



# TOWN OF LAKE COWICHAN

## Finance and Administration Committee

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

### AGENDA

1. **CALL TO ORDER**

Page #

**INTRODUCTION OF LATE ITEMS** (if applicable)

2. **APPROVAL OF AGENDA**

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

**Ongoing Items Still Being Addressed:**

- (a) Municipal Hall Upgrades- Update.
- (b) Kasapi Centre.

4. **DELEGATIONS AND REPRESENTATIONS**

None.

5. **CORRESPONDENCE**

- (a) Liam Edwards, Local Government Infrastructure and Finance Branch, re: 2017 Infrastructure Planning Grants.

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6. **REPORTS**

- (a) Director of Finance re: Financial Report for Period ending June 30<sup>th</sup>, 2017.
- (b) Building Inspector re: Building Permits for June, 2017.
- (c) Lake Cowichan Fire Department Incident Report for May, 2017.
- (d) Lake Cowichan Fire Department Incident Report for June, 2017.

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7. **NEW BUSINESS**

- (a) Tube Levy.
- (b) Formation of New Care facility Committee.

8. **NOTICES OF MOTION**

9. **PUBLIC RELATIONS ITEMS**

10. **MEDIA/PUBLIC QUESTION PERIOD**

11. **ADJOURNMENT**

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Ministry of Community,  
Sport and Cultural  
Development

Local Government Infrastructure  
and Finance Branch  
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CIRCULAR

Circular No. 17:13  
ARCS File #: 195-20

June 22, 2017

To: All Local Government Chief Administrative Officers

Re: **2017 Local Government Grants Program – Infrastructure Planning Grants**

The Infrastructure Planning Grant Program (the Program) offers grants up to \$10,000 to help local governments plan, design and manage infrastructure. The Program can assist in the development of long-term comprehensive plans and feasibility studies that will improve public health and safety, enhance environmental protection and increase infrastructure sustainability. Funding is available for projects that support improved water, sewer, drainage and other environmental infrastructure.

In addition to selection criteria established by the Province of British Columbia, preference will be given to applications that will lead to future capital projects and those that promote innovation, build partnerships, and generate transferable knowledge.

Local governments that are involved in proactive infrastructure planning are better prepared to take advantage of capital grant programs. The Program can be used to help develop the long term plans and feasibility studies that are often key to the success of an application to a capital grant program.

The Program has a year round open intake with two application review deadlines. The next deadline for the 2017 Program is July 12<sup>th</sup>, 2017. Program documents can be downloaded from the Ministry's website at:

[http://www.cscd.gov.bc.ca/lgd/infra/infrastructure\\_grants/infrastructure\\_planning\\_grant.htm](http://www.cscd.gov.bc.ca/lgd/infra/infrastructure_grants/infrastructure_planning_grant.htm)

Local governments are encouraged to submit applications on behalf of organizations such as improvement districts, registered water utilities or other small water systems if they have been approached by these groups to assist them to benefit from the Program. Please see the Program Guide for more information regarding such partnerships.

Liam Edwards  
Executive Director  
Local Government Infrastructure and Finance Branch



# Memo

**TO:** Chief Administrative Officer  
**FROM:** Director of Finance  
**DATE:** July 4, 2017  
**SUBJECT:** Financial Report for the Period Ending June 30, 2017

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The statements of revenues and expenditures for the general, sewer and water funds are attached for your review and input.

## Point of Note

- The administration fees from January to December have been reflected in these statements.
- The Education Centre and Lakeview Park operations are reflecting a combined loss of \$5,774.
- An offer to purchase Town owned property on Neva Road has been received subject to the clean-up of the property prior to sale.

Ronnie Gill, CPA, CGA

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 2017

	2014	2015	2016	2016	3.0%	2017	2017	2017
REVENUES	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	YTD Actuals	%
Taxes	1,817,278	1,871,701	1,937,031	1,934,154	1,999,050	2,012,395		101%
Supplemental Adjustments	-	-	-	-	-	-		-
Grants-In-Lieu	49,282	48,514	48,600	48,747	48,600	51,425		106%
Penalties and Interest on Taxes	82,528	75,768	62,000	75,667	64,500	5,466		8%
Business Licences	17,375	17,750	17,000	18,525	17,000	19,800		116%
Building and Other Permits	17,660	20,191	14,200	48,766	21,000	30,904		147%
Storm Drain Connection Fees	180	210	-	640	-	1,660		-
Dog Tags and Fines	4,385	4,120	3,900	3,610	3,500	2,530		72%
Interest on Investments	41,942	41,405	20,000	52,639	30,000	24,165		81%
Fire Service to CVRD	165,532	189,012	216,658	216,658	230,000	-		0%
Garbage Revenues	338,945	368,636	367,500	375,851	371,300	334,231		90%
Lakeview Revenues	166,612	182,747	159,000	181,951	173,000	146,824		85%
Sale of Assets	870	31,054	-	246,065	-	-		-
Public Works Revenues	8,036	4,707	-	1,400	-	1,275		-
Fire Department Revenues	1,000	19,634	-	484	-	578		-
Other Revenue	13,371	339,335	9,750	68,576	10,250	9,586		94%
Ambulance Building Lease	44,659	44,829	45,000	44,829	45,000	22,415		50%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	8,223		50%
Clec Revenues	368,965	422,890	396,200	414,254	397,000	116,828		29%
Unconditional Transfers	302,816	474,974	443,800	457,917	436,900	469,633		107%
Conditional Transfers	367,449	64,420	347,355	36,940	915,000	2		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	145,171	145,170		100%
Library Levy	116,126	119,314	123,852	123,852	127,782	128,699		101%
Collections For Other Govts.	2,087,106	2,163,113	2,125,350	2,112,124	2,155,326	2,167,143		101%
	<b>6,813,147</b>	<b>6,657,651</b>	<b>8,062,084</b>	<b>6,617,409</b>	<b>9,161,879</b>	<b>5,698,952</b>		<b>62%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 2017

	2014	2015	2016	2016	3.0%	2017	2017	2017
	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	YTD Actuals	%
<b>EXPENDITURES</b>								
General Government Services	468,742	484,842	535,550	529,382	555,300	104,561		19%
Fire Department	241,119	275,789	321,800	310,516	370,200	162,387		44%
Police Force	133,349	137,228	133,407	137,400	145,171	-		0%
Bylaw Enforcement & Other	48,436	48,767	67,000	49,537	60,000	22,105		37%
Public Works Administration	125,270	91,761	126,700	121,905	108,500	(22,154)		-20%
Public Works Roads	367,202	332,615	428,500	324,432	418,900	162,340		39%
Public Works - Equipment & Other	(121,809)	(157,353)	-	(113,160)	-	(77,339)		-
Garbage Expenses	350,916	370,081	383,000	383,491	385,300	206,742		54%
Planning, Health & Other	35,666	48,673	55,100	40,524	70,500	33,715		48%
Centennial Hall Expenses	-	-	-	-	-	-		-
Info Centre	16,617	17,024	22,000	19,993	22,000	7,290		33%
Parks	200,294	209,793	240,400	204,703	223,600	106,052		47%
Lakeview Park	142,283	146,810	159,000	169,453	169,600	78,645		46%
CLEC Expense	437,834	432,171	431,700	484,687	432,100	190,707		44%
Lakeview Road	1,540	2,754	10,000	-	10,000	74		1%
Transfer To Library	116,128	119,314	123,852	123,852	127,782	63,890		50%
Capital	1,616,603	802,225	2,569,725	1,102,141	3,482,500	360,399		10%
Debt Charges - Interest	2,146	1,852	3,000	2,662	3,000	958		32%
Debt Payments - Fire	191,250	175,110	200,000	189,689	195,000	97,374		50%
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	-	-	-	-	91,100	-		0%
Transfers To Other Governments	2,087,106	2,163,113	2,125,350	2,112,124	2,155,326	-		0%
	<b>6,964,757</b>	<b>6,577,643</b>	<b>8,062,084</b>	<b>6,998,949</b>	<b>9,161,879</b>	<b>1,497,746</b>		<b>16%</b>
Surplus(Deficit)	<b>(151,610)</b>	<b>80,008</b>	<b>-</b>	<b>(381,541)</b>	<b>-</b>	<b>4,201,206</b>		

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	35,372	51%
Mayor and Council Expenses	33,481	30,304	41,500	36,889	41,500	13,671	33%
Mildred Child Annex	3,373	2,556	2,600	2,131	2,600	1,898	73%
Municipal Hall	17,353	16,371	21,150	17,234	25,600	11,260	44%
Office Wages	410,356	393,621	414,000	423,929	425,000	201,501	47%
Office Expenses	33,403	29,035	56,100	48,542	56,500	19,374	34%
Data Processing	20,771	20,466	22,200	22,447	24,600	16,272	66%
Legal Expense	7,369	9,215	15,000	25,901	15,000	5,421	36%
Audit	10,500	23,792	26,000	16,748	26,000	8,190	32%
Elections	4,779	-	2,000	-	2,000	-	0%
Insurance	53,623	49,638	72,000	49,758	75,000	31,824	42%
Grants-in-aid	6,199	6,115	5,500	4,050	5,000	2,350	47%
Ohtaki expense	5,251	5,059	7,000	3,885	6,500	-	0%
Ohtaki recoveries	(85)	-	-	(56)	-	-	-
Payroll Benefits Clearing	13,583	40,370	-	27,565	-	(23,072)	-
Insurance and administration recovery	(210,230)	(209,700)	(219,000)	(219,000)	(219,500)	(219,500)	100%
	<b>468,742</b>	<b>484,842</b>	<b>535,550</b>	<b>529,382</b>	<b>555,300</b>	<b>104,561</b>	<b>19%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	42,124	42%
Other Wage Costs	16,786	17,183	15,000	16,962	17,000	9,162	54%
Town Administration	7,785	7,500	8,000	8,000	13,000	13,000	100%
Fire Hall Operations and Maint.	47,354	45,413	45,200	43,023	48,600	28,554	59%
Miscellaneous Operations	30,741	51,391	67,900	42,095	91,500	32,577	36%
Training	14,788	12,996	24,000	24,172	24,000	17,467	73%
Fire Vehicles & Equipment	40,720	39,557	66,700	59,465	76,100	18,826	25%
	<u>241,119</u>	<u>275,789</u>	<u>321,800</u>	<u>310,516</u>	<u>370,200</u>	<u>161,711</u>	
Firesmart	-	-	-	-	-	579	-
Community Wildfire Protection Plan	-	-	-	-	-	97	-
	-	-	-	-	-	<u>676</u>	-
<b>Total Fire Department</b>	<b><u>241,119</u></b>	<b><u>275,789</u></b>	<b><u>321,800</u></b>	<b><u>310,516</u></b>	<b><u>370,200</u></b>	<b><u>162,387</u></b>	
<b>Bylaw Enforcement &amp; Other</b>							
Emergency Measures	-	-	7,000	-	6,500	-	0%
Bylaw Enforcement/Animal Control	15,683	14,906	20,000	15,549	16,500	7,032	43%
Building Inspection	32,753	33,861	40,000	33,987	37,000	15,073	41%
	<u>48,436</u>	<u>48,767</u>	<u>67,000</u>	<u>49,537</u>	<u>60,000</u>	<u>22,105</u>	37%



TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	12,977	37%
PW Admin Wages	212,502	199,001	210,000	206,506	210,000	98,249	47%
PW Admin Other	5,244	4,287	14,700	5,083	13,300	13,657	103%
Safety and Training	13,865	21,458	16,300	35,184	27,000	29,762	110%
Office Administration Charge	13,585	14,200	14,300	14,300	14,200	14,200	100%
Recovery from Utilities	(163,575)	(179,500)	(172,900)	(172,900)	(191,000)	(191,000)	100%
	<b>125,270</b>	<b>91,761</b>	<b>126,700</b>	<b>121,905</b>	<b>108,500</b>	<b>(22,154)</b>	<b>-20%</b>
<b>Equipment Costs</b>							
Equipment	141,210	32,614	-	60,770	-	5,681	-
Equipment Allocations	(263,019)	(189,967)	-	(173,930)	-	(83,070)	-
	<b>(121,809)</b>	<b>(157,353)</b>	<b>-</b>	<b>(113,160)</b>	<b>-</b>	<b>(77,390)</b>	<b>-</b>
<b>Other Costs</b>							
Billable Outside Jobs	-	(0)	-	-	-	50	-
Billable Outside Jobs - Recoverie	-	-	-	-	-	-	-
	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50</b>	<b>-</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	46	1%
Boulevards	30,604	54,719	31,000	42,398	31,000	19,876	64%
Crack Sealing	-	7,880	10,000	-	10,000	2,151	22%
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	3,441	34%
Litter Control	15,695	9,714	16,000	15,787	16,000	1,565	10%
Marking	14,723	15,063	10,000	14,348	10,000	23	0%
Mowing	20,974	5,943	13,000	1,822	13,000	662	5%
Patching	9,996	10,263	15,000	10,836	15,000	6,799	45%
Roads-other	19,455	15,907	13,700	3,076	14,000	817	6%
Seasonal decoration	11,616	14,588	12,000	11,445	12,000	4,188	35%
Shoulders	6,639	6,587	14,000	6,354	14,000	2,662	19%
Sidewalks	15,670	19,828	16,000	16,617	16,000	2,590	16%
Signs	9,411	7,078	11,000	7,733	11,000	6,769	62%
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	15,938	32%
Street Lighting	78,326	72,591	79,000	78,756	79,000	34,012	43%
Street Sweeping	10,612	8,576	11,000	4,349	11,000	5,920	54%
Office Administration Charge	20,880	20,400	20,400	20,400	20,900	20,900	100%
	<b>367,202</b>	<b>332,615</b>	<b>428,500</b>	<b>324,432</b>	<b>418,900</b>	<b>162,340</b>	<b>39%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	308,968	98%
Toter rentals	3,753	3,804	3,500	4,140	3,500	3,478	99%
Penalties	4,137	4,125	4,000	3,804	3,800	-	0%
Recycling	25,522	50,781	50,000	56,485	50,000	21,786	44%
	<b>338,945</b>	<b>368,636</b>	<b>367,500</b>	<b>375,851</b>	<b>371,300</b>	<b>334,231</b>	<b>90%</b>
<b>Expenditures</b>							
Regular collection costs	202,400	237,936	237,000	241,643	237,000	125,248	53%
Office Administration Charges	15,850	16,000	17,100	17,100	17,200	17,200	100%
PW Administration Charges	22,190	22,500	23,900	23,900	24,100	24,100	100%
Tipping Fees	72,156	54,775	60,000	61,645	62,000	23,779	38%
Recycling costs	38,320	38,870	45,000	39,204	45,000	16,415	36%
	<b>350,916</b>	<b>370,081</b>	<b>383,000</b>	<b>383,491</b>	<b>385,300</b>	<b>206,742</b>	<b>54%</b>
<b>Net</b>	<b>(11,971)</b>	<b>(1,445)</b>	<b>(15,500)</b>	<b>(7,640)</b>	<b>(14,000)</b>	<b>127,490</b>	<b>-</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	22,415	50%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	8,223	50%
Public Health Expenses	10,497	7,689	13,500	11,060	13,500	9,245	68%
NET	50,262	53,240	47,600	50,128	48,000	21,393	45%
<b>Planning</b>							
Planning and Zoning Expenses	23,012	15,386	32,500	24,280	32,500	8,705	27%
<b>Other Functions</b>							
Town Economic Development	-	2,120	3,500	1,245	14,000	10,666	76%
Age Friendly Grant	-	19,715	-	-	-	-	-
BC Healthy Communities	2,491	-	-	-	-	-	-
BC Healthy Communities Grant	(2,491)	-	-	-	-	-	-
Community Garden - water service	-	-	-	-	5,000	4,863	97%
Pacific Marine Circle Route	-	-	1,000	-	1,000	-	0%
Heritage Advisory	2,157	717	1,500	860	1,000	237	24%
Trail signage	-	-	-	-	-	-	-
Cowichan Aquatic Centre	-	3,046	3,100	3,079	3,500	-	0%
Neighbourhood of learning	-	-	-	-	-	-	-
	2,157	25,598	9,100	5,184	24,500	15,765	64%
Total Development Services Expenses	35,666	48,673	55,100	40,524	70,500	33,715	0
<b>Centennial Hall</b>							
	-	-	-	-	-	-	-
<b>Info Centre</b>							
PW Labour	612	968	2,500	1,020	2,500	296	12%
Water, Sewer & Garbage	1,207	1,216	700	647	700	-	0%
Contracted Services	11,695	10,687	15,000	15,540	15,000	4,490	30%
Other Expenses	3,104	4,154	5,000	3,986	5,000	3,105	62%
Recoveries - hydro	-	-	(1,200)	(1,200)	(1,200)	(600)	50%
	16,617	17,024	22,000	19,993	22,000	7,290	0

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	100	20%
Bell Tower School	2,388	1,378	2,400	1,320	2,400	869	36%
Centennial Park	23,062	23,971	24,000	11,512	12,000	2,583	22%
Central Park	19,367	16,593	19,000	18,289	19,000	3,929	21%
Civic Square	2,281	929	2,500	1,005	2,500	558	22%
Communities in Bloom	1,418	379	3,000	36	3,000	-	0%
Community Garden	2,043	1,388	1,500	8,654	-	8	-
Cougar Sign Landscaping	1,499	2,687	3,000	2,632	3,000	1,456	49%
Dashwood Park	231	672	1,200	364	1,200	168	14%
Entrance Sign	7,844	12,622	10,000	8,039	10,000	26,177	262%
Footbridge	5,868	4,771	4,500	4,270	4,500	471	10%
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	282	28%
Greendale Park	1,720	7,576	5,700	2,410	5,700	1,140	20%
Heritage Garden	3,293	4,089	5,000	5,344	5,000	1,477	30%
Kaatza Museum	8,951	6,772	10,000	9,028	10,000	6,589	66%
King George Roundabout Park	3,623	5,842	10,000	20,258	10,000	3,686	37%
Lakedays Preparation	1,619	1,863	2,000	1,511	2,000	684	34%
Marina Park	1,965	2,713	1,700	1,935	1,700	532	31%
Memorial Park	3,790	6,907	6,500	4,505	6,500	2,345	36%
Ohtaki Park/Kasapi Center	1,289	2,807	15,000	4,462	10,000	1,101	11%
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	4,354	27%
Parkstone Park	912	830	2,000	889	2,000	641	32%
Joginder Bains Park - Point Ideal	3,438	1,585	3,500	1,748	3,500	1,177	34%
Pickleball Courts	-	-	-	-	1,400	-	0%
Ravine Park	-	-	500	-	-	-	-
Riverside Park	5,945	5,721	5,900	4,900	5,900	1,004	17%
Sahtlam Park	1,072	1,885	2,500	1,488	2,500	602	24%
Saywell Park	24,709	19,623	20,000	13,638	20,000	7,278	36%
Seniors Centre	773	2,711	2,100	1,384	2,100	1,377	66%
Ted Burns Nature Preserve	121	323	1,000	769	1,000	-	0%
Tennis Courts	883	941	1,000	4,570	3,000	13,281	443%
Town Square	930	11,227	3,000	6,582	3,500	1,620	46%
Trans Canada Trail	6,930	2,493	5,000	3,741	5,000	305	6%
Trestle Walkway	1,968	1,874	3,000	748	3,000	295	10%
Vandalism	988	874	5,000	2,944	5,000	78	2%
Washrooms	12,363	13,020	15,000	16,271	15,000	6,947	46%
Winter Park	3,527	7,588	7,000	7,314	7,000	2,141	31%
Office Administration Charge	12,700	11,400	11,000	11,000	10,700	10,700	100%
	200,294	209,793	240,400	204,703	223,600	106,052	47%

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	122,000	112,690	92%
Walk Ins	28,034	29,457	22,000	23,687	22,000	8,476	39%
Power Fees	19,623	21,416	18,000	20,475	18,000	20,068	111%
Propane	-	-	-	-	-	-	-
Wood and ice sales	5,005	3,556	3,000	6,433	5,000	1,261	25%
Operating Grant	-	-	-	-	-	-	-
Other Revenue	-	-	-	52	-	-	-
Moorage	7,132	8,042	6,000	6,081	6,000	4,328	72%
	<u>166,612</u>	<u>182,747</u>	<u>159,000</u>	<u>181,951</u>	<u>173,000</u>	<u>146,824</u>	<u>85%</u>
Office Administration Charge	7,185	7,300	7,600	7,600	8,100	8,100	100%
CLEC Admin Charges	30,000	30,000	30,000	30,000	30,000	30,000	100%
Summer Student Wages	35,708	42,923	45,000	54,629	55,000	9,558	17%
Maintenance Wages	7,031	4,861	6,000	6,094	6,000	5,444	91%
Contracted Services	3,926	9,822	10,000	10,381	10,000	3,428	34%
PW Labour	86	849	1,000	1,201	1,000	301	30%
Hydro and Electricity	6,772	6,418	7,600	8,107	8,000	3,314	41%
Materials and Supplies	18,502	10,822	15,000	13,201	15,000	274	2%
Other Expenses	7,735	8,246	7,400	7,849	8,000	4,490	56%
Water, Sewer & Garbage	9,921	9,948	7,800	9,978	8,000	9,898	124%
Park Attendant/ Security	11,098	10,472	15,000	15,139	15,000	3,003	20%
Public Works Charges	97	263	500	1,312	500	4	1%
Telephone	2,944	3,136	4,000	2,894	3,000	831	28%
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>169,600</u>	<u>78,645</u>	<u>46%</u>
Net	<u>24,329</u>	<u>35,937</u>	<u>-</u>	<u>12,498</u>	<u>3,400</u>	<u>68,179</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	113,828	29%
Programming revenues	2,578	-	1,000	6,588	1,000	-	0%
Rental Income	5,200	5,200	5,200	5,200	6,000	3,000	50%
JCP	-	600	-	-	-	-	-
	<u>368,965</u>	<u>422,890</u>	<u>396,200</u>	<u>414,254</u>	<u>397,000</u>	<u>116,828</u>	<u>29%</u>
<b>Expenditures - Variable</b>							
Program Services	10,796	8,662	10,000	7,831	10,000	491	5%
Kitchen Wages	70,655	76,563	70,000	72,426	70,000	24,635	35%
Food Supplies	58,477	67,394	60,000	76,105	60,000	10,871	18%
Custodians	27,785	32,046	30,000	34,266	30,000	12,971	43%
Equipment	-	-	-	-	-	-	-
Supplies	3,976	2,499	4,000	3,223	4,000	693	17%
	<u>171,689</u>	<u>187,164</u>	<u>174,000</u>	<u>193,852</u>	<u>174,000</u>	<u>49,661</u>	<u>29%</u>
<b>Expenditures - Fixed</b>							
Admin Salaries	174,718	164,005	180,000	180,542	181,000	83,075	46%
Wage Recoveries	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	100%
Housing Allowance	5,200	5,200	5,200	5,200	6,000	3,000	50%
Town Administration	19,135	20,000	21,000	21,000	21,600	21,600	100%
Electricity	18,439	17,749	19,000	19,198	20,000	14,075	70%
Heat	20,080	9,161	19,000	10,819	12,000	8,728	73%
Telephone & other Utilities	9,196	9,815	9,300	9,282	9,300	5,880	63%
Bad Debts	-	-	-	-	-	-	-
Advertising	-	-	1,000	-	-	-	-
Contracted Services	7,472	15,191	6,000	17,839	8,000	7,642	96%
Maintenance	36,410	30,831	21,000	40,336	24,000	19,257	80%
Public Works Charges	5,496	3,017	6,000	14,717	6,000	6,999	117%
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>258,100</u>	<u>141,046</u>	<u>55%</u>
Total Expenses	<u>437,834</u>	<u>432,171</u>	<u>431,700</u>	<u>484,687</u>	<u>432,100</u>	<u>190,707</u>	<u>44%</u>
NET CLEC OPERATIONS	<u>(68,868)</u>	<u>(9,281)</u>	<u>(35,500)</u>	<u>(70,434)</u>	<u>(35,100)</u>	<u>(73,879)</u>	
NET LAKEVIEW AND CLEC	<u>(44,539)</u>	<u>26,656</u>	<u>(35,500)</u>	<u>(57,935)</u>	<u>(31,700)</u>	<u>(5,700)</u>	
<b>Lakeview Park Road</b>							
Road maintenance	1,540	2,754	10,000	-	10,000	74	1%
NET	<u>(46,079)</u>	<u>23,902</u>	<u>(45,500)</u>	<u>(57,935)</u>	<u>(41,700)</u>	<u>(5,774)</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	633	0%
Museum Roof	-	-	-	-	-	-	-	-
	12,501	1,062,378	435,890	1,407,000	358,308	1,907,000	2,312	0%
<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	-	(0)	-
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%
	9,594	79,500	22,367	72,300	87,962	57,000	(0)	0%
<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	8,832	59%
Inventory-Fire trucks and equipmen	-	-	-	-	-	20,000	2,813	14%
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	1,864	31%
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	2,192	27%
Ventilation fan	-	-	-	-	-	-	-	-
	346,065	62,000	48,695	68,000	60,266	92,000	15,700	17%



TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	53,136	39%
Annual Paving Program	-	150,000	75,231	-	-	70,000	443	1%
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	-	0	-
Signs - Capital	15,255	50,000	15,207	60,000	64,977	-	(0)	-
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	753	15%
	<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>54,332</u>	<u>26%</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	288,056	27%
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>288,056</u>	<u>24%</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>360,399</u>	<u>10%</u>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	436,102	99%
Connection Fees	180	2,710	700	3,542	1,000	5,537	554%
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	164,100	164,500	100%
Contribution from others	-	-	-	4,075	-	-	-
Transfer From Surplus	-	-	90,100	-	-	-	-
	<u>598,079</u>	<u>1,956,934</u>	<u>693,000</u>	<u>610,815</u>	<u>1,915,600</u>	<u>606,139</u>	<u>32%</u>
<b>Expenditures</b>							
Administration	1,520	1,622	2,700	1,590	2,700	185	7%
Office Administration	47,340	47,300	54,000	54,000	47,300	47,300	100%
Consumption Rebates	1,463	838	1,500	275	1,000	175	18%
PW Administration	59,175	75,000	67,000	67,000	83,800	83,800	100%
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	18,469	27%
Connections Maintenance	6,982	6,723	9,500	4,396	9,500	951	10%
Chlorination	6,571	7,593	8,000	7,275	8,000	2,196	27%
New Connections	4,414	276	4,000	-	4,000	-	0%
Sewer Flushing	6,015	7,120	6,500	29	6,500	766	12%
Sewer Pump Maintenance	25,709	40,957	46,500	39,818	46,500	18,608	40%
Sewer Lagoon Maintenance	41,309	89,846	91,300	67,319	91,300	20,683	23%
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%
	<u>372,421</u>	<u>2,006,534</u>	<u>693,000</u>	<u>505,171</u>	<u>2,280,100</u>	<u>225,373</u>	<u>10%</u>
Surplus(Deficit)	<u>225,658</u>	<u>(49,600)</u>	<u>-</u>	<u>105,644</u>	<u>(364,500)</u>	<u>380,766</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 2017  
Sewer Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<u>SEWER CAPITAL</u>							
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	-	-	-	-	-	-	-
	<u>37,367</u>	<u>1,558,464</u>	<u>305,000</u>	<u>91,855</u>	<u>1,880,500</u>	<u>-</u>	<u>0%</u>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 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	528,323	99%
Connection Fees	180	6,660	600	9,100	1,000	12,580	1258%
Fire Hydrant Installation & other	6,390	9,622	1,500	4,948	3,000	2,325	78%
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	-	5,000,000	-	0%
Debt	-	-	-	-	-	-	-
Parcel Tax	167,400	167,100	233,660	233,800	234,500	235,060	100%
Transfer From Surplus	-	-	153,000	-	-	-	-
	<b>696,860</b>	<b>711,139</b>	<b>2,115,260</b>	<b>774,981</b>	<b>6,905,093</b>	<b>778,288</b>	<b>37%</b>
<b>Expenditures</b>							
Administration	1,138	1,060	3,400	1,810	3,400	250	7%
Office Administration	65,770	65,600	65,600	65,600	66,500	66,500	100%
PW Administration	82,210	82,000	82,000	82,000	83,100	83,100	100%
Consumption Rebates	1,463	838	1,500	275	1,000	175	18%
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	4,198	47%
Flushing	9,414	11,618	11,000	12,181	12,500	-	0%
Reservoir	1,474	4,161	4,500	3,170	4,500	736	16%
General Maintenance	65,335	83,099	89,000	74,040	89,000	42,091	47%
Hydrants	25,879	14,723	22,660	14,460	22,660	3,697	16%
New Connections	3,038	7,950	8,000	5,416	8,000	10,910	136%
Connection Maintenance	60,983	55,827	75,000	58,635	75,000	27,515	37%
Water Meters	4,822	11,322	6,200	10,253	8,500	6,488	76%
Pump House Maintenance	24,576	33,226	32,800	36,838	32,500	23,922	74%
Booster Pumps Maintenance	7,171	11,239	10,300	10,032	11,300	3,232	29%
Slopes water pump station	6,767	4,791	8,000	5,241	8,000	2,566	32%
Greendale Water Connection	2,782	3,469	5,000	7,844	5,000	11,044	221%
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	196,695	3%
	<b>533,351</b>	<b>562,721</b>	<b>2,115,260</b>	<b>572,451</b>	<b>7,627,614</b>	<b>522,936</b>	<b>7%</b>
Surplus(Deficit)	163,509	148,418	-	202,530	(722,521)	255,352	-35%

TOWN OF LAKE COWICHAN  
Statement of Expenditure - June 30, 2017  
Water Fund

	2014	2015	2016	2016	2017	2017	2017
	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	%
<u>WATER CAPITAL</u>							
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	21,609	19%
Water metering	-	-	-	-	-	-	-
Water Modelling	5,053	-	-	-	-	-	-
Water Treatment Upgrade	17,660	16,540	1,600,000	20,956	5,760,000	170,009	3%
Water Service Replacements	-	-	20,000	-	25,000	5,077	20%
	-	-	-	-	-	-	-
	<u>33,158</u>	<u>16,540</u>	<u>1,640,000</u>	<u>28,534</u>	<u>7,145,354</u>	<u>196,695</u>	<u>3%</u>



# Building Report

TO: Chief Administrative Officer

SUBJECT: Building Permit Summary for the Month of JUNE

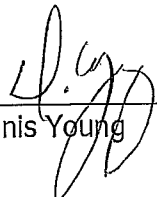
DATE: JULY 5, 2017

FROM: Building Inspector

## Applications

	Outstanding Permits		Applications Completed		Taken out in Current Month
	Previous Years'	Current Year	Previous Years'	Current Year	
Single Family Dwellings	12	18	3		1
Commercial	3	2			
Carport / garage	3	1			
Demolitions	2	1			
Renovations	11	4			
Deck	5	1			
Lawn Sprinkler / Woodstove					
Relocated Home					
Other <u>SHEDS</u>	1	1			
<b>TOTALS</b>	<b>37</b>	<b>28</b>	<b>3</b>	<b>0</b>	<b>1</b>

Building Permit Fees	Value of construction	Permit fees
For the current month	278,928.00	2,680.50
Year to Date	3,576,785.00	36,305.50

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



Lake Cowichan Fire Department

P.O. Box 31

Lake Cowichan, BC

V0R 2G0

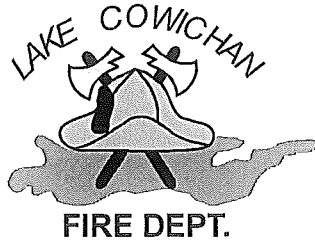
(250)749-3522

## May 2017 Monthly Incident Report

- 2 Business Meeting / Practice
- 3 Practices
- 1 Alarms Activated
- 1 FireSmart Education Day
- 1 Live Fire 201 Course (Nanaimo)
- 1 Lift Assist
- 1 Mutual Aid Jaws Call (Sahtlam Fire Dept.)
- 1 Burning Complaint
- 1 Structure Fire
- 5 NFPA Tests
- 1 Emergency Operations Center Training Course (Duncan)
- 5 Medical Aid
- 1 Truck Clean
- 1 Secretary/Treasurer Monthly Stipend
- 1 Officer/Member Duty Sheets

**Grand Total**

**\$8220.29**



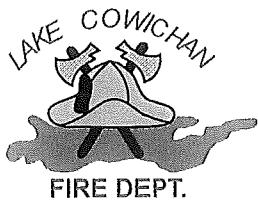
Lake Cowichan Fire Department  
P.O. Box 31  
Lake Cowichan, BC  
V0R 2G0  
(250)749-3522

Fire Stats May 2017

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Men</u>	<u>Hrs.</u>	<u>Cost</u>
05/01	7:00 PM	Fire Hall	Business Meeting	26	2	\$944.08
05/02	10:25 PM	9041 Meades Creek Rd	Alarms Activated	14	1	\$228.20
05/03	6:00 PM	Fire Hall	Truck Check	13	2	\$411.54
05/04	9:29 PM	#9-9041 Meades Creek	Lift Assist	10	1	\$172.42
05/06	9:30 AM	Fire Hall	FireSmart Awareness Day	5	4	\$302.96
05/08	7:00 PM	Fire Hall	Practice	26	2	\$865.40
05/08	7:20 PM	South Shore/King George Rds.	Medical Aid	21	1	Reporting Purposes Only
05/14	10:49 PM	Cowichan Lake Rd	Mutual Aid JAWS Sahtlam Fire	16	1	\$285.54
05/15	7:00 PM	Fire Hall	Practice	18	2	\$601.20
05/20	9:24 PM	100 Beech Cres	Medical Aid	8	1	\$150.10
05/22	7:00 PM	Fire Hall	Practice	15	2	\$534.28
05/26	2:06 PM	#8-300 Grosskleg Way	Medical Aid	12	1	\$210.78
05/26	2:07 PM	257 Kingfisher Pl	Medical Aid	12	1	Reporting Purposes Only
05/27	7:00 AM	Nanaimo Training Center	Live Fire 201	6	10	\$733.80
05/28	3:07 PM	8056 Greendale Rd	Structure Fire	20	1	\$356.27
05/29	7:00 PM	Fire Hall	Practice	24	2	\$794.56
05/29	11:38 PM	71 Sahtlam Ave E	Burning Complaint	11	1	\$191.80



05/30-31	8-4:30 PM	CVRD Duncan	Emergency Operations Center Training Course	3	18	\$708.12
05/30	5:59 PM	33 Wellington Ave	Medical Aid	14	1	\$266.56
			NFPA Tests	1	13	\$234.00
			Officer/Members Duty Sheets	1	4	\$78.68
			Sec/Treasurer Monthly Stipend			\$150.00
		<b>Total</b>				<b>\$8220.29</b>



Lake Cowichan Fire Department

P.O. Box 31

Lake Cowichan, BC

V0R 2G0

(250)749-3522

## June 2017 Monthly Incident Report

- 4 Practices
- 1 MVI
- 1 BC Fire Chiefs Expo & Education Summit (Vernon)
- 2 Lift Assist
- 1 SunFest Safety Meeting
- 1 Gas Monitor Training Session
- 1 SafeTALK Mental Health Course
- 3 NFPA Tests
- 1 Emergency Operations Center Training Course (Duncan)
- 9 Medical Aid
- 1 Truck Clean
- 1 Secretary/Treasurer Monthly Stipend
- 3 Officer/Member Duty Sheets

**Grand Total**

**\$6606.30**



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

Fire Stats June 2017

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Men</u>	<u>Hrs.</u>	<u>Cost</u>
06/05	7:00 PM	Fire Hall	Practice	20	2	\$638.58
06/07	10:11 AM	#9-9041 Meades Creek Rd	Lift Assist	6	1	\$74.07
06/08	6:00 PM	Fire Hall	Truck Check	12	2	\$374.16
June 9-12		Vernon	BC Fire Chiefs Conference	1	32	\$629.44
06/12	12:15 AM	266 South Shore Rd	Medical Aid	9	1	\$210.49
06/12	7:00 PM	Fire Hall	Practice	24	2	\$791.22
06/12	8:10 PM	266 South Shore Rd	Medical Aid	20	1	Reporting Purposes Only
06/13	7:27 AM	7500 HWY 18	MVI	12	1	\$226.82
06/13	9:30 AM	Fire Hall	SunFest Safety Meeting	2	2	\$39.34
06/13	1:10 PM	35 Arbutus West	Medical Aid	7	1	\$115.08
06/14	5:30 PM	CVRD Duncan	SafeTALK Mental Health Seminar	2	4	\$78.68
06/19	9:30 AM	Fire Hall	Gas Detector Training	2	2	\$40.12
06/19	7:00 PM	Fire Hall	Practice	21	2	\$734.08
06/20	8:50 PM	237 Natara Pl	Medical Aid	18	1	\$327.62
06/20	9:50 PM	291 North Shore Rd	Medical Aid	16	1	\$289.50
06/22	7:19 AM	#13-266 South Shore Rd	Noxious Substance	11	1	\$195.90
06/23	8:14 AM	144 Johel Rd	Medical Aid	12	1	\$211.96
06/26	7:00 PM	Fire Hall	Practice	19	2	\$655.24