

# Municipality of North Cowichan

## Special Council

### MINUTES

December 20, 2023, 4:00 p.m.

Municipal Hall - Council Chambers & Electronically

Members Present

Mayor Rob Douglas  
Councillor Mike Caljouw  
Councillor Bruce Findlay  
Councillor Chris Istace  
Councillor Christopher Justice  
Councillor Tek Manhas  
Councillor Debra Toporowski

Staff Present

Ted Swabey, Chief Administrative Officer (CAO)  
George Farkas, General Manager, Planning, Development and Community Services  
Talitha Soldera, General Manager, Corporate Services  
Anthony Price, Development Planner  
Barb Floden, Manager, Communications and Public Engagement  
Heather Power, Legislative Coordinator  
Jeff Miller, Senior Manager, Engineering (Utilities)  
Marla Laycock, Director, Human Resources and Health & Safety  
Michelle Martineau, Corporate Officer  
Neil Pukesh, Director, Parks and Recreation  
Rob Conway, Director, Planning and Building  
Teri Vetter, Director, Financial Services

**1. CALL TO ORDER**

There being a quorum present, Mayor Douglas called the meeting to order at 4:00 p.m.

**2. APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as circulated.

CARRIED

**3. DELEGATIONS**

**3.1. Vancouver Island Regional Library 2024 Budget**

Erin Hemmens, the Chair, and Ben Hyman, the Executive Director, from the Vancouver Island Regional Library, presented their 2024 budget to Council and answered questions.

**4. PUBLIC INPUT ON AGENDA ITEMS**

Council received no public input from the public regarding agenda items.

**5. BYLAWS**

**5.1. Zoning Amendment Bylaw No. 3920 for adoption**

IT WAS MOVED AND SECONDED:

THAT Council adopt Zoning Amendment Bylaw No. 3920, 2023.

CARRIED

**5.2. Revenue Anticipation Borrowing Bylaw No. 3946 for first three readings**

IT WAS MOVED AND SECONDED:

THAT Council give first, second and third readings to Revenue Anticipation Borrowing Bylaw No. 3946, 2023.

CARRIED

**5.3. Chemainus Business Improvement Area Bylaw No. 3931, 2023 for first three readings**

IT WAS MOVED AND SECONDED:

THAT Council:

- (1) Give first, second and third readings to Chemainus Business Improvement Area Bylaw No. 3931, 2023; and,
- (2) Give notice that it intends to renew a Business Improvement Area for Chemainus unless a valid petition against this service is presented within 30 days after notice has been given, as attached to the Deputy Corporate Officer's report dated December 20, 2023.

CARRIED

**6. QUESTION PERIOD**

Council received no questions from the public regarding agenda items.

**7. ADJOURNMENT**

The meeting adjourned at 4:51 p.m.

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Certified by Corporate Officer

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Signed by Mayor