



October 30, 2023

Municipality of North Cowichan
7030 Trans-Canada Highway, Box 278
Duncan, BC, V9L 3X4

RE: BIA Term Renewal

Dear Mayor and Council of North Cowichan,

We are writing to formally request the renewal of the Chemainus Business Improvement Area for an additional term. Our community has been making significant progress, and we have a diverse group of businesses that we are proud to support.

We are currently working on a progress report that outlines our achievements and future plans. This report will be shared with our stakeholders and will coincide with the renewal letter you send out in early January. We will also provide a copy for your review upon completion.

The Chemainus BIA Board of Directors has decided to keep all existing terms and boundary areas as they are, please find those encapsulated below:

- Duration – A three-year term, consistent with our current term.
- Boundary – Maintain the existing boundary without any changes.
- Levy – Keep the current levy structure and rates unchanged, consistent with the past nine years.

On behalf of the Board of Directors, we thank you for your support and continued investment into our community. We are grateful for all that you have done for Chemainus.

Please contact me directly if you need any further information to proceed with the renewal process.

Sincerely,

A handwritten signature in black ink that reads 'K. Adams'.

Krystal Adams – Executive Director
Direct. 250-216-4239
Email. krystal@chemainusbia.com