



# STAFF REPORT TO COMMISSION

**MEETING TYPE & DATE:** Cowichan South Recreation Commission of November 25, 2025  
**FROM:** - South Cowichan Recreation  
**SUBJECT:** CSRC – 2026 Meeting Schedule  
**FILE:** 0540-03

## **PURPOSE/INTRODUCTION**

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

## **RECOMMENDED RESOLUTION**

That the Cowichan South Recreation Commission meetings for 2026, scheduled on the fourth Tuesday of every second month at 10:00 a.m. starting January 27, 2026, be approved.

## **BACKGROUND**

Each year the CSRC must confirm their meeting schedule. CSRC meetings have historically been held on the fourth Tuesday of every other month. For the past two years, the meetings have been held in the morning.

## **ANALYSIS**

Staff are proposing that the CSRC meet at 10:00 a.m. on the following meeting dates for 2026, with meeting locations alternating between Shawnigan Lake Community Centre (SLCC) and Kerry Park Recreation Centre (KPRC):

- 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 and the Municipality of North Cowichan (MNC) Councilors. It was then concluded that Tuesday mornings 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;
- MNC Council meetings on the first and third Wednesday of every month; and

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- 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 CSRC meetings can also be called ad hoc throughout the year.

**OPTIONS**

N/A

**FINANCIAL CONSIDERATIONS**

N/A

**COMMUNICATION CONSIDERATIONS**

Meetings will be communicated through the usual means on the CVRD website.

**STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

N/A

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Submitted by: K. Liddle, Manager, South Cowichan Recreation  
Concurrence: R. Williams MSc., A/ General Manager, Community Services

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

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer

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