



## TOWN OF LAKE COWICHAN

### Finance and Administration Committee

Tuesday, March 13<sup>th</sup>, 2018 at 6:00 p.m. – Council Chambers

## AGENDA

1. **CALL TO ORDER**

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INTRODUCTION OF LATE ITEMS (if applicable)

2. **APPROVAL OF AGENDA**

3. **BUSINESS ARISING AND UNFINISHED BUSINESS**

**Ongoing Items Still Being Addressed:**

- (a) Municipal Hall Upgrades- Update.
- (b) Columbarium Facility- Update.
- (c) Employment Code of Ethics.

4. **DELEGATIONS AND REPRESENTATIONS**

- (a) Cara Smith, Community Gardens Re: Grant in Aid

5. **CORRESPONDENCE**

None.

6. **REPORTS**

- (a) Director of Finance re: Financial Report for the Period ending February 28<sup>th</sup>, 2018.
- (b) Building Inspector re: Building Permits for February, 2018.
- (c) Lake Cowichan Fire Department Incident Report for February, 2018.

3
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12
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13
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7. **NEW BUSINESS**

- (a) April is National Autism Awareness Month.

8. **NOTICES OF MOTION**

9. **PUBLIC RELATIONS ITEMS**

10. **MEDIA/PUBLIC QUESTION PERIOD**

11. **ADJOURNMENT**

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# Memo

**TO:** Chief Administrative Officer  
**FROM:** Director of Finance  
**DATE:** March 8, 2018  
**SUBJECT:** Financial Report for the Period Ending February 28, 2017


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The statements of revenues and expenditures for the general, sewer and water funds for the year ended December 31, 2017 and the period ended February 28, 2018 are attached for your review and input.

## Points of Note

- The 2017 financial information as presented is incomplete and year end work is still in progress.
- The 2018 budget numbers as presented are preliminary numbers as per budget discussions. Now that the 2017 year-end information is close to completion some budget numbers as presented for 2018 will be revised.
- The Town had three large capital projects in progress at year-end including the Centennial Park ballfields, the water main upgrades and the water treatment plant upgrades.

  
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Ronnie Gill, CPA, CGA

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018

	2015 YTD Actuals	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2018 Budget	2018 YTD Actuals	2018 %
<b>EXPENDITURES</b>							
General Government Services	484,842	529,382	555,300	542,492	547,600	117,908	22%
Fire Department	275,789	310,516	370,200	382,070	400,100	38,596	10%
Police Force	137,228	137,400	145,171	145,171	145,171	-	0%
Bylaw Enforcement & Other	48,767	49,537	60,000	66,906	59,000	6,951	12%
Public Works Administration	91,761	121,905	108,500	116,234	105,400	42,543	40%
Public Works Roads	332,615	324,432	418,900	377,517	419,000	26,632	6%
Public Works - Equipment & Other	(157,353)	(113,160)	-	(126,327)	-	(10,981)	-
Garbage Expenses	370,081	383,491	385,300	388,605	394,200	58,257	15%
Planning, Health & Other	48,673	40,524	70,500	55,113	53,500	4,241	8%
Centennial Hall Expenses	-	-	-	-	-	-	-
Info Centre	17,024	19,993	22,000	20,669	22,000	1,045	5%
Parks	209,793	204,703	223,600	216,772	231,500	2,069	1%
Lakeview Park	146,810	169,453	169,600	160,342	178,400	4,223	2%
CLEC Expense	432,171	484,687	432,100	522,041	471,000	40,980	9%
Lakeview Road	2,754	-	10,000	18,165	13,000	-	0%
Transfer To Library	119,314	123,852	127,782	127,782	127,782	33,718	26%
Capital	856,675	1,102,141	3,482,500	1,267,886	5,904,445	17,116	0%
Debt Charges - Interest	1,852	2,662	3,000	1,801	3,000	703	23%
Debt Payments - Fire	175,110	189,689	195,000	191,512	186,200	35,430	19%
Amortization	550,331	564,507	-	-	-	-	-
Transfers To Reserve Funds	161,693	128,700	136,000	179,062	136,000	-	0%
Transfer Equip. Recovery to Reserve	163,050	112,412	-	128,184	-	-	-
Transfer To Surplus	-	-	91,100	-	-	-	-
Transfers To Other Governments	2,163,113	2,112,124	2,155,326	2,159,035	2,155,326	-	0%
	<b>6,632,093</b>	<b>6,998,949</b>	<b>9,161,879</b>	<b>6,941,030</b>	<b>11,552,624</b>	<b>419,431</b>	<b>76%</b>
Surplus(Deficit)	<b>25,558</b>	<b>(381,541)</b>	<b>-</b>	<b>128,178</b>	<b>5,256</b>	<b>33,837</b>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
General Fund - Schedule of Protective Services Expenses

	2015 Actuals	2016 Actuals	2017 Budget	2017 Actuals	2018 Budget	2018 Actuals	2018 %
<b>Fire Department</b>							
Firefighters indemnities	101,748	116,799	100,000	97,862	105,000	10,097	10%
Other Wage Costs	17,183	16,962	17,000	18,882	17,000	2,206	13%
Town Administration	7,500	8,000	13,000	13,000	13,000	-	0%
Fire Hall Operations and Maint.	45,413	43,023	48,600	53,258	53,400	4,962	9%
Miscellaneous Operations	51,391	42,095	91,500	85,307	103,900	11,005	11%
Training	12,996	24,172	24,000	26,298	26,000	100	0%
Fire Vehicles & Equipment	39,557	59,465	76,100	54,136	76,800	6,946	9%
	<b>275,789</b>	<b>310,516</b>	<b>370,200</b>	<b>348,742</b>	<b>395,100</b>	<b>35,317</b>	<b>9%</b>
Firesmart	-	-	-	9,091	-	-	-
Community Wildfire Protection Plan	-	-	-	24,236	5,000	-	0%
	-	-	-	<b>33,328</b>	<b>5,000</b>	-	<b>0%</b>
<b>Total Fire Department</b>	<b>275,789</b>	<b>310,516</b>	<b>370,200</b>	<b>382,070</b>	<b>400,100</b>	<b>35,317</b>	<b>9%</b>
<b>Bylaw Enforcement &amp; Other</b>							
BC Wildfire - Recoveries	-	-	-	(16,300)	-	-	-
Emergency Measures	-	-	6,500	16,300	6,500	-	0%
Bylaw Enforcement/Animal Control	14,906	15,549	16,500	16,324	17,000	2,642	16%
Building Inspection	33,861	33,987	37,000	34,282	35,500	4,308	12%
	<b>48,767</b>	<b>49,537</b>	<b>60,000</b>	<b>66,906</b>	<b>59,000</b>	<b>6,951</b>	<b>12%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
General Fund - Schedule of Public Works Expenses

	2015 Actuals	2016 Actuals	2017 Budget	2017 Actuals	2018 Budget	2018 Actuals	2018 %
<b>Road Maintenance</b>						398	4%
Banners	2,475	370	9,000	11,451	9,000	-	0%
Boulevards	54,719	42,398	31,000	45,512	31,000	-	0%
Crack Sealing	7,880	-	10,000	2,151	10,000	-	0%
Dangerous Trees	9,826	8,795	13,000	5,502	13,000	1,969	15%
Ditches & Culverts	2,618	1,930	10,000	1,866	10,000	1,227	12%
Dust Control	2,267	1,734	4,000	3,068	4,000	-	0%
Landscaping	2,981	7,654	10,000	7,355	10,000	-	0%
Litter Control	9,714	15,787	16,000	7,085	16,000	1,073	7%
Marking	15,063	14,348	10,000	10,866	10,000	-	0%
Mowing	5,943	1,822	13,000	6,105	13,000	-	0%
Patching	10,263	10,836	15,000	19,320	15,000	205	1%
Roads-other	15,907	3,076	14,000	11,177	14,000	1,475	11%
Seasonal decoration	14,588	11,445	12,000	13,322	12,000	3,301	28%
Shoulders	6,587	6,354	14,000	12,673	14,000	96	1%
Sidewalks	19,828	16,617	16,000	15,578	16,000	-	0%
Signs	7,078	7,733	11,000	9,615	11,000	671	6%
Snow removal	5,015	28,880	50,000	48,888	50,000	537	1%
Storm Drains & Catch Basins	38,298	41,147	50,000	33,905	50,000	1,856	4%
Street Lighting	72,591	78,756	79,000	82,279	79,000	6,973	9%
Street Sweeping	8,576	4,349	11,000	8,899	11,000	332	3%
Office Administration Charge	20,400	20,400	20,900	20,900	21,000	-	0%
	<b>332,615</b>	<b>324,432</b>	<b>418,900</b>	<b>377,517</b>	<b>419,000</b>	<b>20,112</b>	<b>5%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
General Fund - Schedule of Other Development Services

	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2018 Budget	2018 Actuals	2018 %
<b>Public Health</b>								
Ambulance Building Lease	44,829	45,000	44,829	45,000	44,829	45,000	11,207	25%
Public Health Lease	16,100	16,100	16,359	16,500	16,445	16,500	4,111	25%
Public Health Expenses	7,689	13,500	11,060	13,500	15,405	17,000	-	0%
NET	53,240	47,600	50,128	48,000	45,869	44,500	15,319	34%
<b>Planning</b>								
Planning and Zoning Expenses	15,386	32,500	24,280	32,500	19,632	32,500	3,357	10%
<b>Other Functions</b>								
Town Economic Development	2,120	3,500	1,245	14,000	10,666	-	-	-
Age Friendly Grant	19,715	-	-	-	-	-	-	-
BC Healthy Communities	-	-	-	-	-	-	-	-
BC Healthy Communities Grant	-	-	-	-	-	-	-	-
Community Garden - water service	-	-	-	5,000	4,863	-	-	-
Pacific Marine Circle Route	-	1,000	-	1,000	-	-	-	-
Heritage Advisory	717	1,500	860	1,000	237	500	-	0%
Trail signage	-	-	-	-	-	-	-	-
Cowichan Aquatic Centre	3,046	3,100	3,079	3,500	4,311	3,500	-	0%
Neighbourhood of learning	-	-	-	-	-	-	-	-
	25,598	9,100	5,184	24,500	20,076	4,000	-	0%
Total Development Services Expenses	48,673	55,100	40,524	70,500	55,113	53,500	3,357	6%
<b>Centennial Hall</b>								
	-	-	-	-	-	-	-	-
<b>Info Centre</b>								
PW Labour	968	2,500	1,020	2,500	1,212	2,500	-	48%
Water, Sewer & Garbage	1,216	700	647	700	-	700	-	0%
Contracted Services	10,687	15,000	15,540	15,000	15,740	15,000	-	105%
Other Expenses	4,154	5,000	3,986	5,000	4,917	5,000	1,045	98%
Recoveries - hydro	-	(1,200)	(1,200)	(1,200)	(1,200)	(1,200)	-	100%
	17,024	22,000	19,993	22,000	20,669	22,000	1,045	1

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
General Fund - Schedule of Parks

	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2018 Budget	2018 Actuals	2018 %
<b>Lakeview Park</b>								
Reservations	120,276	110,000	125,224	122,000	142,693	130,000	54,287	42%
Walk Ins	29,457	22,000	23,687	22,000	24,934	22,000	24	0%
Power Fees	21,416	18,000	20,475	18,000	24,022	22,000	11,878	54%
Propane	-	-	-	-	-	-	-	-
Wood and ice sales	3,556	3,000	6,433	5,000	3,738	4,000	-	0%
Operating Grant	-	-	-	-	-	-	-	-
Other Revenue	-	-	52	-	-	-	-	-
Moorage	8,042	6,000	6,081	6,000	8,717	6,000	2,408	40%
	<u>182,747</u>	<u>159,000</u>	<u>181,951</u>	<u>173,000</u>	<u>204,104</u>	<u>184,000</u>	<u>68,597</u>	<u>37%</u>
Office Administration Charge	7,300	7,600	7,600	8,100	8,100	8,400	-	0%
CLEC Admin Charges	30,000	30,000	30,000	30,000	30,000	31,000	-	0%
Summer Student Wages	42,923	45,000	54,629	55,000	52,000	55,000	-	0%
Maintenance Wages	4,861	6,000	6,094	6,000	7,179	7,000	-	0%
Contracted Services	9,822	10,000	10,381	10,000	7,317	15,000	-	0%
PW Labour	849	1,000	1,201	1,000	348	1,000	-	0%
Hydro and Electricity	6,418	7,600	8,107	8,000	7,706	8,000	923	12%
Materials and Supplies	10,822	15,000	13,201	15,000	10,284	14,000	359	3%
Other Expenses	8,246	7,400	7,849	8,000	9,342	10,500	2,643	25%
Water, Sewer & Garbage	9,948	7,800	9,978	8,000	9,938	8,000	-	0%
Park Attendant/ Security	10,472	15,000	15,139	15,000	14,443	15,000	-	0%
Public Works Charges	263	500	1,312	500	12	500	-	0%
Telephone	3,136	4,000	2,894	3,000	1,674	3,000	297	10%
Equipment allocations	1,751	2,100	1,068	2,000	2,000	2,000	-	0%
	<u>146,810</u>	<u>159,000</u>	<u>169,453</u>	<u>169,600</u>	<u>160,342</u>	<u>178,400</u>	<u>4,223</u>	<u>2%</u>
Net	<u>35,937</u>	<u>-</u>	<u>12,498</u>	<u>3,400</u>	<u>43,763</u>	<u>5,600</u>	<u>64,374</u>	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
General Fund - Schedule of Capital Expenses

	2015 Budget	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2018 Budget	2018 YTD Actuals	2018 Var
<b>General</b>									
Asset appraisal - Insurance	-	-	10,000	6,900	-	-	-	-	-
Asset management plan	-	-	-	-	30,000	-	30,000	-	0%
Computer Equipment	10,000	-	12,000	-	12,000	-	15,000	-	0%
Demo costs - Kasapi/Neva Road	-	-	-	-	-	-	100,000	-	0%
Hazmat Inventory	20,000	16,770	40,000	10,856	60,000	3,828	20,000	-	0%
Office Equipment	-	-	5,000	-	5,000	-	25,000	-	0%
Land Purchase	32,378	379,129	40,000	195,874	-	75,503	-	-	0%
Museum	-	-	-	-	-	-	30,000	-	0%
Office Improvements	-	-	-	-	-	-	-	-	-
Town hall renovations	1,000,000	39,991	1,300,000	144,678	1,800,000	633	3,647,000	-	0%
Museum Roof	-	-	-	-	-	-	-	-	-
	<b>1,062,378</b>	<b>435,890</b>	<b>1,407,000</b>	<b>358,308</b>	<b>1,907,000</b>	<b>79,964</b>	<b>3,867,000</b>	<b>-</b>	<b>0%</b>
<b>PLEC</b>									
Carpet	-	-	-	-	5,000	-	5,000	-	0%
Plac Windows	25,000	-	34,000	19,789	-	-	-	-	-
Plac Roofing	17,000	7,500	16,000	34,771	-	-	-	-	-
Plac Renovations	20,000	2,118	10,000	8,326	-	-	-	-	-
Defibrillators	4,000	4,249	-	-	-	-	-	-	-
Electrical upgrades	-	-	12,300	25,076	-	-	10,000	-	0%
Plac JCP	-	-	-	-	15,000	-	18,000	-	0%
Mattresses	-	-	-	-	5,000	4,270	-	-	-
Equipment - Propane Stove	-	-	-	-	7,000	8,769	-	-	-
Concrete patio/deck renovation	13,500	8,500	-	-	-	-	-	-	-
Water system/well	-	-	-	-	25,000	-	90,000	5,057	6%
	<b>79,500</b>	<b>22,367</b>	<b>72,300</b>	<b>87,962</b>	<b>57,000</b>	<b>13,039</b>	<b>123,000</b>	<b>5,057</b>	<b>4%</b>
<b>Fire Department</b>									
Air Shoring	5,000	2,675	-	-	-	-	-	-	-
Computer Equipment Mobile CAD	-	-	-	-	-	-	-	-	-
Data Administration	-	-	5,000	1,726	10,000	-	-	-	-
Compressor fan - firehall	4,000	2,449	-	-	-	-	-	-	-
Exhaust Nederman damage #10	-	-	-	-	-	-	-	-	-
Fire/Rescue Truck	-	-	-	-	-	-	-	-	-
Gas monitor and controls	-	-	-	-	-	-	10,000	-	0%
Storz hydrant upgrades	-	-	-	-	-	-	16,000	-	0%
Office renovation	-	-	-	-	-	-	10,000	-	0%
Heat Pump/Generator Replacemer	15,000	-	15,000	-	15,000	8,832	15,000	-	0%
Inventory-Fire trucks and equipmer	-	-	-	-	20,000	21,227	10,000	-	0%
Misc Fire Equipment	3,000	6,644	3,000	5,173	-	-	-	-	-
Pagers	-	-	6,000	-	-	-	-	-	-
Bi-yearly business inspection / Preq	-	-	5,000	-	-	-	-	-	-
Projector screen/color printer	-	-	-	-	-	-	-	-	-
ATV Truck Pump	-	-	8,000	8,193	-	-	-	-	-
Firehall repairs	5,000	7,900	5,000	6,800	6,000	6,282	6,000	-	0%
Thermal Camera	6,000	7,865	-	-	-	-	-	-	-
Turnout Gear Dryer - Cap	10,000	8,951	-	-	-	-	-	-	-
Training Ground Facilities	-	-	10,000	13,846	30,000	32,616	30,000	-	0%
Truck purchase	-	-	-	-	-	-	370,000	-	0%
Tools and Equipment	6,000	6,079	3,000	9,318	3,000	3,301	3,000	535	18%
Holmatro upgrade and used pump	-	-	-	-	-	-	-	-	-
Hoses and valving	8,000	6,133	8,000	15,210	8,000	8,996	8,000	-	0%
Ventilation fan	-	-	-	-	-	-	-	-	-
	<b>62,000</b>	<b>48,695</b>	<b>68,000</b>	<b>60,266</b>	<b>92,000</b>	<b>81,253</b>	<b>478,000</b>	<b>535</b>	<b>0%</b>

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
Sewer Fund

	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2018 Budget	2018 YTD Actuals	2018 %
<b>Revenues</b>								
User Rates	434,229	434,000	434,749	440,000	457,201	451,000	452,049	100%
Connection Fees	2,710	700	3,542	1,000	6,047	1,000	905	90%
Penalties And Other Interest	4,895	4,600	4,750	4,600	4,780	4,600	-	0%
Sewer Facilities Grant	-	-	-	1,305,900	-	-	-	-
Conditional Grants	1,351,200	-	-	-	-	-	-	-
Debt	-	-	-	-	-	-	-	-
Parcel Tax	163,900	163,600	163,700	164,100	164,000	165,900	-	0%
Contribution from others	-	-	4,075	-	-	-	-	-
Transfer From Surplus	-	90,100	-	364,500	-	-	-	-
	<u>1,956,934</u>	<u>693,000</u>	<u>610,815</u>	<u>2,280,100</u>	<u>632,028</u>	<u>622,500</u>	<u>452,954</u>	<u>73%</u>
<b>Expenditures</b>								
Administration	1,622	2,700	1,590	2,700	1,690	2,700	15	1%
Office Administration	47,300	54,000	54,000	47,300	47,300	57,000	-	0%
Consumption Rebates	838	1,500	275	1,000	325	1,000	-	0%
PW Administration	75,000	67,000	67,000	83,800	83,800	83,900	-	0%
Discounts	29,977	29,000	30,908	31,000	32,240	35,400	35,451	100%
General Maintenance	65,875	68,000	46,903	68,000	38,227	65,000	4,272	7%
Connections Maintenance	6,723	9,500	4,396	9,500	2,527	9,000	-	0%
Chlorination	7,593	8,000	7,275	8,000	9,862	10,000	251	3%
New Connections	276	4,000	-	4,000	3,106	4,000	-	0%
Sewer Flushing	7,120	6,500	29	6,500	6,615	7,000	652	9%
Sewer Pump Maintenance	40,957	46,500	39,818	46,500	32,373	76,500	8,542	11%
Sewer Lagoon Maintenance	89,846	91,300	67,319	91,300	55,706	91,300	8,611	9%
Transfer to Surplus	-	-	-	-	-	-	-	-
Amortization - Sewer Fund	74,943	-	93,805	-	-	-	-	-
Capital	1,558,464	305,000	91,855	1,880,500	2,055	290,000	-	0%
	<u>2,006,534</u>	<u>693,000</u>	<u>505,171</u>	<u>2,280,100</u>	<u>315,825</u>	<u>732,800</u>	<u>57,793</u>	<u>8%</u>
Surplus(Deficit)	(49,600)	-	105,644	-	316,203	(110,300)	395,161	

TOWN OF LAKE COWICHAN  
Statement of Expenditure - February 28, 2018  
Water Fund

	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2018 Budget	2018 YTD Actuals	2018 %
<b>Revenues</b>								
User Rates	521,729	520,000	521,482	532,000	547,045	547,000	547,813	100%
Connection Fees	6,660	600	9,100	1,000	44,270	1,000	2,040	204%
Fire Hydrant Installation & other	9,622	1,500	4,948	3,000	3,353	3,000	405	14%
Other Penalties And Interest	6,028	6,500	5,652	5,500	5,756	5,500	-	0%
Grant - Water main upgrades	-	-	-	1,129,093	233,670	895,423	-	0%
Infrastructure Grant	-	1,200,000	-	5,000,000	1,651,313	4,000,000	-	0%
Debt	-	-	-	-	-	-	-	-
Parcel Tax	167,100	233,660	233,800	234,500	234,360	237,020	-	0%
Transfer From Surplus	-	153,000	-	722,521	-	-	-	-
	<u>711,139</u>	<u>2,115,260</u>	<u>774,981</u>	<u>7,627,614</u>	<u>2,719,767</u>	<u>5,688,943</u>	<u>550,258</u>	<u>37%</u>
<b>Expenditures</b>								
Administration	1,060	3,400	1,810	3,400	1,934	3,400	-	0%
Office Administration	65,600	65,600	65,600	66,500	66,500	76,500	-	0%
PW Administration	82,000	82,000	82,000	83,100	83,100	95,600	-	0%
Consumption Rebates	838	1,500	275	1,000	325	1,000	-	0%
Discounts	36,215	37,800	37,864	37,800	39,646	42,900	42,938	100%
Safety and Training	6,405	4,500	3,797	4,500	1,853	4,500	99	2%
Chlorination	9,158	8,000	10,981	9,000	14,608	9,000	80	1%
Flushing	11,618	11,000	12,181	12,500	-	12,500	-	0%
Reservoir	4,161	4,500	3,170	4,500	9,557	4,500	2,448	54%
General Maintenance	83,099	89,000	74,040	89,000	68,382	89,000	14,522	16%
Hydrants	14,723	22,660	14,460	22,660	15,441	22,660	116	1%
New Connections	7,950	8,000	5,416	8,000	16,594	8,000	-	0%
Connection Maintenance	55,827	75,000	58,635	75,000	56,233	75,000	4,037	5%
Water Meters	11,322	6,200	10,253	8,500	21,000	13,500	2,091	15%
Pump House Maintenance	33,226	32,800	36,838	32,500	44,432	32,500	10,186	31%
Booster Pumps Maintenance	11,239	10,300	10,032	11,300	8,425	11,300	2,421	21%
Slopes water pump station	4,791	8,000	5,241	8,000	5,582	8,000	1,252	16%
Greendale Water Connection	3,469	5,000	7,844	5,000	14,448	-	847	-
Water treatment plant	-	-	-	-	-	50,000	-	0%
Transfer to surplus	-	-	-	-	-	-	-	-
Amortization - Water Fund	103,480	-	103,480	-	-	-	-	-
Capital	16,540	1,640,000	28,534	7,145,354	2,472,337	5,498,432	610,865	11%
	<u>562,721</u>	<u>2,115,260</u>	<u>572,451</u>	<u>7,627,614</u>	<u>2,940,396</u>	<u>6,058,292</u>	<u>691,902</u>	<u>11%</u>
Surplus(Deficit)	148,418	-	202,530	-	(220,629)	(369,349)	(141,644)	-



# Building Report

TO: Chief Administrative Officer

SUBJECT: Building Permit Summary for the Month of FEBRUARY

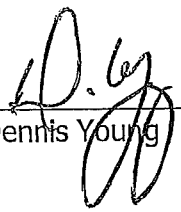
DATE: MAR. 7, 2017

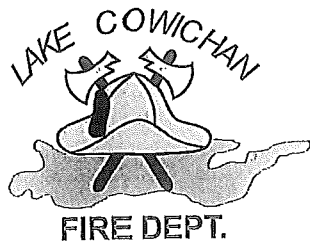
FROM: Building Inspector

## Applications

	Outstanding Permits		Applications Completed		Taken out in Current Month
	Previous Years'	Current Year	Previous Years'	Current Year	
Single Family Dwellings	31	5	1		5
Commercial	6				
Carport / garage	3				
Demolitions	2				
Renovations	12	2			2
Deck	7	1			
Lawn Sprinkler / Woodstove					
Relocated Home					
Other <u>SHEDS</u>	1				
<b>TOTALS</b>	<b>62</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>7</b>

Building Permit Fees	Value of construction	Permit fees
For the current month	923,654.00	9,256.00
Year to Date	965,634.00	9,958.00

  
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 Dennis Young



Lake Cowichan Fire Department  
P.O. Box 31  
Lake Cowichan, BC  
V0R 2G0  
(250)749-3522

Fire Stats February 2018

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Men</u>	<u>Hrs</u>	<u>Cost</u>
02/03	11:55 PM	6922 Cowichan Lake Rd	MVA	16	1	\$310.96
02/05	4:21 PM	37 Poplar St	Medical Aid	21	1	\$369.44
02/05	7:00 PM	Fire Hall	Business Meeting	26	2	\$931.48
02/06	11:09 PM	319 Grants Lake Rd	Chimney Fire	11	1	\$175.54
02/08	9:30 AM	Fire Hall	Driver Training	2	2	\$76.24
02/08	6:00 PM	Fire Hall	Truck Check	11	2	\$379.60
02/10	9:45 PM	West River Bottom Rd	Car Fire	15	1	\$289.50
02/12	1:23 PM	8381 Beaver Rd	Alarms Activated	13	1	\$211.96
02/12	4:30 PM	5485 Carolyn Way	Mutual Aid Sahtlam F.D. Structure Fire	20	1	\$367.74
02/12	5:39 PM	143 MacDonald Rd	Alarms Activated	19	1	\$367.74
02/13	7:00 PM	Fire Hall	Practice	16	2	\$615.72
02/17	8:00 AM	Fire Hall	Level 1 First Aid Course	5	8	\$786.40
02/17	3:24 PM	212-20 South Shore Rd	Medical Aid	7	1	\$136.42
02/17	5:41 PM	185 Elk Rd	Chimney Fire	18	4	\$1386.72
02/19	7:00 PM	Fire Hall	Practice	16	2	\$617.12
02/20	12:14 AM	88 Park Rd	Alarms Activated	10	1	\$192.90
02/21	9:30 AM	Fire Hall	Driver Training	2	2	\$76.24
02/26	4:55 PM	38 South Shore Rd	Medical Aid	15	1	\$271.44
02/26	7:00 PM	Fire Hall	Practice	19	2	\$699.96
			ICS Online Course	2	4	\$152.48
			Sec/Treasurer Stipend			\$150.00
		<b>Total</b>				<b>\$8565.60</b>

