



GOVERNMENT SERVICES COMMITTEE

SPECIAL MEETING
TUESDAY, OCTOBER 4, 2011
5:00 P.M.

COUNCIL CHAMBERS, CITY HALL
410 ESPLANADE

Mandate – To advise Council on a broad spectrum of issues related to departmental matters

	COUNCILLOR STEVE ARNETT, CHAIR	<u>Page</u>
CALL TO ORDER		
1. AGENDA APPROVAL		
2. MINUTES		
2.1. September 19, 2011		1- 4
3. DELEGATIONS		
None		
4. CITY MANAGER'S REPORT		
5. STAFF REPORTS		
5.1. Housekeeping Amendments to the Garbage, Recycling and Organics Collections Bylaw		5 - 9
6. MEMBER SUBMISSIONS		
6.1. Giant Hogweed		
6.2. Intersection at Colonia and Malone		
6.3. Veterans' Motorcycle Group		
6.4. Union of British Columbia Municipalities 2011 Convention		

7. CORRESPONDENCE**7.1. Danh Phan, Wigwam Restaurant
Recent Filming in Ladysmith****10**Staff Recommendation:

That the correspondence from D. Phan regarding concerns with the effect of filming in Ladysmith be referred to staff for review and recommendation.

8. NEW BUSINESS**9. UNFINISHED BUSINESS**

The following items were referred from the August 15, 2011 Government Services Committee meeting:

9.1. Town Hall Meeting – I-Clicker Results (Discussion)**11 - 14****9.2. Council – Public Dialogue Session (August 2, 2011)****9.2.1. Citizen Contact****9.2.2. Protocol****9.3. Third Party Directional Signage****9.4. Hydroponics****9.5. Trolley Literacy****9.6. 100 Gatacre Alley****ADJOURNMENT**



LADYSMITH

TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE
MONDAY, SEPTEMBER 19, 2011 – 5:00 P.M.

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett, Chair (entered later)
Councillor Jillian Dashwood
Mayor Rob Hutchins
Councillor Bruce Whittington

Councillor Scott Bastian (entered later)
Councillor Lori Evans
Councillor Duck Paterson

COUNCIL MEMBERS ABSENT:

STAFF PRESENT:

Ruth Malli
Erin Anderson
Joanna Winter

Sandy Bowden
Joe Friesenhan

CALL TO ORDER

2011-097

It was moved, seconded and carried that Councillor Dashwood chair the meeting in the absence of the Chair and Deputy Chair.

Councillor Dashwood called the meeting to order at 5:01 p.m.

AGENDA APPROVAL

2011-098

It was moved, seconded and carried that the agenda be adopted as circulated.

MINUTES

2011-099

It was moved, seconded and carried that the Government Services Committee minutes for the meeting held August 15, 2011 be adopted as circulated.

DELEGATIONS

Jim Wadsworth, BC Transit

Report on Cowichan Valley Transit Plan

J. Wadsworth, accompanied by Jim Wickham, Manager of Transit Management with the Cowichan Valley Regional District, and Myrna Warren, BC Transit, gave a presentation of the vision, goals and overall plan for the Transit Future Plan for regional transit in the Cowichan Valley Regional District.

J. Wadsworth requested Council's endorsement of the proposed vision, goals and the long-term plan for a transit network for the Cowichan Valley Regional District. Council was advised that the full report of the Transit Plan will be made available to the Town of Ladysmith within the month.

2011-100

It was moved, seconded and carried that the Committee recommend that Council support in principle the proposed vision, goals and network of the Cowichan Valley Regional District Transit Future Plan be supported in principle, and that it be referred to staff to review and report at the October 3, 2011 meeting of Council.

Councillor Bastian entered the meeting at 5:25 p.m. and assumed the Chair.

**Sybille Sanderson, Cowichan Valley Regional District
Emergency Management Agreement**

S. Sanderson provided an overview of the Cowichan Valley Regional District's proposed Emergency Management Agreement and requested Council's endorsement of the agreement.

2011-101

It was moved, seconded and carried that the Committee recommend that Council endorse the Emergency Management Agreement for the Cowichan Valley Regional District, and that the Mayor and Corporate Officer be authorized to sign the agreement.

Councillor Arnett entered the meeting at 6:10 p.m.

Recess

2011-102

It was moved, seconded and carried at 6:15 p.m. that the Government Services Committee meeting recess for ten minutes.

This meeting of the Government Services Committee reconvened at 6:25 p.m.

**CITY MANAGER'S
REPORT**

The City Manager presented her Quarterly Report, and responded to questions from Council.

STAFF REPORTS

Directors' Quarterly Reports

Staff were requested to provide a status update on the construction of a causeway within the small Craft Harbours Lease; on safety improvements on the Holland Creek Trail, and on the on environmental issues from Parks, Recreation and Culture. 2012.

2011-103

It was moved, seconded and carried that the Directors' Reports for

the quarter ending September 30, 2011 be received.

- 2011-104 Financial Plan Update**
It was moved, seconded and carried that the Financial Plan Update to the end of August 2011 be received.
- Staff were requested to provide additional information regarding Tangible Capital Assets as presented in the financial statements.
- 2011-105 Waste, Recyclables and Organics Collection Contract**
It was moved, seconded and carried that the Committee recommend that Council extend the existing solid waste collection contract with BFI Canada for an additional one year term to expire on September 30, 2012.
- 2011-106 Three Quarter Ton Utility Vehicle**
It was moved, seconded and carried that the Committee recommend that Council authorize staff to issue a Request for proposals for the ¾ ton Public Works truck scheduled for replacement, with the funds to come from the Equipment Replacement Reserve.
- 2011-107 Dog Licencing, Control and Pound Bylaw No. 1155 - Definition of "At Large"**
It was moved, seconded and carried that the staff report concerning the definition of "At Large" contained in Dog Licencing, Control and Pound Bylaw No. 1155 be received.
- 2011-108 Building Inspector's Report for August 2011**
It was moved, seconded and carried that the Building Inspector's Report for July 2011 be received.
- 2011-109 Trolley Report for August 2011**
It was moved, seconded and carried that the Trolley Report for July 2011 be received.
- 2011-110 Fire Chief's Report for August 2011**
It was moved, seconded and carried that the Fire Chief's Report for July 2011 be received.
- 2011-111 Animal Control / Pound Report for August 2011**
It was moved, seconded and carried that the Pound Report for July 2011 be received.

ADJOURNMENT

- 2011-112** It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 6:55 p.m. and

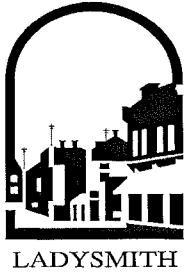
that the balance of the agenda be referred to a Special Government Services meeting on Monday October 3, 2011.

Chair (Councillor S. Arnett)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)

Subject to Adoption



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: September 28, 2011
File No:

Re: HOUSEKEEPING AMENDMENTS THE GARBAGE, RECYCLING AND ORGANICS COLLECTIONS BYLAW

RECOMMENDATION(S):

That the Committee recommend to Council that Council direct Staff to proceed with processing Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588 Amendment Bylaw (2011) No. 1783 as presented.

PURPOSE:

The purpose of this staff report is to seek Council's authorization to incorporate various housekeeping amendments to the Garbage, Recycling and Organics Collections Bylaw.

INTRODUCTION/BACKGROUND:

Staff has determined that Ladysmith Garbage, Recyclables and Organics Collection Bylaw 2005, No. 1588 requires minor housekeeping amendments to ensure the bylaw is enforceable. The following revisions are required:

- Replace the penalty section (20.5) of the bylaw with the following to make it consistent with penalties applied outstanding water and sewer charges:

A 10% penalty shall be added to any unpaid current water / sewer / garbage charges no less than 30 days from the billing date and the due date selected shall be clearly indicated on the utility billing.

- Delete the following Section 13(i) as Staff deem it unnecessary and redundant:

tie or otherwise seal any plastic bags containing garbage, recyclable or organics materials set out for collection to prevent spillage or entry of water;

- Replace Schedule B with the following to correct mis-referenced sections in the schedule and eliminate reference to Section 13(i):

OFFENCE	SECTION	FINE
Fail to dispose of garbage in accordance with the Bylaw	4.1	\$100
Fail to provide for garbage collection	7.2	50
Unacceptable material in container	12.1	100
Fail to use suitable garbage container	13(a)	50
Fail to use suitable recycling container	13(b)	50
Fail to remove containers	13(g)	50
Improper use of recycling container	14.1	50
Place recycling bin on Town property	14.2	50
Damage/tamper with recycling bin	14.3	100
Scavenging from recycling container	16.1	50
Scavenging from recycling bin	16.2	50

SCOPE OF WORK:

Once the bylaw is adopted the Bylaw Enforcement Officer will proceed with enforcement in accordance with the amendments.

ALTERNATIVES:

Staff requests Council's positive consideration of the proposed bylaw amendments in order to ensure that the bylaw is enforceable.

FINANCIAL IMPLICATIONS:

n/a

LEGAL IMPLICATIONS:

As noted above, the enforcement of the bylaw in its current state is challenging. The proposed amendments will enhance the bylaw's enforceability.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The proposed amendments to Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588 Amendment Bylaw (2011) No. 1783 will have minimal impact on the public.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

These bylaw amendments will involve Corporate Services, Financial Services and the Bylaw Enforcement Officer.

RESOURCE IMPLICATIONS:

n/a

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

n/a


ALIGNMENT WITH STRATEGIC PRIORITIES:

n/a

SUMMARY:

In the course of enforcing bylaws, from time to time Staff determines that a bylaw requires amendments in order to ensure the bylaw is enforceable. As such, staff recommends that the proposed minor housekeeping amendments to Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588 Amendment Bylaw (2011) No. 1783 be approved.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588 Amendment Bylaw (2011) No. 1783

TOWN OF LADYSMITH

BYLAW NO. 1783

A Bylaw to Amend the Town of Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588

The Council of the Town of Ladysmith, in open meeting lawfully assembled hereby enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588 Amendment Bylaw (2011) No. 1783".

2. AMENDMENTS

The "Ladysmith Garbage, Recyclables and Organics Collection Bylaw (2005) No. 1588" is hereby amended as follows:

(a) Delete Section 20.5 and replace it with the following:

A 10% penalty shall be added to any unpaid current water / sewer / garbage charges no less than 30 days from the billing date and the due date selected shall be clearly indicated on the utility billing.

(b) Delete Section 13(i) in its entirety.

(c) Delete Schedule "B" (Fine Schedule) and replace it with the attached Schedule "B".

READ A FIRST TIME	on the	day of	2011
READ A SECOND TIME	on the	day of	2011
READ A THIRD TIME	on the	day of	2011
ADOPTED	on the	day of	2011

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

SCHEDULE B

The following fines are prescribed for the purposes of this Bylaw:

OFFENCE	SECTION	FINE
Fail to dispose of garbage in accordance with the Bylaw	4.1	\$100
Fail to provide for garbage collection	7.2	50
Unacceptable material in container	12.1	100
Fail to use suitable garbage container	13(a)	50
Fail to use suitable recycling container	13(b)	50
Fail to remove containers	13(g)	50
Improper use of recycling container	14.1	50
Place recycling bin on Town property	14.2	50
Damage/tamper with recycling bin	14.3	100
Scavenging from recycling container	16.1	50
Scavenging from recycling bin	16.2	50

Danh Phan
Wigwam Restaurant
438 First Ave., PO Box 759
Ladysmith, BC
V9G 1W7

August 19, 2011

Robert Hutchins, Mayor
Town of Ladysmith
410 Esplanade, PO Box 220
Ladysmith, BC
V9G 1A2

Dear Mr. Hutchins,

I would like to bring to your attention and put in a formal complaint about the recent filming occurred in the downtown area, during the week of August 14, 2011. As a business owner and supporting member of this community, I find it quite disheartening and disappointing with the shameful process that allowed the film crew/company in taking advantage of our community. This is not the first time we have problems with visiting film crews. We had countless disputes with past filming companies in seeking compensations for our loss incomes. Majority of the attempts were unsuccessful however. To make things even more challenging, companies hide themselves behind disconnected phone numbers or phantom representatives that never return calls. In the end, we as a community are left helplessly in fending ourselves from these despicable visitors.

I feel there is a fundamental problem here, and it begins with the approval process that allows filming to proceed. We were only given 3 days notice via email by the Ladysmith Downtown Business Association with regard to the filming. No attempts by the filming company were made to consult and inform us prior to that. The problem they created in the end was beyond inconvenience. Customers were forced to park at unreasonably far distance, because the usual parking stalls were occupied by the film crew all day. Some customers were also offended by the traffic chaos created. Instead of redirecting them to alternative route, they were simply told to turn around. The film crew also had very little respect for our business. They simply covered our store front without even asking, and did not allow us to display our business board outside. Thus, our store appeared to be closed all day while they filmed, and lost the entire day's business. Consider the negative impact it has on local businesses, I feel we should have the opportunity to influence the approval process.

This is similar to outright robbery to us. It appears the film crew just forced themselves upon our town, even without the majority support from the community and businesses. By allowing something like this to happen repeatedly, we set unfavorable precedence that jeopardizes our town's future. We would be known to the filming industry as a town that anyone can come and take, because we appear to be "easy". How can we secure the compensation that the affected businesses deserve? Shouldn't that be something negotiated and paid in advance before filming proceeds? Now that their filming is over and have left town, it is much too easy to evade their responsibilities in that matter.

I believe whoever allowed this to happen should be held responsible to ensure all the business owners are compensated fairly and promptly. This has been an ongoing problem, and I do not believe such responsibility should be put into the hands of the individual owner, especially when we were not informed properly and have never approved the filming to occur.

Please forward this letter as you feel necessary. I would like these concerns to be addressed, and a process to put in place that protects our local businesses. After all, it is the local businesses that have been supporting the community's needs, not the filming company.

Sincerely,

Danh Phan

Audience Question #1

How did you first hear about this meeting?

- A. Local Newspaper
- B. Town Bulletin Board
- C. Electronic Notice, Twitter, Facebook
- D. Town Newsletter in Utility Bill
- E. Word of Mouth

Option	Count
A	1
B	2
C	15
D	10
E	8

Audience Question #2

Throughout the evening there will be many opportunities to ask questions or make a statement. In the interest of allowing everyone voices to be heard how much time do you wish to allow for individual question-statements?

- A. Thirty seconds
- B. One Minute
- C. Two Minutes
- D. Three Minutes
- E. Five Minutes

Option	Count
A	1
B	2
C	12
D	10
E	5

Audience Question #3

Where do you live in Ladysmith?

- A. North of the Holland Creek
- B. South of the Holland Creek
- C. I do not live in Ladysmith

Option	Count
A	10
B	5
C	2

Audience Question #4

How long have you lived in Ladysmith?

- A. < 10 years
- B. 10 - 20 years
- C. 21 - 40 years
- D. 41 + years
- E. I do not live in Ladysmith

Option	Count
A	1
B	2
C	10
D	5
E	2

Audience Question #5

What is your age?

- A. < 24 years
- B. 24 - 39 years
- C. 40 - 59 years
- D. 60 - 79 years
- E. 80+

Option	Count
A	1
B	2
C	15
D	10
E	5

Audience Question #6

The Town of Ladysmith should expand and upgrade the existing wastewater treatment plant from primary to secondary treatment?

- A. Strongly Agree
- B. Agree
- C. Disagree
- D. Strongly Disagree
- E. I need more information


Option	Count
A	1
B	10
C	5
D	2
E	3

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Audience Question #7

If further action is needed to protect Ladysmith Harbour I would support:

- A. The outfall be extended out of the harbour.
- B. The treatment plant be upgraded to provide additional advanced treatment.
- C. I need more information.

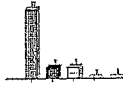


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Audience Question #11

Should the Town of Ladysmith facilitate the construction of an RV Campsite on the waterfront?

- A. Yes
- B. No
- C. I need more information.

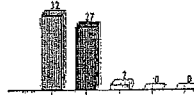


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Audience Question #8

Should the Town of Ladysmith amend the Animal Control Bylaw to permit backyard chickens similar to other communities?

- A. Yes
- B. No
- C. I need more information.




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Audience Question #10

Should the Town of Ladysmith amend the Animal Control Bylaw to require the licensing and control of cats?

- A. Yes
- B. No
- C. I need more information.



Item referred from the September 2, 2011 Regular Meeting of Council, to be discussed in conjunction with Government Services Agenda Item 9.1

RECEIVED
AUG 10 2011
TOWN OF LADYSMITH

August 10, 2011

Mayor Rob Hutchins and Council,
Town of Ladysmith,
P.O. Box 220, 410 Esplanade,
Ladysmith, B.C. V9G 1A2

Dear Mayor and Councillors,

July 19th Town Meeting Cat Licencing:

We had the town meeting on our agenda, but unfortunately circumstances prevented us attending the meeting but we are sending this letter to try and make up for our absence. Having moved to Ladysmith only a year ago, we were looking forward to learning about current issues. Fortunately the Chronicle has given us a good overview of the meeting.

We would like to commend the town for providing this and other input opportunities for its residents.

As cat owners we would like to cast our two votes against a cat licensing bylaw. Our kitty is eleven years old and pretty much stays in our yard. However she is an outdoor cat and once cats are outdoor cats it is almost impossible to train them to be house cats.

We have a number of cats in our neighbourhood, and by and large we do not have problems with them. They are well looked after by their owners and generally well behaved. We have lots of flowers and a number of visiting cats but see no evidence that visiting cats are causing us any problems.

Licensing cats will not make cat owners any better or worse than they already are and I'm sure you are aware of this from dog licensing. We still find dog feces in our yard and around town when we walk, and the licensing will just not make responsible pet owners.

We would appreciate knowing the reasons that the Town is broaching the subject of cat licensing.

1. Have you had a number of complaints? If so, how many or is it just a few cranky individuals?
2. Have public health authorities in Ladysmith identified instances of rabies and toxoplasmosis being caused by cats and if so how many?
3. Is Councillor Whittington's information about contracting tapeworms and ringworms correct? My understanding in that ringworm is in fact a fungus which is transmitted by touching an infected cat OR dog OR human. It is also my understanding that tapeworms are transmitted by fleas whether they are carried by cats, OR dogs OR humans.

We would appreciate hearing from you in respect to these questions.


Now that we have addressed our concerns, we would like to pass on kudos.

As mentioned, we have only been in Ladysmith for a year, but we think it is a lovely, lovely town and are very happy with our decision to move here. It's beautiful, the people are great and we are impressed with the services.

The council seems sensible and promotes the town and special events well. We appreciate the "small" town friendly atmosphere with its reasonable mix of good common sense by-laws but not overdoing it with things like this proposed cat bylaw.

Also we have been very impressed with the assistance offered by and the friendliness of the Town Office staff. Any dealings have just been great and it's a pleasure to go into the Town Office.

Respectfully,


Bev DeJong and Ross MacLennan