

# Municipality of North Cowichan

## Committee of the Whole

### MINUTES

July 9, 2024, 5:00 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  
                                 Amanda Young, Director, Planning and Building  
                                 Andrea Hainrich, Deputy Corporate Officer  
                                 Chris Osborne, Manager, Planning  
                                 Chris Derouin, Senior Building Inspector  
                                 Clay Reitsma, Director, Engineering  
                                 Kayla Reid-Starck, Legislative Coordinator  
                                 Marla Laycock, Director, People and Culture  
                                 Neil Pukesh, Director, Parks and Recreation  
                                 Teri Vetter, Director, Financial Services  
                                 Tricia Mayea, Corporate Officer

#### 1.      **CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 5:00 p.m.

#### 2.      **APPROVAL OF AGENDA**

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as circulated.

CARRIED

#### 3.      **ADOPTION OF MINUTES**

##### 3.1      **Minutes from the June 11, 2024 meeting for adoption**

IT WAS MOVED AND SECONDED:

THAT the minutes of the meeting held June 11, 2024 be adopted, as circulated. CARRIED

#### 4.      **DELEGATIONS AND PRESENTATIONS**

None

**5. PUBLIC INPUT ON AGENDA ITEMS**

Council received no public input.

**6. STAFF REPORTS**

**6.1 Repeal and Replace Building Bylaw No. 3172, 2003**

IT WAS MOVED AND SECONDED:

THAT Committee of the Whole refer the draft Building Bylaw to the Economic Development Committee for their feedback before the bylaw is passed.

(OPPOSED: Douglas, Istace, Justice, Toporowski,)

DEFEATED

IT WAS MOVED AND SECONDED:

THAT Committee of the Whole directs staff to bring forward the Building Bylaw substantially as attached to the July 9, 2024 report from the Community Planner for consideration, along with any associated administrative amendments to other bylaws;

AND THAT staff bring forward options for obtaining input from the building and development community, and the broader public on the bylaw.

CARRIED

**6.2 2025 Budget Update and Timeline**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole approve the tentative budget timeline included in the July 9, 2024 report from the Director, Financial Services.

CARRIED

**6.3 2024 Investment Update**

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole receive the report dated July 9, 2024 from the Director, Financial Services, for information.

CARRIED

**7. NEW BUSINESS**

None

**8. QUESTION PERIOD**

Council received no questions from the public.

**9. ADJOURNMENT**

The meeting adjourned at 6:00 p.m.

---

Certified by Corporate Officer

---

Signed by Mayor