



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, December 7th, 2021

PRESENT: Mayor Bob K. Day, Acting Chair
Councillor Carlyne Austin
Councillor Tim McGonigle (5:26 pm)
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

1. CALL TO ORDER

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

2. AGENDA

No. FA.0054/21
Agenda

Moved: Councillor Sandhu
Seconded: Councillor Austin
that the agenda be approved with the addition under:

NEW BUSINESS

(a) Leave of Absence for Councillor McGonigle;

NOTICE OF MOTION

(a) Community Health Services Gap Analysis; and
(b) Housing for the Unhoused.

CARRIED.

3. BUSINESS ARISING AND UNFINISHED BUSINESS
Ongoing Items Still Being Addressed:

None.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

No. FA.0055/21
Request for Financial
Assistance/Donation

(a) Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend that the request of the Lake Cowichan Fire Department for financial assistance and/or donation for the restoration of Engine#1 be referred to 2022 budget for consideration.

CARRIED.

6. REPORTS

(a) The Financial Report for the period ending November 30th, 2021, was treated as information.

The Chief Administrative Officer reported that the contract for the municipal hall upgrades was being drawn up and that the project would start the first week of January, 2022.

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

No. FA.0056/21
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 \$8,876.04 for October 2021.

CARRIED.

No. FA.0057/21
Fire Department
Incident Report

Moved: Councillor Sandhu
Seconded: Councillor Vomacka
that the Committee recommend approval of the Lake Cowichan Fire Department’s incident report in the amount of \$10,560.42 for November 2021.

CARRIED.

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

No. FA.0058/21
Leave of Absence

7. NEW BUSINESS

(a) Moved: Councillor Vomacka
Seconded: Councillor Sandhu
that the Committee recommend a leave of absence for Councillor McGonigle from meetings held this day.

CARRIED.

8. NOTICES OF MOTION

(a) Mayor Day requested that the following two items be placed on the agenda for the Regular meeting of Council to be held on December 21st, 2021:

- 1) Community Health Services Gap Analysis; and
- 2) Housing for the Unhoused.

Staff was directed to arrange an on-site visit of the newly created housing pods in Duncan, BC for members of Council to attend.

9. PUBLIC RELATIONS ITEMS

Councillor McGonigle arrived to the meeting at 5:26 pm.

10. QUESTION PERIOD

None.

11. ADJOURNMENT

No. FA.0059/21
Adjournment

Moved: Councillor McGonigle
Seconded: Councillor Sandhu
that the meeting be adjourned (5:28 pm).

CARRIED.

Certified correct _____ .

Confirmed on the _____ day of _____ , 2021.

Acting Chair