

Municipality of North Cowichan
Committee of the Whole
MINUTES
September 9, 2025, 5:00 p.m.
Municipal Hall - Council Chambers & Electronically

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
 Kayla Reid-Starck, Legislative Coordinator
 Neil Pukesh, Director, Parks and Recreation
 Shaun Mason, Manager, Parks and Forestry
 Teri Vetter, Director, Financial Services

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 February 11, 2025 meeting for adoption

IT WAS MOVED AND SECONDED:

THAT the minutes of the meeting held February 11, 2025 be adopted, as circulated.

CARRIED

4. PUBLIC INPUT ON AGENDA ITEMS

Council did not receive any public input regarding the agenda items.

5. STAFF REPORTS

5.1 Chemainus Off-leash Dog Area

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommend Council directs staff to:

- a. Establish a year-round off-leash dog area at the Elm Street location, substantially in the location shown in Attachment 2; and,
- b. Revise the Animal Responsibility Bylaw to remove Field 3 as a designated off-leash dog area and add this location. CARRIED

Councillor Manhas declared a conflict of interest on the next item of business as his spouse is employed by Clements Centre Society – one of the applicants, and left the meeting at 5:05 p.m.

5.2 2026 Permissive Tax Exemption Application

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole recommend that Council deny the 2026 applications for permissive tax exemptions. CARRIED

Councillor Manhas returned to the meeting at 5:10 p.m.

5.3 Letter of Support: University of Victoria (UVic) Planning Program

IT WAS MOVED AND SECONDED:

THAT the Committee of the Whole endorses the attached Letter of Support addressed to the University of Victoria for the Proposed Masters of Community Planning Program to be signed by the Mayor on behalf of Council. CARRIED

6. QUESTION PERIOD

Council received no questions from the public regarding agenda items.

7. ADJOURNMENT

The meeting adjourned at 5:12 p.m.

Certified by Corporate Officer

Signed by Mayor