

# Municipality of North Cowichan Special Council MINUTES

March 23, 2021, 5:30 p.m.  
Electronically

Members Present

Mayor Al Siebring  
Councillor Rob Douglas  
Councillor Christopher Justice  
Councillor Tek Manhas  
Councillor Kate Marsh  
Councillor Rosalie Sawrie  
Councillor Debra Toporowski

Staff Present

Ted Swabey, Chief Administrative Officer (CAO)  
Sarah Nixon, Deputy Chief Administrative Officer (D/CAO)  
David Conway, Director, Engineering Projects  
Clay Reitsma, Senior Manager, Engineering  
Don Stewart, Director, Parks and Recreation  
Rob Conway, Director, Planning and Building  
Shawn Cator, Director, Operations  
George Farkas, Director, Human Resources and Corporate Planning  
Talitha Soldera, Director, Financial Services  
Jason Birch, Chief Information Officer  
Walter Wiebe, Senior Manager, Financial Services  
James Goodman, Manager, Budgets and Infrastructure  
Tammy Isaachsen, Acting Manager, Communications and Public Engagement  
Mark Frame, Project Manager  
Tricia Mayea, Deputy Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, Mayor Siebring called the meeting to order at 5:31 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That Council, by unanimous consent of those members present, and in accordance with subsection 127(4) of the *Community Charter*, waive notice to the addition of the following items to the agenda:

- (1) North Cowichan Civic Building – Mechanical Contract {5.1 under New Business}
- (2) A closed item under Section 90.1(i) legal advice {7.1 under Closed Session}
- (3) A closed item under Section 90.1(c) other employee relations {7.2 under Closed Session}

and approve the agenda, as amended.

CARRIED

**3. PUBLIC INPUT**

Council received no public input.

**4. BUSINESS**

**4.1 Chemainus Business Improvement Area Renewal**

IT WAS MOVED AND SECONDED:

That Council give first, second and third reading to Chemainus Business Improvement Area Bylaw No. 3823, 2021;

And That Council give notice that it intends to reestablish a Business Improvement Area for Chemainus, unless a valid petition against this service is presented within 30-days after notice had been given. CARRIED

**5. NEW BUSINESS**

**5.1 North Cowichan Civic Building – Mechanical Contract**

IT WAS MOVED AND SECONDED:

That Council approve entering into a CCDC 17 Trade Contract between the District of North Cowichan and PML Professional Mechanical Ltd. for the mechanical portion of the North Cowichan Civic Building project in the amount of \$2,643,824, plus GST.

(Opposed: Douglas)  
CARRIED

**6. QUESTION PERIOD**

One question was submitted using the online platform.

**7. CLOSED SESSION**

IT WAS MOVED AND SECONDED:

That Council close the March 23, 2021 Special Council meeting to the public on the basis of the following sections of the *Community Charter*;

- 90(1)(c) labour relations or other employee relations; and
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

and recess at 5:58 p.m. to reconvene at the conclusion of the Committee of the Whole meeting: CARRIED

**7.1 A closed item under Section 90.1(i) legal advice**

**7.2 A closed item under Section 90.1(c) other employee relations**

**8. ADJOURNMENT**

IT WAS MOVED AND SECONDED:

That Council adjourn the Special Council meeting at 9:30 p.m.

CARRIED

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Certified by Corporate Officer

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Signed by Mayor