



TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, April 13th, 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
Dalton Smith, Manager, Cowichan Lake Education Centre

1. CALL TO ORDER

The Chair called the meeting to order at 5:02 pm.

2. AGENDA

No. FA.0016/21
Agenda

Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the agenda be approved as presented.

CARRIED.

Councillor Austin requested that the Bylaw Enforcement Officer be requested to provide monthly incident reports.

3. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

- (a) The Chief Administrative Officer reported that work was still underway to finalize the electrical drawings and that a request for proposal has been issued for the demolition of all the firehall bays. The announcement of the grant funding has been delayed until the Spring.

Councillor Sandhu requested that more timely updates and status be provided to members of Council so that the project can get underway sooner, rather than later.

- (b) The Chief Administrative Officer reported on the request by Jayne Ingram for installation of heritage signage to recognize "Pallies Place" at the corner of Cedar Avenue and Nelson Road and the matter be brought forward with the Town's policy on recognition of historical and heritage sites within the community.

No. FA.0017/21
Heritage Signage –
Pallies Place

Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Committee recommend that the request by Jayne Ingram for designation of "Pallies Place" landmark be approved, subject to the cost and installation of the dedication markers being borne entirely by the applicant.

CARRIED.

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 March 31st, 2021 was treated as information.

The Director of Finance reported May 11th, 2021 has been set for the auditors and Council to review the audited financial statements for 2020.

It was reported that online reservations for Lakeview Park was opened on April 5th for campers to book from May long weekend to July long weekend and second online booking would be available on May 24th for the remainder of the camping season from July 8th to Labor Day long weekend.

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

No. FA.0018/21
Fire Department
Incident Report

- (c) Moved: Councillor Austin
Seconded: Councillor Sandhu
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$9,157.58 for February 2021 be approved.

CARRIED.

No. FA.0019/21
Fire Department
Incident Report

- (d) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$9,320.68 for March 2021 be approved.

CARRIED.

8. NEW BUSINESS

- (a) Graham Roberts, MNP was on hand to speak with the Committee on the 2020 audit service plan and reviewed the documentation provided in the agenda.

9. NOTICES OF MOTION

None.

10. PUBLIC RELATIONS ITEMS

Councillor Austin reported that National Volunteer week was April 18th to 24th, 2021.

She further reported that Movin Up Cowichan was hosting a virtual poverty session on April 14th, 2021 at 6:00 pm for public input. Further details could be obtained from the website <https://www.movinonupcowichanlake.ca/>

Councillor McGonigle conveyed congratulations to a new business, Mountain Man Ice Cream, for its opening on Saturday, April 17th, 2021 at 99 South Shore Road.

11. QUESTION PERIOD

None.

13. ADJOURNMENT

No. FA.0020/21
Adjournment

- Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the meeting be adjourned (5:38 pm).

CARRIED.

Certified correct _____
Confirmed on the _____ day of _____, 2021.

Chair