



**TOWN OF LAKE COWICHAN**  
Minutes of Finance & Administration Committee  
Tuesday, November 10<sup>th</sup>, 2020

PRESENT: Councillor Tim McGonigle, Chair  
Mayor, Bob K. Day  
Councillor Kristine Sandhu  
Councillor Carolyne Austin  
Councillor Lorna Vomacka

STAFF: Joseph Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Jas Sandhu, Superintendent, Public Works, and Engineering Services  
Dalton Smith, Manager of Cowichan Lake Education Centre

PUBLIC: 4

- No. FA.0041/20  
Agenda
1. **CALL TO ORDER**  
The Chair called the meeting to order at 6:00 p.m.
  2. **AGENDA**  
Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the agenda be approved as amended.
- CARRIED.

Before the start of the meeting Mayor Day was congratulated and welcomed to the meeting.

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**  
**Ongoing Items Still Being Addressed:**
    - (a) Municipal hall renovations are to proceed next with ground improvements. Two options were presented – (1) pile foundations or (2) removing and replacing with geogrid reinforced fill. The pile foundation option is the preferred option.
  4. **DELEGATIONS AND REPRESENTATIONS**  
None.
  5. **CORRESPONDENCE**
    - (a) The Ministry of Municipal Affairs and Housing's approval of a Planning Grant for Sustainable Financing for Stormwater Infrastructure was treated as information.
    - (b) The Ministry of Municipal Affairs and Housing's approval of a grant of \$1,158,000 re: COVID-19 Safe Restart Grants for Local Governments was treated as information.
  6. **VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA**
  7. **REPORTS**
    - (a) The Financial Report for the period ending October 31<sup>st</sup>, 2020 was presented as information with approvals as were required.
- No. FA.0042/20  
Property Insurance
- Moved: Councillor Sandhu  
Seconded: Mayor Day  
that payment to a maximum cost of \$68,563 be approved to Aon Reed Stenhouse for the property insurance renewal effective November 1<sup>st</sup>, 2020.
- CARRIED
- No. FA.0043/20  
Property Insurance
- Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that the property appraisals be updated for insurance purposes.
- CARRIED.

No. FA.0044/20  
Water Rates

Moved: Mayor Day  
Seconded: Councillor Vomacka  
that the water rates as proposed for 2021 and 2022 be approved.  
CARRIED

No. FA.0045/20  
Sewer Rates

Moved: Councillor Austin  
Seconded: Councillor Sandhu  
that the sewer rates as proposed for 2021 and 2022 be approved.  
CARRIED.

No. FA.0046/20  
Fees and services

Moved: Mayor Day  
Seconded: Councillor Austin  
that the rates for the following be approved as presented for 2021:  
- Lakeview Park campground;  
- Cowichan Lake Outdoor Education Centre; and  
- Other fees and rates as per the fees and services as per the bylaw schedules.  
CARRIED.

**(b)** The Building Inspector’s report for October 2020 was treated as information.

No. FA.0047/20  
Fire Department  
Incident Report

**(c)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$8,994.13 for September be approved.  
CARRIED.

No. FA.0048/20  
Notice of Motion  
Policy

**(d)** Moved: Councillor Sandhu  
Seconded: Councillor Austin  
the Notice of Motion Policy be recommended for approval.  
CARRIED.

**(e)** The CAO’s report regarding OIPC and Concerns of Mismanagement and Corruption was referred to the next Regular Council meeting.

**8. NEW BUSINESS**

**(a)** Mayor Day discussed the creation of a Strategic Planning Committee for council and requested that the current strategic plan be provided for information. The Strategic Planning Committee will follow the next Finance and Administration Committee meeting.

Mayor Day advised that there would be no changes to the CVRD appointments and that Councilor McGonigle would continue as the Town member for the next year.

Mayor Day would take over as the alternate Library Board representative.

No. FA.0049/20  
Cowichan Lake  
Recreation

Moved: Councillor McGonigle  
Seconded: Councillor Vomacka  
that Mayor Day be appointed as the Town’s representative to the Cowichan Lake Recreation Commission.  
CARRIED.

No. FA.0050/20  
CLR Commission

Moved: Mayor Day  
Seconded: Councillor Vomacka  
that Councillor McGonigle be appointed as the alternate representative to the Cowichan Lake Recreation Commission.  
CARRIED.

**(b)** Mayor Day requested that the 5-year plan be brought to the next Finance and Administration Committee meeting.

- (c) Mayor Day directed staff to set up a meeting to tour the vacant school properties with the Superintendent of Schools, the Superintendent of Public Works, and Engineering Services and the CAO.

**9. STAFF REPORT**

None

**10. NOTICES OF MOTION**

Mayor Day would prefer that future council meetings be livestreamed through Facebook Live by January 2021 until an alternate permanent solution is found for moving the meetings to an online forum. Councillor McGonigle would like to comply with Dr. Bonnie Henry’s mandate to move all meetings online.

**11. PUBLIC RELATIONS ITEMS**

Councillor McGonigle thanked Council for choosing him as the Acting Mayor after Mayor Rod Peters’ resignation.

Mayor Day thanked Councillor McGonigle for his job as Acting mayor under difficult circumstances, with the resignation of the mayor and the crisis resulting from the COVID-19 pandemic.

**13. ADJOURNMENT**

No. FA.0051/20  
Adjournment

Moved: Councillor Austin  
Seconded: Councillor Vomacka  
that the meeting be adjourned (7:30 pm).

CARRIED.

Certified correct \_\_\_\_\_ .

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_ , 2020.

\_\_\_\_\_  
Chair