above) in the OCP.

Yours truly,



J.C. Wightman, RPBio.  
Senior Fisheries Biologist  
BC Conservation Foundation



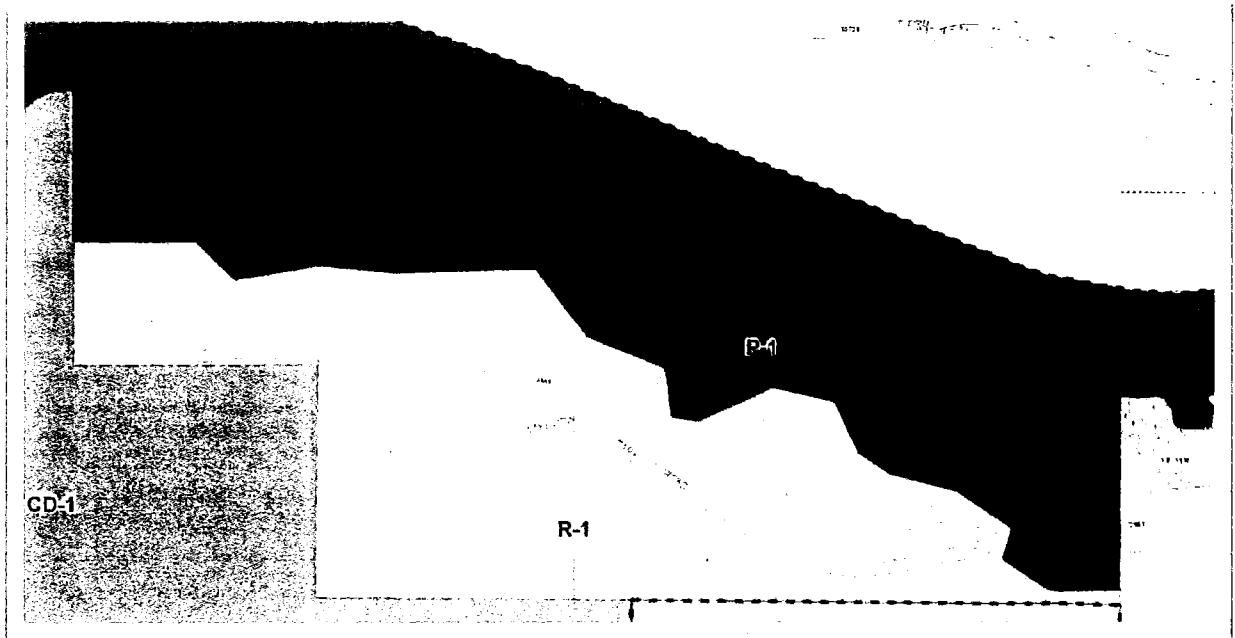
P.D. Law  
Senior Habitat Biologist  
BC Conservation Foundation

Cc: Aaron Hamilton, Operations Manager, Lake Cowichan First Nation  
Ross Forrest, Mayor, Town of Lake Cowichan

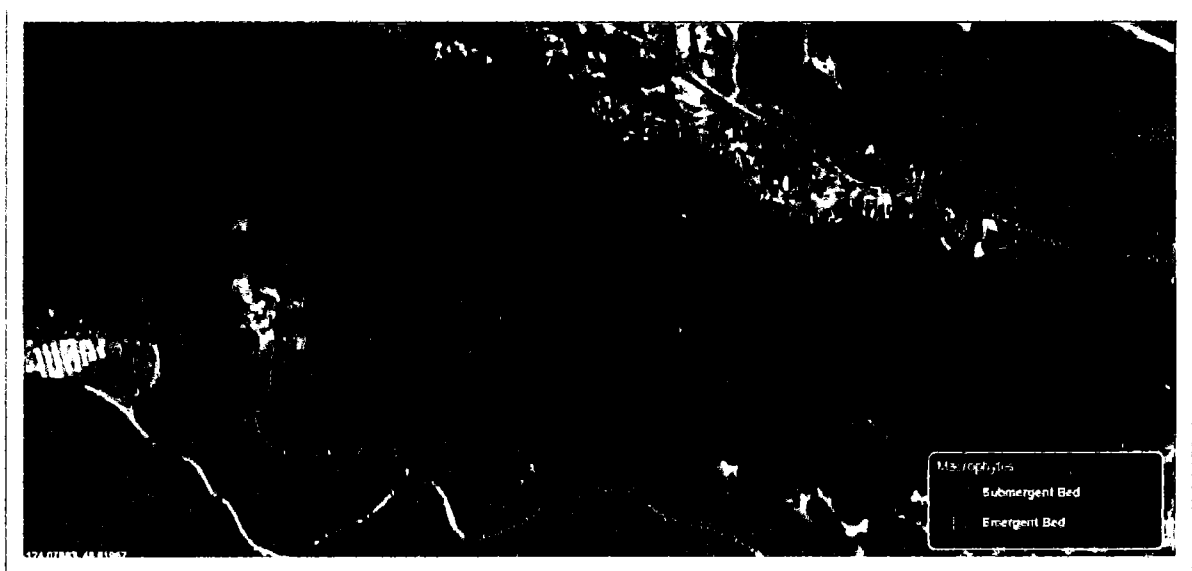
Attachments:

### Figure 1. Zoning Map of the Subject Property

Source: Town of Lake Cowichan Bylaw 935-2013

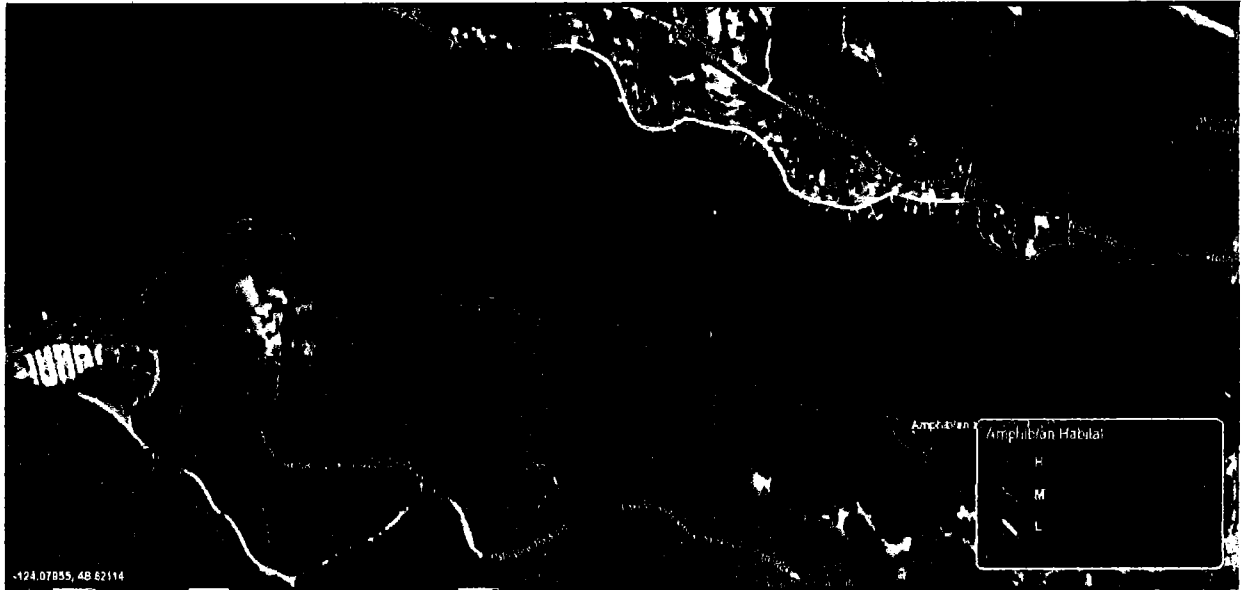


### Figure 2. Aquatic Plants adjacent to subject property



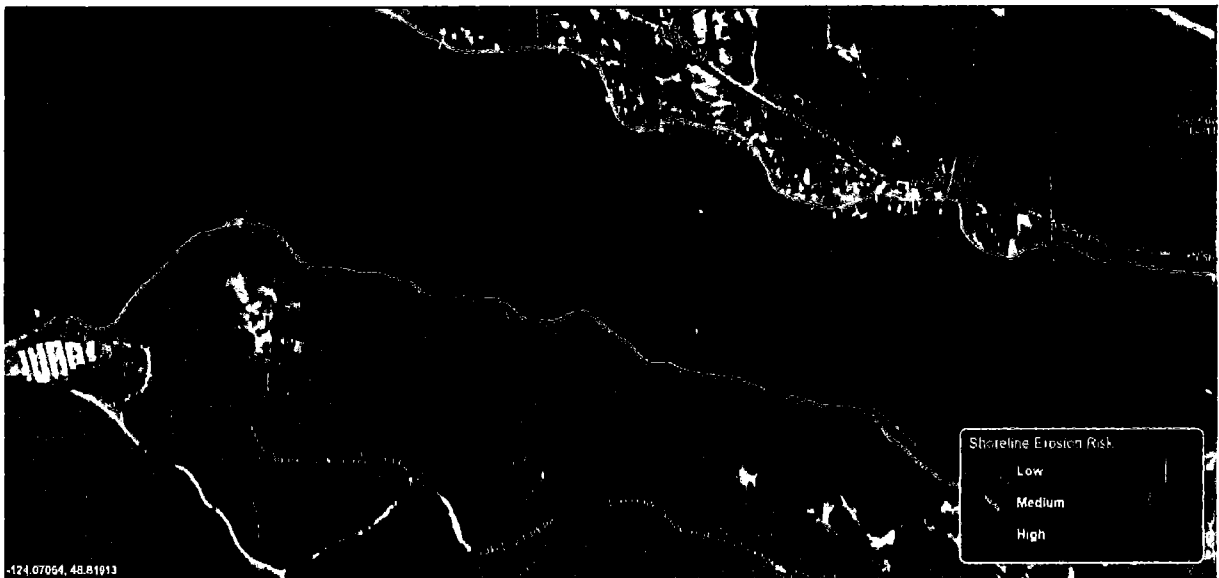
**Figure 3. Amphibian Suitability adjacent subject property**

See Study at: [https://s3-us-west-2.amazonaws.com/cowichan-lake.littleearth.ca/site\\_reports/herpetofauna\\_report.pdf](https://s3-us-west-2.amazonaws.com/cowichan-lake.littleearth.ca/site_reports/herpetofauna_report.pdf)



**Figure 4. Shoreline Erosion Risk adjacent to subject property**

[http://www.cowichan-lake-stewards.ca/CSSP\\_Bkgnd/Cow\\_Lake\\_Erosion\\_Assessment\\_2011.pdf](http://www.cowichan-lake-stewards.ca/CSSP_Bkgnd/Cow_Lake_Erosion_Assessment_2011.pdf)





# Memo

**TO:** Chief Administrative Officer

**FROM:** Director of Finance

**DATE:** April 7, 2017

**SUBJECT:** March 31, 2017 Finance Report

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The statements of revenue and expenses for the period ended March 31, 2017 are attached for council review and input. The numbers presented for 2016 have been finalized subject to auditor input.

The draft 2017 budget figures have been amended to reflect staff and council budget discussions to date. Minor changes will continue to be made as information becomes available and as levies and rates from other government agencies are also available.

Auditors from MNP will here on Monday to complete year end work. A meeting date with council will be scheduled in the next few weeks to present the audited financial statements for the year ended December 31, 2016.

Grant-in-aids for 2017 will be forthcoming.

Ronnie Gill, CPA, CGA

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017

	2014	2015	2016	2016	3.0%	2017	2017
	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	2017 %
<b>REVENUES</b>							
Taxes	1,817,278	1,871,701	1,937,031	1,934,154	1,992,190	-	0%
Supplemental Adjustments	-	-	-	-	-	-	-
Grants-In-Lieu	49,282	48,514	48,600	48,747	48,600	-	0%
Penalties and Interest on Taxes	82,528	75,768	62,000	75,667	62,000	843	1%
Business Licences	17,375	17,750	17,000	18,525	17,000	19,050	112%
Building and Other Permits	17,660	20,191	14,200	48,766	20,000	12,134	61%
Storm Drain Connection Fees	180	210	-	640	-	1,450	-
Dog Tags and Fines	4,385	4,120	3,900	3,610	3,500	2,140	61%
Interest on Investments	41,942	41,405	20,000	52,639	30,000	14,000	47%
Fire Service to CVRD	165,532	189,012	216,658	216,658	216,000	-	0%
Garbage Revenues	338,945	368,636	367,500	375,851	371,500	317,831	86%
Lakeview Revenues	166,612	182,747	159,000	181,951	168,000	86,571	52%
Sale of Assets	870	31,054	-	246,065	-	-	-
Public Works Revenues	8,036	4,707	-	1,400	-	-	-
Fire Department Revenues	1,000	19,634	-	484	-	2,290	-
Other Revenue	13,371	339,335	9,750	68,576	10,000	6,640	66%
Ambulance Building Lease	44,659	44,829	45,000	44,829	45,000	11,207	25%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	5,482	33%
Clec Revenues	368,965	422,890	396,200	414,254	396,200	50,716	13%
Unconditional Transfers	302,816	474,974	443,800	457,917	436,800	-	0%
Conditional Transfers	367,449	64,420	347,355	36,940	911,000	-	0%
Conditional Transfer - Town Hall Bldg	-	-	-	-	1,620,000	-	0%
Transfers From Reserve Funds	356,721	-	200,000	-	135,000	-	0%
Transfers From Building Reserve	-	-	750,000	-	200,000	-	0%
Transfer From Fire Dept Reserves	150,000	-	-	-	-	-	-
Transfer From Statutory Reserves	-	-	200,000	-	-	-	-
Transfer from Parks Dedication Resen	-	-	-	-	-	-	-
Short term debt	144,860	-	-	-	-	-	-
Prior year Surplus	-	-	425,381	-	-	-	-
Police Tax Levy	133,348	137,228	133,407	137,400	138,000	-	0%
Library Levy	116,126	119,314	123,852	123,852	127,782	-	0%
Collections For Other Govts.	2,087,106	2,163,113	2,125,350	2,112,124	2,181,680	-	0%
	<b>6,813,147</b>	<b>6,657,651</b>	<b>8,062,084</b>	<b>6,617,409</b>	<b>9,146,752</b>	<b>530,354</b>	<b>6%</b>



TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017

	2014	2015	2016	2016	3.0%	2017	2017	2017
	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	%	%
<b>EXPENDITURES</b>								
General Government Services	468,742	484,842	535,550	529,382	541,500	154,423	29%	
Fire Department	241,119	275,789	321,800	310,516	370,200	64,428	17%	
Police Force	133,349	137,228	133,407	137,400	138,000	-	0%	
Bylaw Enforcement & Other	48,436	48,767	67,000	49,537	60,000	8,987	15%	
Public Works Administration	125,270	91,761	126,700	121,905	126,700	67,956	54%	
Public Works Roads	367,202	332,615	428,500	324,432	418,400	58,804	14%	
Public Works - Equipment & Other	(121,809)	(157,353)	-	(113,160)	-	(24,866)	-	
Garbage Expenses	350,916	370,081	383,000	383,491	383,000	82,148	21%	
Planning, Health & Other	35,666	48,673	55,100	40,524	70,100	19,631	28%	
Centennial Hall Expenses	-	-	-	-	-	-	-	
Info Centre	16,617	17,024	22,000	19,993	22,000	1,305	6%	
Parks	200,294	209,793	240,400	204,703	221,900	12,295	6%	
Lakeview Park	142,283	146,810	159,000	169,453	164,500	16,559	10%	
CLEC Expense	437,834	432,171	431,700	484,687	431,700	77,729	18%	
Lakeview Road	1,540	2,754	10,000	-	10,000	-	0%	
Transfer To Library	116,128	119,314	123,852	123,852	127,782	31,945	25%	
Capital	1,616,603	802,225	2,569,725	1,102,141	3,482,500	216,168	6%	
Debt Charges - Interest	2,146	1,852	3,000	2,662	3,000	443	15%	
Debt Payments - Fire	191,250	175,110	200,000	189,689	195,000	13,480	7%	
Amortization	514,621	550,331	-	564,507	-	-	-	
Transfers To Reserve Funds	112,645	161,693	126,000	128,700	136,000	-	0%	
Transfer Equip. Recovery to Reserve	(123,199)	163,050	-	112,412	-	-	-	
Transfer To Surplus	-	-	-	-	62,790	-	0%	
Transfers To Other Governments	2,087,106	2,163,113	2,125,350	2,112,124	2,181,680	-	0%	
	<b>6,964,757</b>	<b>6,577,643</b>	<b>8,062,084</b>	<b>6,998,949</b>	<b>9,146,752</b>	<b>801,433</b>	<b>9%</b>	
Surplus(Deficit)	<b>(151,610)</b>	<b>80,008</b>	<b>-</b>	<b>(381,541)</b>	<b>-</b>	<b>(271,078)</b>		

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of General Government Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>General Government Services</b>							
Mayor and Council Indemnities	59,017	68,000	69,500	69,360	69,500	16,325	23%
Mayor and Council Expenses	33,481	30,304	41,500	36,889	41,500	7,215	17%
Mildred Child Annex	3,373	2,556	2,600	2,131	2,100	565	27%
Municipal Hall	17,353	16,371	21,150	17,234	25,300	5,675	22%
Office Wages	410,356	393,621	414,000	423,929	414,000	86,404	21%
Office Expenses	33,403	29,035	56,100	48,542	56,500	5,983	11%
Data Processing	20,771	20,466	22,200	22,447	24,600	14,842	60%
Legal Expense	7,369	9,215	15,000	25,901	15,000	4,021	27%
Audit	10,500	23,792	26,000	16,748	26,000	-	0%
Elections	4,779	-	2,000	-	2,000	-	0%
Insurance	53,623	49,638	72,000	49,758	72,000	18,019	25%
Grants-in-aid	6,199	6,115	5,500	4,050	5,000	50	1%
Ohtaki expense	5,251	5,059	7,000	3,885	7,000	-	0%
Ohtaki recoveries	(85)	-	-	(56)	-	-	-
Payroll Benefits Clearing	13,583	40,370	-	27,565	-	(4,678)	-
Insurance and administration recovery	(210,230)	(209,700)	(219,000)	(219,000)	(219,000)	-	0%
	<b>468,742</b>	<b>484,842</b>	<b>535,550</b>	<b>529,382</b>	<b>541,500</b>	<b>154,423</b>	<b>29%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Protective Services Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Fire Department</b>							
Firefighters indemnities	82,944	101,748	95,000	116,799	100,000	18,905	19%
Other Wage Costs	16,786	17,183	15,000	16,962	17,000	4,472	26%
Town Administration	7,785	7,500	8,000	8,000	13,000	-	0%
Fire Hall Operations and Maint.	47,354	45,413	45,200	43,023	48,600	12,888	27%
Miscellaneous Operations	30,741	51,391	67,900	42,095	91,500	15,340	17%
Training	14,788	12,996	24,000	24,172	24,000	7,116	30%
Fire Vehicles & Equipment	40,720	39,557	66,700	59,465	76,100	5,707	7%
	<b>241,119</b>	<b>275,789</b>	<b>321,800</b>	<b>310,516</b>	<b>370,200</b>	<b>64,428</b>	<b>0</b>

**Bylaw Enforcement & Other**

Emergency Measures	-	-	7,000	-	6,500	-	0%
Bylaw Enforcement/Animal Control	15,683	14,906	20,000	15,549	16,500	2,771	17%
Building Inspection	32,753	33,861	40,000	33,987	37,000	6,216	17%
	<b>48,436</b>	<b>48,767</b>	<b>67,000</b>	<b>49,537</b>	<b>60,000</b>	<b>8,987</b>	<b>15%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Public Works Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>PW Administration</b>							
Shop and Yard	43,648	32,315	44,300	33,733	35,000	6,998	20%
PW Admin Wages	212,502	199,001	210,000	206,506	210,000	42,826	20%
PW Admin Other	5,244	4,287	14,700	5,083	13,300	1,577	12%
Safety and Training	13,865	21,458	16,300	35,184	27,000	16,555	61%
Office Administration Charge	13,585	14,200	14,300	14,300	14,300	-	0%
Recovery from Utilities	(163,575)	(179,500)	(172,900)	(172,900)	(172,900)	-	0%
	<b>125,270</b>	<b>91,761</b>	<b>126,700</b>	<b>121,905</b>	<b>126,700</b>	<b>67,956</b>	<b>54%</b>
<b>Equipment Costs</b>							
Equipment	141,210	32,614	-	60,770	-	9,470	-
Equipment Allocations	(263,019)	(189,967)	-	(173,930)	-	(34,587)	-
	<b>(121,809)</b>	<b>(157,353)</b>	<b>-</b>	<b>(113,160)</b>	<b>-</b>	<b>(25,117)</b>	<b>-</b>
<b>Other Costs</b>							
Billable Outside Jobs	-	(0)	-	-	-	250	-
Billable Outside Jobs - Recoverie	-	-	-	-	-	-	-
	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>-</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Public Works Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Road Maintenance</b>							
Banners	8,596	2,475	9,000	370	9,000	-	0%
Boulevards	30,604	54,719	31,000	42,398	31,000	395	1%
Crack Sealing	-	7,880	10,000	-	10,000	-	0%
Dangerous Trees	5,215	9,826	13,000	8,795	13,000	-	0%
Ditches & Culverts	14,213	2,618	15,000	1,930	10,000	-	0%
Dust Control	2,180	2,267	4,000	1,734	4,000	-	0%
Landscaping	16,006	2,981	15,400	7,654	10,000	-	0%
Litter Control	15,695	9,714	16,000	15,787	16,000	312	2%
Marking	14,723	15,063	10,000	14,348	10,000	23	0%
Mowing	20,974	5,943	13,000	1,822	13,000	-	0%
Patching	9,996	10,263	15,000	10,836	15,000	3,207	21%
Roads-other	19,455	15,907	13,700	3,076	14,000	480	3%
Seasonal decoration	11,616	14,588	12,000	11,445	12,000	3,044	25%
Shoulders	6,639	6,587	14,000	6,354	14,000	396	3%
Sidewalks	15,670	19,828	16,000	16,617	16,000	-	0%
Signs	9,411	7,078	11,000	7,733	11,000	2,157	20%
Snow removal	14,224	5,015	50,000	28,880	50,000	33,980	68%
Storm Drains & Catch Basins	42,165	38,298	50,000	41,147	50,000	972	2%
Street Lighting	78,326	72,591	79,000	78,756	79,000	13,605	17%
Street Sweeping	10,612	8,576	11,000	4,349	11,000	232	2%
Office Administration Charge	20,880	20,400	20,400	20,400	20,400	-	0%
	<b>367,202</b>	<b>332,615</b>	<b>428,500</b>	<b>324,432</b>	<b>418,400</b>	<b>58,804</b>	<b>14%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Garbage Collection

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Garbage Collection</b>							
<b>Revenues</b>							
Regular collections	305,534	309,926	310,000	311,422	314,000	305,833	97%
Toter rentals	3,753	3,804	3,500	4,140	3,500	3,248	93%
Penalties	4,137	4,125	4,000	3,804	4,000	-	0%
Recycling	25,522	50,781	50,000	56,485	50,000	8,750	18%
	<b>338,945</b>	<b>368,636</b>	<b>367,500</b>	<b>375,851</b>	<b>371,500</b>	<b>317,831</b>	<b>86%</b>
<b>Expenditures</b>							
Regular collection costs	202,400	237,936	237,000	241,643	237,000	66,688	28%
Office Administration Charges	15,850	16,000	17,100	17,100	17,100	-	0%
PW Administration Charges	22,190	22,500	23,900	23,900	23,900	-	0%
Tipping Fees	72,156	54,775	60,000	61,645	60,000	8,798	15%
Recycling costs	38,320	38,870	45,000	39,204	45,000	6,661	15%
	<b>350,916</b>	<b>370,081</b>	<b>383,000</b>	<b>383,491</b>	<b>383,000</b>	<b>82,148</b>	<b>21%</b>
<b>Net</b>	<b>(11,971)</b>	<b>(1,445)</b>	<b>(15,500)</b>	<b>(7,640)</b>	<b>(11,500)</b>	<b>235,683</b>	<b>-</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Other Development Services

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Public Health</b>							
Ambulance Building Lease	44,659	44,829	45,000	44,829	45,000	11,207	25%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	5,482	33%
Public Health Expenses	10,497	7,689	13,500	11,060	13,500	5,295	39%
NET	50,262	53,240	47,600	50,128	48,000	11,394	24%
<b>Planning</b>							
Planning and Zoning Expenses	23,012	15,386	32,500	24,280	32,500	3,670	11%
<b>Other Functions</b>							
Town Economic Development	-	2,120	3,500	1,245	13,500	10,666	79%
Age Friendly Grant	-	19,715	-	-	-	-	-
BC Healthy Communities	2,491	-	-	-	-	-	-
BC Healthy Communities Grant	(2,491)	-	-	-	-	-	-
Community Garden - water service	-	-	-	-	5,000	-	0%
Pacific Marine Circle Route	-	-	1,000	-	1,000	-	0%
Heritage Advisory	2,157	717	1,500	860	1,500	-	0%
Trail signage	-	-	-	-	-	-	-
Cowichan Aquatic Centre	-	3,046	3,100	3,079	3,100	-	0%
Neighbourhood of learning	-	-	-	-	-	-	-
	2,157	25,598	9,100	5,184	24,100	10,666	44%
Total Development Services Expenses	35,666	48,673	55,100	40,524	70,100	19,631	0
<b>Centennial Hall</b>							
	-	-	-	-	-	-	-
<b>Info Centre</b>							
PW Labour	612	968	2,500	1,020	2,500	-	0%
Water, Sewer & Garbage	1,207	1,216	700	647	700	-	0%
Contracted Services	11,695	10,687	15,000	15,540	15,000	45	0%
Other Expenses	3,104	4,154	5,000	3,986	5,000	1,260	25%
Recoveries - hydro	-	-	(1,200)	(1,200)	(1,200)	-	0%
	16,617	17,024	22,000	19,993	22,000	1,305	0

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Parks

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Parks</b>							
Beaver Park	31	31	500	-	500	-	0%
Bell Tower School	2,388	1,378	2,400	1,320	2,400	663	28%
Centennial Park	23,062	23,971	24,000	11,512	12,000	243	2%
Central Park	19,367	16,593	19,000	18,289	19,000	263	1%
Civic Square	2,281	929	2,500	1,005	2,500	-	0%
Communities in Bloom	1,418	379	3,000	36	3,000	-	0%
Community Garden	2,043	1,388	1,500	8,654	-	3,766	-
Cougar Sign Landscaping	1,499	2,687	3,000	2,632	3,000	-	0%
Dashwood Park	231	672	1,200	364	1,200	-	0%
Entrance Sign	7,844	12,622	10,000	8,039	10,000	161	2%
Footbridge	5,868	4,771	4,500	4,270	4,500	218	5%
Footpath maintenance	3,406	1,506	2,000	357	2,000	-	0%
Forest Ranger Building	1,644	1,091	1,400	1,685	-	-	-
Gillespie Park	488	608	1,000	1,242	1,000	-	0%
Greendale Park	1,720	7,576	5,700	2,410	5,700	-	0%
Heritage Garden	3,293	4,089	5,000	5,344	5,000	-	0%
Kaatza Museum	8,951	6,772	10,000	9,028	10,000	3,393	34%
King George Roundabout Park	3,623	5,842	10,000	20,258	10,000	-	0%
Lakedays Preparation	1,619	1,863	2,000	1,511	2,000	-	0%
Marina Park	1,965	2,713	1,700	1,935	1,700	90	5%
Memorial Park	3,790	6,907	6,500	4,505	6,500	115	2%
Ohtaki Park/Kasapi Center	1,289	2,807	15,000	4,462	10,000	-	0%
Park Bench Maintenance	8,495	5,537	5,000	3,299	5,000	96	2%
Parks General	16,719	14,969	16,000	14,560	16,000	-	0%
Parkstone Park	912	830	2,000	889	2,000	-	0%
Joginder Bains Park - Point Ideal	3,438	1,585	3,500	1,748	3,500	-	0%
Pickleball Courts	-	-	-	-	1,400	-	-
Ravine Park	-	-	500	-	-	-	-
Riverside Park	5,945	5,721	5,900	4,900	5,900	18	0%
Sahtlam Park	1,072	1,885	2,500	1,488	2,500	-	0%
Saywell Park	24,709	19,623	20,000	13,638	20,000	1,215	6%
Seniors Centre	773	2,711	2,100	1,384	2,100	-	0%
Ted Burns Nature Preserve	121	323	1,000	769	1,000	-	0%
Tennis Courts	883	941	1,000	4,570	1,000	25	3%
Town Square	930	11,227	3,000	6,582	3,500	-	0%
Trans Canada Trail	6,930	2,493	5,000	3,741	5,000	-	0%
Trestle Walkway	1,968	1,874	3,000	748	3,000	149	5%
Vandalism	988	874	5,000	2,944	5,000	78	2%
Washrooms	12,363	13,020	15,000	16,271	15,000	1,802	12%
Winter Park	3,527	7,588	7,000	7,314	7,000	-	0%
Office Administration Charge	12,700	11,400	11,000	11,000	11,000	-	0%
	200,294	209,793	240,400	204,703	221,900	12,295	6%



TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Parks

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Lakeview Park</b>							
Reservations	106,818	120,276	110,000	125,224	118,000	68,061	58%
Walk Ins	28,034	29,457	22,000	23,687	22,000	2,107	10%
Power Fees	19,623	21,416	18,000	20,475	18,000	13,858	77%
Propane	-	-	-	-	-	-	-
Wood and ice sales	5,005	3,556	3,000	6,433	4,000	-	0%
Operating Grant	-	-	-	-	-	-	-
Other Revenue	-	-	-	52	-	-	-
Moorage	7,132	8,042	6,000	6,081	6,000	2,545	42%
	<u>166,612</u>	<u>182,747</u>	<u>159,000</u>	<u>181,951</u>	<u>168,000</u>	<u>86,571</u>	<u>52%</u>
Office Administration Charge	7,185	7,300	7,600	7,600	7,600	-	0%
CLEC Admin Charges	30,000	30,000	30,000	30,000	30,000	-	0%
Summer Student Wages	35,708	42,923	45,000	54,629	50,000	-	0%
Maintenance Wages	7,031	4,861	6,000	6,094	6,000	253	4%
Contracted Services	3,926	9,822	10,000	10,381	10,000	440	4%
PW Labour	86	849	1,000	1,201	1,000	301	30%
Hydro and Electricity	6,772	6,418	7,600	8,107	7,600	1,260	17%
Materials and Supplies	18,502	10,822	15,000	13,201	15,000	70	0%
Other Expenses	7,735	8,246	7,400	7,849	8,000	2,641	33%
Water, Sewer & Garbage	9,921	9,948	7,800	9,978	7,800	9,898	127%
Park Attendant/ Security	11,098	10,472	15,000	15,139	15,000	1,297	9%
Public Works Charges	97	263	500	1,312	500	4	1%
Telephone	2,944	3,136	4,000	2,894	4,000	394	10%
Equipment allocations	1,278	1,751	2,100	1,068	2,000	-	0%
	<u>142,283</u>	<u>146,810</u>	<u>159,000</u>	<u>169,453</u>	<u>164,500</u>	<u>16,559</u>	<u>10%</u>
Net	<u>24,329</u>	<u>35,937</u>	<u>-</u>	<u>12,498</u>	<u>3,500</u>	<u>70,013</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of CLEC

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
<b>Revenues</b>							
Group Revenues	361,188	417,090	390,000	402,466	390,000	49,216	13%
Programming revenues	2,578	-	1,000	6,588	1,000	-	0%
Rental Income	5,200	5,200	5,200	5,200	5,200	1,500	29%
JCP	-	600	-	-	-	-	-
	<u>368,965</u>	<u>422,890</u>	<u>396,200</u>	<u>414,254</u>	<u>396,200</u>	<u>50,716</u>	<u>13%</u>
<b>Expenditures - Variable</b>							
Program Services	10,796	8,662	10,000	7,831	10,000	243	2%
Kitchen Wages	70,655	76,563	70,000	72,426	70,000	9,626	14%
Food Supplies	58,477	67,394	60,000	76,105	60,000	2,802	5%
Custodians	27,785	32,046	30,000	34,266	30,000	6,467	22%
Equipment	-	-	-	-	-	-	-
Supplies	3,976	2,499	4,000	3,223	4,000	624	16%
	<u>171,689</u>	<u>187,164</u>	<u>174,000</u>	<u>193,852</u>	<u>174,000</u>	<u>19,762</u>	<u>11%</u>
<b>Expenditures - Fixed</b>							
Admin Salaries	174,718	164,005	180,000	180,542	180,000	33,378	19%
Wage Recoveries	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	-	0%
Housing Allowance	5,200	5,200	5,200	5,200	5,200	1,500	29%
Town Administration	19,135	20,000	21,000	21,000	21,000	-	0%
Electricity	18,439	17,749	19,000	19,198	19,000	4,879	26%
Heat	20,080	9,161	19,000	10,819	19,000	4,562	24%
Telephone & other Utilities	9,196	9,815	9,300	9,282	9,300	4,276	46%
Bad Debts	-	-	-	-	-	-	-
Advertising	-	-	1,000	-	-	-	-
Contracted Services	7,472	15,191	6,000	17,839	6,000	1,201	20%
Maintenance	36,410	30,831	21,000	40,336	22,000	3,957	18%
Public Works Charges	5,496	3,017	6,000	14,717	6,000	3,425	57%
Miscellaneous Operations	-	38	200	1,903	200	790	395%
	<u>266,145</u>	<u>245,007</u>	<u>257,700</u>	<u>290,835</u>	<u>257,700</u>	<u>57,968</u>	<u>22%</u>
Total Expenses	<u>437,834</u>	<u>432,171</u>	<u>431,700</u>	<u>484,687</u>	<u>431,700</u>	<u>77,729</u>	<u>18%</u>
NET CLEC OPERATIONS	<u>(68,868)</u>	<u>(9,281)</u>	<u>(35,500)</u>	<u>(70,434)</u>	<u>(35,500)</u>	<u>(27,014)</u>	
NET LAKEVIEW AND CLEC	<u>(44,539)</u>	<u>26,656</u>	<u>(35,500)</u>	<u>(57,935)</u>	<u>(32,000)</u>	<u>42,999</u>	
<b>Lakeview Park Road</b>							
Road maintenance	1,540	2,754	10,000	-	10,000	-	0%
NET	<u>(46,079)</u>	<u>23,902</u>	<u>(45,500)</u>	<u>(57,935)</u>	<u>(42,000)</u>	<u>42,999</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Capital Expenses

	2014 YTD Actuals	2015 Budget	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 Var
<b>General</b>								
Asset appraisal - Insurance	-	-	-	10,000	6,900	-	-	-
Asset management plan	-	-	-	-	-	30,000	-	0%
Computer Equipment	2,280	10,000	-	12,000	-	12,000	-	0%
Hazmat Inventory	-	20,000	16,770	40,000	10,856	60,000	1,679	3%
Office Equipment	-	-	-	5,000	-	5,000	-	0%
Land Purchase	5,359	32,378	379,129	40,000	195,874	-	-	-
Office Improvements	-	-	-	-	-	-	-	-
Town hall renovations	4,862	1,000,000	39,991	1,300,000	144,678	1,800,000	500	0%
Museum Roof	-	-	-	-	-	-	-	-
	<u>12,501</u>	<u>1,062,378</u>	<u>435,890</u>	<u>1,407,000</u>	<u>358,308</u>	<u>1,907,000</u>	<u>2,179</u>	<u>0%</u>
<b>CLEC</b>								
Carpet	-	-	-	-	-	5,000	-	0%
Clec Windows	-	25,000	-	34,000	19,789	-	-	-
Clec Roofing	-	17,000	7,500	16,000	34,771	-	-	-
Clec Renovations	-	20,000	2,118	10,000	8,326	-	291	-
Defibrillators	-	4,000	4,249	-	-	-	-	-
Electrical upgrades	-	-	-	12,300	25,076	-	-	-
Clec JCP	-	-	-	-	-	15,000	-	0%
Matresses	-	-	-	-	-	5,000	-	0%
Equipment - Propane Stove	-	-	-	-	-	7,000	-	0%
Concrete patio/deck renovation	9,594	13,500	8,500	-	-	-	-	-
Water system/well	-	-	-	-	-	25,000	-	0%
	<u>9,594</u>	<u>79,500</u>	<u>22,367</u>	<u>72,300</u>	<u>87,962</u>	<u>57,000</u>	<u>291</u>	<u>1%</u>
<b>Fire Department</b>								
Air Shoring	5,350	5,000	2,675	-	-	-	-	-
Computer Equipment Mobile CAD	840	-	-	-	-	-	-	-
Data Administration	1,000	-	-	5,000	1,726	10,000	-	0%
Compressor fan - firehall	-	4,000	2,449	-	-	-	-	-
Exhaust Nederman damage #10	3,928	-	-	-	-	-	-	-
Fire/Rescue Truck	254,860	-	-	-	-	-	-	-
Heat Pump/Generator Replacemen	-	15,000	-	15,000	-	15,000	-	0%
Inventory-Fire trucks and equipmen	-	-	-	-	-	20,000	-	0%
Misc Fire Equipment	8,404	3,000	6,644	3,000	5,173	-	-	-
Pagers	-	-	-	6,000	-	-	-	-
Bi-yearly business inspection / Prep	-	-	-	5,000	-	-	-	-
Projector screen/color printer	1,298	-	-	-	-	-	-	-
ATV Truck Pump	-	-	-	8,000	8,193	-	-	-
Firehall repairs	-	5,000	7,900	5,000	6,800	6,000	-	0%
Thermal Camera	-	6,000	7,865	-	-	-	-	-
Turnout Gear Dryer - Cap	-	10,000	8,951	-	-	-	-	-
Training Ground Facilities	-	-	-	10,000	13,846	30,000	-	0%
Truck purchase	57,233	-	-	-	-	-	-	-
Tools and Equipment	9,878	6,000	6,079	3,000	9,318	3,000	-	0%
Holmatro upgrade and used pump	-	-	-	-	-	-	-	-
Hoses and valving	3,275	8,000	6,133	8,000	15,210	8,000	-	0%
Ventilation fan	-	-	-	-	-	-	-	-
	<u>346,065</u>	<u>62,000</u>	<u>48,695</u>	<u>68,000</u>	<u>60,266</u>	<u>92,000</u>	<u>-</u>	<u>0%</u>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
General Fund - Schedule of Capital Expenses

	2014 YTD Actuals	2015 Budget	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 Var
<b>Public Works</b>								
Equipment Purchase	356,721	-	-	200,000	-	135,000	52,317	39%
Annual Paving Program	-	150,000	75,231	-	-	70,000	-	0%
North Shore Rd Engineering	-	40,000	5,033	10,000	-	-	-	-
Organic Waste Containers	114,687	-	-	-	-	-	-	-
PW Truck Shelter - Cap	-	10,000	-	15,000	10,371	-	-	-
Sidewalks	-	40,000	13,254	50,000	35,547	-	-	-
Signs - Capital	15,255	50,000	15,207	60,000	64,977	-	-	-
South Shore Road Improvements	176,902	-	-	-	-	-	-	-
Renfrew Town Square	499,349	-	-	-	-	-	-	-
Stormwater Mapping	74,156	37,880	4,681	-	-	-	-	-
Small tools	8,716	5,000	2,558	10,000	3,939	5,000	-	0%
	<u>1,245,786</u>	<u>332,880</u>	<u>115,963</u>	<u>345,000</u>	<u>114,833</u>	<u>210,000</u>	<u>52,317</u>	<u>25%</u>
<b>Lakeview Park</b>								
JCP Recoveries - Cap	-	-	(30,122)	-	(14,467)	-	-	-
Resurfacing campsites - gravel/san	-	3,000	-	10,000	3,334	5,000	-	0%
Floating walkway repairs	-	7,000	13,500	-	-	-	-	-
Lakeview Washrooms	-	30,000	13,102	60,000	27,863	-	-	-
	<u>-</u>	<u>40,000</u>	<u>(3,521)</u>	<u>70,000</u>	<u>16,729</u>	<u>5,000</u>	<u>-</u>	<u>0%</u>
<b>Parks</b>								
Central Park Washroom/Stage	-	60,000	107,517	-	31,648	10,000	-	0%
Centennial Park	2,658	25,000	18,531	10,000	7,961	-	-	-
Columbarium planning	-	-	-	-	-	10,000	-	0%
Misc Parks Capital	-	-	-	-	-	-	-	-
Marina Park Dock Repairs	-	-	-	20,000	18,000	20,000	-	0%
Park Benches	-	-	-	-	-	-	-	-
Centennial Park Upgrades	-	-	-	577,425	406,433	1,048,500	161,381	15%
Pickleball/Tennis Courts	-	-	-	-	-	50,000	-	0%
Riverside Park - Washrooms JCP	-	-	-	-	-	50,000	-	0%
Saywell Park Improvements	-	40,000	49,162	-	-	23,000	-	0%
Saywell Park JCP	-	-	7,017	-	-	-	-	-
Kaatza Museum JCP	-	-	603	-	-	-	-	-
	<u>2,658</u>	<u>125,000</u>	<u>182,830</u>	<u>607,425</u>	<u>464,042</u>	<u>1,211,500</u>	<u>161,381</u>	<u>13%</u>
<b>Total General Capital</b>	<u>1,616,603</u>	<u>1,701,758</u>	<u>802,225</u>	<u>2,569,725</u>	<u>1,102,141</u>	<u>3,482,500</u>	<u>216,168</u>	<u>6%</u>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
Sewer Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<b>Revenues</b>							
User Rates	428,719	434,229	434,000	434,749	440,000	429,216	98%
Connection Fees	180	2,710	700	3,542	1,000	1,450	145%
Penalties And Other Interest	4,979	4,895	4,600	4,750	4,600	-	0%
Sewer Facilities Grant	-	-	-	-	1,305,900	-	0%
Conditional Grants	-	1,351,200	-	-	-	-	-
Debt	-	-	-	-	-	-	-
Parcel Tax	164,200	163,900	163,600	163,700	163,400	-	0%
Contribution from others	-	-	-	4,075	-	-	-
Transfer From Surplus	-	-	90,100	-	355,100	-	0%
	<b>598,079</b>	<b>1,956,934</b>	<b>693,000</b>	<b>610,815</b>	<b>2,270,000</b>	<b>430,666</b>	<b>19%</b>
<b>Expenditures</b>							
Administration	1,520	1,622	2,700	1,590	2,700	85	3%
Office Administration	47,340	47,300	54,000	54,000	54,000	-	0%
Consumption Rebates	1,463	838	1,500	275	1,000	75	8%
PW Administration	59,175	75,000	67,000	67,000	67,000	-	0%
Discounts	29,848	29,977	29,000	30,908	31,000	32,240	104%
General Maintenance	48,629	65,875	68,000	46,903	68,000	10,630	16%
Connections Maintenance	6,982	6,723	9,500	4,396	9,500	773	8%
Chlorination	6,571	7,593	8,000	7,275	8,000	2,018	25%
New Connections	4,414	276	4,000	-	4,000	-	0%
Sewer Flushing	6,015	7,120	6,500	29	6,500	-	0%
Sewer Pump Maintenance	25,709	40,957	46,500	39,818	46,500	9,426	20%
Sewer Lagoon Maintenance	41,309	89,846	91,300	67,319	91,300	11,423	13%
Transfer to Surplus	-	-	-	-	-	-	-
Amortization - Sewer Fund	56,078	74,943	-	93,805	-	-	-
Capital	37,367	1,558,464	305,000	91,855	1,880,500	-	0%
	<b>372,421</b>	<b>2,006,534</b>	<b>693,000</b>	<b>505,171</b>	<b>2,270,000</b>	<b>66,670</b>	<b>3%</b>
Surplus(Deficit)	225,658	(49,600)	-	105,644	-	363,996	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
Sewer Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<b><u>SEWER CAPITAL</u></b>							
Liftstation Upgrades	-	-	30,000	-	75,000	-	0%
Sewer I&I	10,141	21,550	175,000	82,658	132,200	-	0%
Sewer Treatment Miscellaneous	-	-	-	-	-	-	-
Sewer Treatment Construction	27,226	1,536,914	100,000	9,197	1,673,300	-	0%
Wellington Sanitary Sewer	-	-	-	-	-	-	-
Riverside Force Main	-	-	-	-	-	-	-
	<b>37,367</b>	<b>1,558,464</b>	<b>305,000</b>	<b>91,855</b>	<b>1,880,500</b>	<b>-</b>	<b>0%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
Water Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<b>Revenues</b>							
User Rates	516,327	521,729	520,000	521,482	532,000	522,065	98%
Connection Fees	180	6,660	600	9,100	1,000	4,700	470%
Fire Hydrant Installation & other	6,390	9,622	1,500	4,948	3,000	35	1%
Other Penalties And Interest	6,563	6,028	6,500	5,652	5,500	-	0%
Grant - Water main upgrades	-	-	-	-	1,129,093	-	0%
Infrastructure Grant	-	-	1,200,000	-	4,875,000	-	0%
Debt	-	-	-	-	300,000	-	0%
Parcel Tax	167,400	167,100	233,660	233,800	233,520	-	0%
Transfer From Surplus	-	-	153,000	-	546,501	-	0%
	<b>696,860</b>	<b>711,139</b>	<b>2,115,260</b>	<b>774,981</b>	<b>7,625,614</b>	<b>526,800</b>	<b>37%</b>
<b>Expenditures</b>							
Administration	1,138	1,060	3,400	1,810	3,400	-	0%
Office Administration	65,770	65,600	65,600	65,600	65,600	-	0%
PW Administration	82,210	82,000	82,000	82,000	82,000	-	0%
Consumption Rebates	1,463	838	1,500	275	1,000	75	8%
Discounts	36,023	36,215	37,800	37,864	37,800	39,646	105%
Safety and Training	364	6,405	4,500	3,797	4,500	169	4%
Chlorination	7,943	9,158	8,000	10,981	9,000	3,659	41%
Flushing	9,414	11,618	11,000	12,181	12,500	-	0%
Reservoir	1,474	4,161	4,500	3,170	4,500	523	12%
General Maintenance	65,335	83,099	89,000	74,040	89,000	25,634	29%
Hydrants	25,879	14,723	22,660	14,460	22,660	93	0%
New Connections	3,038	7,950	8,000	5,416	8,000	4,917	61%
Connection Maintenance	60,983	55,827	75,000	58,635	75,000	8,022	11%
Water Meters	4,822	11,322	6,200	10,253	8,500	5,096	60%
Pump House Maintenance	24,576	33,226	32,800	36,838	32,500	14,413	44%
Booster Pumps Maintenance	7,171	11,239	10,300	10,032	11,300	1,840	16%
Slopes water pump station	6,767	4,791	8,000	5,241	8,000	1,763	22%
Greendale Water Connection	2,782	3,469	5,000	7,844	5,000	4,170	83%
Transfer to surplus	-	-	-	-	-	-	-
Amortization - Water Fund	93,040	103,480	-	103,480	-	-	-
Capital	33,158	16,540	1,640,000	28,534	7,145,354	189,528	3%
	<b>533,351</b>	<b>562,721</b>	<b>2,115,260</b>	<b>572,451</b>	<b>7,625,614</b>	<b>299,551</b>	<b>4%</b>
Surplus(Deficit)	163,509	148,418	-	202,530	-	227,249	-

TOWN OF LAKE COWICHAN  
Statement of Expenditure - March 31, 2017  
Water Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<b>WATER CAPITAL</b>							
Cowichan Lake Road Loop	-	-	-	-	-	-	-
Fire Hydrant Upgrades	-	-	-	-	-	-	-
Flow meter / recorder equipment	-	-	20,000	7,578	-	-	-
Greendale Road Watermain	-	-	-	-	769,863	-	0%
Greendale Trestle Watermain Upgrade	-	-	-	-	164,204	-	0%
Ohtaki Bridge Watermain Upgrade	-	-	-	-	77,550	-	0%
Park Rd Watermain Upgrade	-	-	-	-	235,052	-	0%
Wilson Watermain Upgrade	10,445	-	-	-	113,685	19,556	17%
Water metering	-	-	-	-	-	-	-
Water Modelling	5,053	-	-	-	-	-	-
Water Treatment Upgrade	17,660	16,540	1,600,000	20,956	5,760,000	169,972	3%
Water Service Replacements	-	-	20,000	-	25,000	-	0%
	-	-	-	-	-	-	-
	33,158	16,540	1,640,000	28,534	7,145,354	189,528	3%





# Building Report

TO: Chief Administrative Officer

SUBJECT: Building Permit Summary for the Month of MARCH

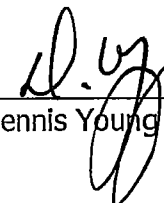
DATE: APR 5 / 17

FROM: Building Inspector

## Applications

	Outstanding Permits		Applications Completed		Taken out in Current Month
	Previous Years'	Current Year	Previous Years'	Current Year	
Single Family Dwellings	19	5	3		3
Commercial	3	1			1
Carport / garage	3				
Demolitions	2				
Renovations	11	1	1		
Deck	5				
Lawn Sprinkler / Woodstove					
Relocated Home					
Other <u>SHEDS</u>	1				
<b>TOTALS</b>	<b>44</b>	<b>7</b>	<b>4</b>		<b>4</b>

Building Permit Fees	Value of construction	Permit fees
For the current month	832,993.00	8,856.50
Year to Date	1,141,245.00	13,089.00

  
 \_\_\_\_\_  
 Dennis Young



Lake Cowichan Fire Department

P.O. Box 31

Lake Cowichan, BC

V0R 2G0

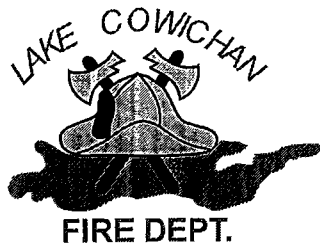
(250)749-3522

## February 2017 Monthly Incident Report

- ~~1~~ Business Meeting / Practice
- ~~3~~ Practices
- ~~2~~ Chimney Fires
- ~~1~~ Tour of Ammonia & Chlorine Stations
- ~~1~~ Ammonia/Chlorine Tabletop Exercise
- ~~2~~ Alarms Activated
- ~~2~~ Medical Assist
- ~~2~~ Hydro Line Fires
- ~~1~~ JIBC Playbook Training
- ~~1~~ MVA
- ~~1~~ Truck Clean
- ~~1~~ Secretary/Treasurer Monthly Stipend
- ~~2~~ Officer/Member Duty Sheets
- 4 NFPA Tests

**Total Call Outs & Practices**

**\$6427.45**



Lake Cowichan Fire Department  
 P.O. Box 31  
 Lake Cowichan, BC  
 V0R 2G0  
 (250)749-3522

Fire Stats February 2017

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Men</u>	<u>Hours</u>	<u>Cost</u>
02/02	2:19 AM	Nootka Cres/Greendale	Hydro Line Fire	12	1	\$228.49
02/03	9:46 AM	311 South Shore Rd	Medical Aid	11	1.5	\$318.68
02/05	6:47 PM	107 Coronation	Medical Aid	9	1	\$170.46
02/06	7:00 PM	Fire Hall	Business Meeting	27	2	\$906.70
02/07	7:25PM	322 South Shore Rd	Chimney Fire	21	1	\$338.96
02/09	11:04 PM	190 South Shore Rd	Alarms Activated	15	1	\$283.58
02/09	11:46 PM	55 Coronation	Alarms Activated	14	1	\$264.89
02/11	7:43 AM	155 Berar Rd	Chimney Fire	17	1	\$321.25
02/14	7:00 PM	Fire Hall	Practice	19	2	\$644.46
02/15	6:00 PM	Fire Hall	Truck Check	12	2	\$374.16
02/17	6:53 AM	Highway 18	MVA	15	1	\$283.58
02/18	8:30 AM	Fire Hall	JIBC Playbook Training	1	4	\$78.68
02/20	11:00 AM	Arena & Chlorine Stations	Tour	1	4	\$78.68
02/20	7:00 PM	Fire Hall	Practice	16	2	\$492.40
02/21	5:30 AM	Fire Hall	Ammonia/Chlorine Table Top Exercise	5	3	\$295.05
02/24	3:18	8811 Youbou Rd	Hydro Line Fire	13	1	\$206.17
02/28	7:00 PM	Fire Hall	Practice	22	2	\$755.22
			N.F.P.A Tests	1	8	\$157.36
			Officer/Monthly Duty Sheets	1	4	\$78.68
			Sec/Treasurer Stipend			\$150.00

		<b>Total</b>				<b>\$6427.45</b>
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1cm = 2m

118

190 Sept 01