



TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, March 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
Jas Sandhu, Superintendent, Public Works and Engineering Services

No. FA.008/21
Agenda

1. CALL TO ORDER

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

2. AGENDA

Moved: Councillor Sandhu

Seconded: Mayor Day

that the agenda be approved as presented.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

- (a) The Chief Administrative Officer reported that announcement of the grant funding has been delayed until the Spring and is unclear on when the senior levels of government will make the funding announcements.

The Chief Administrative Officer has not seen the tender documentation. However, the test holes have to be dug for a geotechnical assessment.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

None.

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

None.

7. REPORTS

- (a) The Financial Report for the period ending February 28th, 2021 was treated as information.

The Director of Finance reported that the 2020 financial information is incomplete as year-end is still in progress with the audit process to begin at the end of March, 2021.

- (b) The Building Inspector's report for February 2021 was treated as information.

No. FA.009/21
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 \$8,727.55 for January 2021 be approved.

CARRIED.

No. FA.0010/21
Grant-in-Aids 2021

- (d) Moved: Councillor Sandhu
Seconded: Mayor Day
that the Committee recommend approval of a total of \$1850 from the 2021 grants-in-aid budget detailed as follows:

Saywell Park Sign	\$ 100;
LCS Scholarships	\$ 1,000; and
Wildsafe BC – CVRD	\$ 750.

CARRIED.

- (e) The Committee reviewed the staff report on the Development Variance Permit for Rem. Lot A, District Lot 13, Cowichan Lake Land District, Plan VIP64669.

No. FA.0011/21
Development Variance Permit – Rem Lot A, Plan VIP64669

Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend that the Development Variance Permit application for Rem. Lot A, District Lot 13, Cowichan Lake Land District, Plan VIP64669 be denied.

CARRIED.

8. NEW BUSINESS

- (a) Mayor Day spoke on the feasibility of the creation of select committees for tourism and housing.

No. FA.0012/21
Standing Committees - Terms of Reference

Moved: Councillor Austin
Seconded: Mayor Day
that the Committee recommend that staff be directed to draft Terms of Reference for each of the Tourism and Housing standing committees.

CARRIED.

Mayor Day asked for input on addressing the upcoming tourist season and how some discussion may be initiated. Councillor Vomacka felt that the preliminary discussions should be undertaken by Council members with invitations then extended to business owners, RCMP and other stakeholders.

- (b) The Committee discussed the need for fire emergency equipment and essential local fire and road rescue services, which would include apparatus, equipment, training, and facilities to be funded by the Province, such as is being proposed Mayor of the District of Port Hardy.

No. FA.0013/21
Small Rural Community participation

Moved: Mayor Day
Seconded: Councillor Austin
that the Committee recommend that the Town of Lake Cowichan participate as part of the small rural communities’ task force to lobby the Province for Fire Emergency Equipment and Funding for Small Rural Communities.

CARRIED.

No. FA.0014/21
Fire Department – Capital Purchase

Moved: Councillor Austin
Seconded: Councillor Vomacka
that the Committee recommend that approval be granted for the Lake Cowichan Fire Department to purchase self-contained breathing apparatus at a cost of \$58,323.26 inclusive of taxes.

CARRIED.

9. NOTICES OF MOTION

None.

10. PUBLIC RELATIONS ITEMS

Councillor McGonigle spoke on how eligible residents may register for the COVID-19 vaccine.

Councillor Vomacka advised that Autism month would be acknowledged in April and asked that consideration for the blue lights to be displayed to show the Town’s support.

11. QUESTION PERIOD

13. ADJOURNMENT

No. FA.0015/21
Adjournment

Moved: Councillor Austin
Seconded: Councillor Sandhu
that the meeting be adjourned (6:50 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2021.

Chair