

**Municipality of North Cowichan  
Special Council  
MINUTES**

**May 11, 2021, 5:00 p.m.  
Electronically**

- Members Present      Mayor Al Siebring  
                                 Councillor Rob Douglas  
                                 Councillor Christopher Justice  
                                 Councillor Tek Manhas  
                                 Councillor Kate Marsh  
                                 Councillor Rosalie Sawrie (arrived at 5:26 p.m.)  
                                 Councillor Debra Toporowski
- Staff Present            Ted Swabey, Chief Administrative Officer (CAO)  
                                 Sarah Nixon, Deputy Chief Administrative Officer (D/CAO)  
                                 Shawn Cator, Director, Operations  
                                 Talitha Soldera, Director, Financial Services  
                                 Jason Birch, Chief Information Officer  
                                 Martin Drakeley, Manager, Fire and Bylaw Services  
                                 Michelle Martineau, Corporate Officer  
                                 Tricia Mayea, Deputy Corporate Officer

**1. CALL TO ORDER**

There being a quorum present, Mayor Siebring called the meeting to order at 5:02 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

That Council approve the agenda as circulated.

CARRIED

**3. PUBLIC INPUT**

Council received no public input.

**4. BUSINESS**

**4.1 2020 Audited Financial Statements**

Lenora Lee from KPMG presented the District of North Cowichan Audit Findings Report for the year ended December, 31, 2020, and answered questions from Council.

Councillor Sawrie arrived at the meeting at 5:26 p.m.

IT WAS MOVED AND SECONDED:

That Council accept the 2020 Audited Financial Statements.

CARRIED

**4.2 Chemainus Business Improvement Area Bylaw No. 3823, 2021**

IT WAS MOVED AND SECONDED:

That Council adopt Chemainus Business Improvement Area Bylaw No. 3823, 2021.

CARRIED

**4.3 Financial Plan and Property Tax Rates Bylaws**

IT WAS MOVED AND SECONDED:

That Council adopt:

1. Five Year Financial Plan Bylaw, No. 3826, 2021; and
2. Tax Rates Bylaw No. 3827, 2021.

CARRIED

**4.4 Alternative Municipal Tax Collection Scheme Bylaw No. 3831, 2021**

IT WAS MOVED AND SECONDED:

That Council adopt Alternative Municipal Tax Collection Scheme Bylaw No. 3831, 2021.

CARRIED

**4.5 Revenue Anticipation Borrowing Bylaw**

IT WAS MOVED AND SECONDED:

That Council adopt Revenue Anticipation Borrowing Bylaw No. 3828, 2021.

CARRIED

**5. NEW BUSINESS**

None.

**6. QUESTION PERIOD**

No questions were submitted using the online platform.

**7. CLOSED SESSION**

None.

**8. ADJOURNMENT**

The Special Council meeting adjourned at 5:45 p.m.

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Certified by Corporate Officer

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Signed by Mayor