



TOWN OF LAKE COWICHAN

Minutes of Finance & Administration Committee

Held and transmitted electronically via Council Chambers, located at 39 South Shore Road, Lake Cowichan, BC on Tuesday, November 9th, 2021

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

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.

2. AGENDA

No. FA.0049/21
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Vomacka
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 the municipal hall upgrades which included the following:
- The closing date for tenders for the municipal hall addition is Tuesday November 16th, 2021; and
 - Additional work is required to address drainage piping issues.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

The correspondence item from Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs re: Amendments to Various Pieces of Provincial Legislation was treated as information.

6. REPORTS

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

No. FA.0050/21
Property Insurance
Renewal

Moved: Councillor Austin
Seconded: Councillor Sandhu
that the renewal of property insurance from Aon Reed Stenhouse be recommended for payment to a maximum of \$85,000.

CARRIED.

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

No. FA.0051/21
Fire Department
Incident Report

- (c) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department's incident report in the amount of \$9,067.00 for September 2021.

CARRIED.

- (d) The Bylaw Enforcement Officer's report for October 2021 was treated as information.

No. FA.0052/21
Development Cost
Charges Review

- (e) Moved: Mayor Day
Seconded: Councillor Sandhu
that it be recommended that the contract to undertake a review of Development Cost Charges for the Town of Lake Cowichan be awarded to Urban Systems for the quoted bid of \$38,828, with the Town being responsible for any ancillary costs for additional work it may require of the successful bidder.

CARRIED.

7. NEW BUSINESS

None.

8. NOTICES OF MOTION

None.

9. PUBLIC RELATIONS ITEMS

- (a) Wednesday November 10th, 2021 the students of Lake Cowichan School will place stones on the Cenotaph at Central Park in honour of Remembrance Day.
- (b) Council will be placing a wreath at the Cenotaph on Thursday November 11th, 2021.
- (c) Council extended it's congratulations to the organizers and players of the U15 Hockey tournament held this past weekend and to the players for receiving the silver medal in the tournament.

10. QUESTION PERIOD

None.

11. ADJOURNMENT

No. FA.0053/21
Adjournment

- Moved: Councillor Sandhu
Seconded: Mayor Day
that the meeting be adjourned (5:30 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2021.

Chair