

**Municipality of North Cowichan
Special Council
MINUTES**

July 8, 2025, 2:00 p.m.

Municipal Hall - Large Committee Room

Members Present Mayor Rob Douglas
 Councillor Mike Caljouw
 Councillor Bruce Findlay
 Councillor Becky Hogg
 Councillor Chris Istace
 Councillor Christopher Justice
 Councillor Tek Manhas

Staff Present Ted Swabey, Chief Administrative Officer (CAO)
 Bill Corsan, General Manager, Corporate Services and Community Relations
 George Farkas, General Manager, Planning, Development and Community Services
 Andrea Hainrich, Deputy Corporate Officer
 Barb Floden, Manager, Communications and Public Engagement
 David Conway, Director, Subdivision and Environmental Services
 Gaylene Thorogood, Manager, RCMP Support Services
 John Horn, Director, Social Planning and Protective Services
 Kayla Reid-Starck, Legislative Coordinator
 Kristina Pollock, Executive Assistant to the General Managers
 Marla Laycock, Director, People and Culture
 Neil Pukesh, Director, Parks and Recreation
 Ron French, Fire Chief
 Teri Vetter, Director, Financial Services
 Terri Brenan, Executive Coordinator
 Tricia Mayea, Corporate Officer

1. CALL TO ORDER

There being a quorum present, Mayor Douglas called the meeting to order at 2:01 p.m.

2. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC

IT WAS MOVED AND SECONDED:

THAT Council close the meeting at 2:00 p.m. to the public on the basis of the following sections of the *Community Charter*:

- 90(1)(f) law enforcement, which the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

2.1 Approval of in-camera meeting Agenda

2.2 In-camera meeting items

2.2.1 Closed under section 90(1)(f) Law Enforcement and 90(1)(i) Legal Advice

2.3 Rise and Report

Council rose without report.

3. APPROVAL OF MEETING AGENDA

IT WAS MOVED AND SECONDED:

THAT the agenda be adopted as circulated.

CARRIED

4. PUBLIC INPUT ON AGENDA ITEMS

Council received no public input from members of the public.

5. REPORTS

5.1 E-Comm Police Dispatch Services Agreement

IT WAS MOVED AND SECONDED:

THAT Council:

1. rescinds the following resolution that was approved at the May 21, 2025 Regular Council meeting: *“THAT Council authorizes the Chief Administrative Officer to sign a contract with E-Comm, with the terms as outlined in the contract attached to the May 21, 2025 report from the Chief Administrative Officer, as amended with the following changes: to remove ‘... except that E-Comm will have the right at any time, subject to section 5.3 to bring action against the Dispatch Customer for non-payment of any amount.’, and to remove ‘...not be required to refund any Dispatch Levy or invoiced amounts previously paid by the Dispatch customer.’, and to replace with ‘...shall refund to the Dispatch Customer any portion of any Dispatch Levy or invoiced amounts previously paid by the Dispatch Customer on account of services not yet provided by E-Comm.”*
2. authorizes the Chief Administrative Officer to sign a contract with E-Comm, with the terms as outlined in the contract attached to the July 8, 2025, report from the Chief Administrative Officer.

CARRIED

6. NEW BUSINESS

None.

7. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

8. ADJOURNMENT

The meeting adjourned at 6:01 p.m.

Certified by Corporate Officer

Signed by Mayor