



TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Held electronically at Lake Cowichan, BC as per Ministerial Order M-192
on Tuesday, June 8th, 2021

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

REGRETS: Councillor Lorna Vomacka
(with prior notice)

STAFF: Joseph Fernandez, Chief Administrative Officer
Ronnie Gill, Director of Finance
Jas Sandhu, Superintendent, Public Works and Engineering Services

1. **CALL TO ORDER**

The Chair called the meeting to order at 5:00 pm.

The Chair wore an orange shirt to honour the 215 children whose remains were found on the site of a former residential school in Kamloops and asked that all in attendance observe a moment of silence.

2. **AGENDA**

No. FA.0025/21
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 on recent meetings with the engineers and architects for the municipal project and the need for more test holes to be drilled along the river's edge. He also advised that work would commence the following week with the qualified environmental professional (QEP) to be on hand for the removal of a tree alongside the river bank.

There has been no update on the grant funding announcement from the Province.

4. **DELEGATIONS AND REPRESENTATIONS**

5. **CORRESPONDENCE**

No. FA.0026/21
Letter of Support

- (d) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Committee recommend that the Town of Lake Cowichan support the initiative to request a province wide ban of anticoagulant rodenticides as submitted by the District of Sooke and other BC municipalities.

CARRIED.

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

None.

7. **REPORTS**

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

Mayor Day asked for clarification on the impact of staff and fire department training during the COVID 19 pandemic. The Chief Administrative Officer responded that the pandemic had a large impact on training for all departments.

The Chief Administrative Officer reported that the Request for Proposals for the consulting services for the Development Cost Charges (DCC) program has been issued with July 9th, 2021 as the deadline date for submissions.

- (b) The Building Inspector’s report for May 2021 was treated as information.
- (c) The Bylaw Enforcement Officer’s report for April 2021 was treated as information.
- (d) Moved: Councillor Sandhu
Seconded: Councillor Austin
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$8,450.37 for April 2021 be approved.

No. FA.0027/21
Fire Department
Incident Report

CARRIED.

8. NEW BUSINESS

- (a) Mayor Day spoke on the matter of the meeting format with respect to in-person meetings and the ability to livestream. He also spoke on the review of the meeting procedure bylaw that will be brought to the next meeting.
- (b) Mayor Day requested input from the Committee members on which Ministerial meetings they would like to see virtually arranged in September during the Union of BC Municipalities conference week.

The Committee raised the following:

- Ministry of Transportation and Infrastructure re: Highway 18 wildlife and safety concerns within highway corridor;
- Ministry of Education re: empty and derelict school properties and request for deconstruction of same;
- Ministry of Lands and Forest re: forest policy changes as it affects local residents and surrounding ecosystem and request that the Town be part of the consultation process;
- Ministry of Agriculture re: ALR designation of the AB Greenwell site and request to have the property removed from designation so that the Town can receive the gifting of the property from the School District; and
- Agricultural Land Reserve and/or Attorney General re: ALR land matter

9. NOTICES OF MOTION

None.

10. PUBLIC RELATIONS ITEMS

Councillor Austin reported that a COVID-19 clinic would be setup at the Cowichan Lake Sports Arena in the curling lounge for June 23rd, 24th, 26th, 29th and 30th beginning at 8:30 am.

11. QUESTION PERIOD

None.

13. ADJOURNMENT

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

No. FA.0028/21
Adjournment

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2021.

Chair