



TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, February 9th, 2021

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

STAFF: Joseph Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance

No. FA.005/21
Agenda

1. CALL TO ORDER

The Chair called the meeting to order at 6:00 pm.

2. AGENDA

Moved: Councillor Vomacka

Seconded: Councillor Sandhu

that the agenda be approved as presented.

CARRIED.

The grant-in-aid request for the Gerald Thom Memorial Park will be deferred to the 2021 grant-in-aid annual funding discussions.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

(a) The Chief Administrative Officer reported on the municipal hall upgrades and advised that structural and mechanical drawings have been completed and that the Town was still awaiting the electrical to be completed.

(b) The Chief Administrative Officer reported that the Nuisance Bylaw would be available at the next regular meeting for Council to give the bylaw first and second readings.

Councillor McGonigle reminded the members that the bylaw was revised so that the Town could recoup some of its municipal costs on nuisance properties, not including those portions for policing.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

(a) The correspondence item from John Dooley, Mayor, City of Nelson regarding vaccination priority for essential critical infrastructure municipal employees was treated as information.

6. VERBAL COMMENT FROM THE PUBLIC ON A SUBSEQUENT ITEM ON THE AGENDA

None.

7. REPORTS

(a) The Financial Report for the period ending January 31, 2021 was treated as information.

The Director of Finance reported that there would be a 3% tax increase for the 2021 tax year and that there were no increases to the sewer or water parcel taxes and work on the 5-year financial plan has commenced.

Councillor McGonigle requested further details on the COVID grant funds received and whether it can be used to reduce taxation. The Chief Administrative Officer stated that the grant funds can not be used for that purpose.

Mayor Day requested that proposed budget meeting dates be forwarded to members of Council. The Chief Administrative Officer advised that a budget meeting can be arranged for next week and would send an email for proposed dates and times. Councillor Sandhu asked that the managers be available to discuss the respective budgets.

No. FA.006/21
Fire Department
Incident Report

- (b) The Building Inspector’s report for January 2021 was treated as information.
- (c) Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$7,427.29 for December 2020 be approved.

CARRIED.

- (d) The Bylaw Officer’s report for January 2021 was treated as information.

8. NEW BUSINESS
None.

9. NOTICES OF MOTION
None.

10. PUBLIC RELATIONS ITEMS
Councillor Austin shared that the Show of Heart Telethon would be held on Saturday, February 20th, 2021 from 1:00 pm to 5:30 pm on Global Television.

Mayor Day asked for an update on the oil spill that was reported through social media from the Gazette’s news feed.

The Chief Administrative Officer reported that complaints had been received on an oil spill on Park Street and Public Works determined where the leak had come from. The leaky oil tank was detected and the matter was rectified. The Ministry of Environment was on site this afternoon and was dealing with the matter.

Mayor Day thanked Council for its approval for Councillor Sandhu and himself to attend the Local Government Leadership meetings held last week.

11. QUESTION PERIOD
None.

13. ADJOURNMENT
Moved: Councillor Austin
Seconded: Mayor Day
that the meeting be adjourned (6:50 pm).

No. FA.007/21
Adjournment

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2021.

Chair