

## TOWN OF LAKE COWICHAN

Minutes of the Annual Public Meeting held on  
Tuesday, June 17<sup>th</sup>, 2014



PRESENT: Mayor Ross Forrest  
Councillor Bob Day  
Councillor Franklin Hornbrook  
Councillor Jayne Ingram

ABSENT: Councillor Tim McGonigle

STAFF: Joseph A. Fernandez, Chief Administrative Officer  
Ronnie Gill, Director of Finance  
Nagi Rizk, Superintendent, Public Works and Engineering Services  
Roni-Lee Roach, Executive Secretary

OTHER: 6

Mayor Forrest called the meeting to order at 5:00 p.m.

### 1. **ANNUAL REPORT**

Mayor Forrest welcomed all those in attendance to the meeting.

### 2. **INPUT FROM MAYOR AND COUNCIL**

Mayor Forrest thanked the Director of Finance for all her work on the Annual Report for 2013. He stated that it was a good summary of what the Town accomplished last year.

### 3. **INPUT FROM COUNCIL**

Councillor Day stated that the annual meeting was publicized and that all meetings are open to the public.

### 4. **QUESTIONS FROM THE PUBLIC**

Mayor Forrest gave those in attendance an opportunity to ask questions.

Katherine Worsley asked if the annual report was available for viewing online. Mayor Forrest responded that the annual report was published on the Town's website earlier that day.

Ms. Worsley further requested clarification on the general cash noted in Note 3. The Mayor responded that the auditors reviewed the Town's financial statements and have given a report on its review to Council. He noted that the auditors report was presented on Page 25 of the report.

Brian Kitagawa requested clarification on the reserves listed on Page 37 and in particular to the municipal hall for \$500,000 which was reported at a recent public meeting as a \$1 million expenditure. Mayor Forrest advised that the Town was in the process of the disposition of property that would cover those additional expenses. The Director of Finance advised that the 5-year plan was on the Town's website.

Lorraine Lawrence and Brian Kitagawa stated that the website was difficult to navigate and they had difficulties with finding documents on the Town's website.

Brian Kitagawa further requested clarification on the breakdown of expenditures as the annual report showed only a consolidation. The Director of Finance advised that a breakdown of revenues and expenses were presented to Council at the Committee meetings. She further advised that the financial statements have a breakdown of revenues and expenses and that Finance Warrants which lists vendors and monthly expenditures were on the Town's website. Mr. Kitigawa asked if the financial statements were available for viewing on the Town's website and the response was those were available with the monthly Finance and Administration agendas.

Kyle Wylie requested clarification of the report on budget versus actual.

Mayor Forrest asked members of Council if they had any further questions or comments.

**5. ADJOURNMENT**

With there being no further input, Mayor and Council adjourned the meeting at 5:16 pm.

Certified correct \_\_\_\_\_.

Confirmed on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor