



STAFF REPORT TO COMMISSION

MEETING TYPE & DATE: Cowichan North Recreation Commission of November 25, 2025
FROM: COMMUNITY SERVICES
SUBJECT: Cowichan North Recreation Commission – 2025 Meeting Schedule
FILE: 0540-03 CNRC 2026

PURPOSE/INTRODUCTION

The purpose of this report is to confirm the 2026 meeting schedule for the Cowichan North Recreation Commission (CNRC).

RECOMMENDED RESOLUTION

That the Cowichan North Recreation Commission meetings for 2026, scheduled on the fourth Tuesday of every second month at 2:30 p.m. starting on January 27, 2026, be approved.

BACKGROUND

Each year the CNRC must confirm their meeting schedule. This Commission has been successfully meeting on the fourth Tuesday of every second month for the past two years; therefore, staff are recommending that the CNRC continue with this bi-monthly meeting schedule into 2026.

ANALYSIS

Staff are proposing that the CNRC meet at 2:30 p.m. on the following meeting dates for 2026, with the location rotating between the Fuller Lake Arena (Municipality of North Cowichan (MNC) and the Frank Jameson Community Centre (Town of Ladysmith (TOL):

- January 27
- March 24
- May 26
- July 28
- September 22
- November 24

In preparation of proposing this Commission meeting schedule for 2026, staff took into consideration the existing meeting schedules of CVRD Electoral Area Directors, TOL Councillors, and MNC Councillors. It was then concluded that Tuesday afternoons are the best option for all attendees.

Specific meeting details that were considered are:

- CVRD Board and Committee of the Whole meetings on the second and fourth Wednesdays of every month;

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- TOL Council meetings on the first and third Tuesday evening of every month;
 - MNC Council meetings on the first and third Wednesday of every month;
 - Other proposed sub-regional Recreation Commission dates, to ensure the appropriate staff are able to attend all required meetings throughout the region.

Note that Special CNRC meetings can also be called ad hoc throughout the year.

OPTIONS

N/A

FINANCIAL CONSIDERATIONS

N/A

COMMUNICATION CONSIDERATIONS

N/A

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

N/A

Submitted by: N. Pukesh, MA – General Manager, Community Services Department

Reviewed for form and content and approved for submission to the Committee:

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer
