



TOWN OF LADYSMITH

A REGULAR MEETING OF THE
COUNCIL OF THE TOWN OF LADYSMITH
WILL BE HELD IN COUNCIL CHAMBERS AT CITY HALL ON

MONDAY, FEBRUARY 6, 2012
7:00 p.m.

A G E N D A

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CALL TO ORDER	
1. AGENDA APPROVAL	
2. MINUTES	
2.1. Minutes of the Regular Meeting of Council held January 16, 2011	1 - 3
3. PUBLIC HEARING	
None	
4. BYLAWS (OCP / ZONING)	
None	
5. DELEGATIONS	
None	
6. PROCLAMATIONS	
6.1. Mayor Hutchins has proclaimed the week of February 20 th to 26 th , 2012 as Heritage Week in the Town of Ladysmith	
6.2. Mayor Hutchins has proclaimed February 29, 2012 as Pink Shirt Day against bullying in the Town of Ladysmith	
7. DEVELOPMENT PERMITS / DEVELOPMENT VARIANCE PERMITS	
7.1. Rezoning Application – LANDECA Services Lot A, District Lot 126, Oyster District, Plan VIP 73132 – Malone Road	4 - 13
7.2. Rezoning Application – 320 4 th Avenue Extension Lot 5, District Lot 56, Oyster District, Plan 965, except part in Plan 31211	14 - 18

8. COUNCIL COMMITTEE REPORTS

- 8.1. Mayor R. Hutchins**
Cowichan Valley Regional District; Economy and Environment Commission;
Ladysmith Chamber of Commerce
- 8.2. Councillor B. Drysdale**
Heritage Revitalization Advisory Commission; Protective Services Committee;
Trolley Committee
- 8.3. Councillor J. Dashwood**
Trolley Committee; Ladysmith Early Years Partnership; Social Planning
Cowichan Affordable Housing Directorate
- 8.4. Councillor G. Horth**
Advisory Planning Commission; Liquid Waste Management Committee;
Ladysmith Downtown Business Association
- 8.5. Councillor D. Paterson**
Protective Services Committee; Parks, Recreation and Culture Commission;
Festival of Lights
- 8.6. Councillor G. Patterson**
Community Health Advisory Committee; Youth Advisory Committee; Liquid
Waste Management Committee
- 8.7. Councillor S. Arnett**
Government Services Committee; Advisory Design Panel; Parks, Recreation and
Culture Commission; Vancouver Island Regional Library Board; Celebrations
Committee

8.7.1. Government Services Committee Recommendations – None

9. STAFF / ADVISORY COMMITTEE REPORTS

- 9.1. Guidelines for the Siting of Telecommunications Facilities (Cell Towers)** **19 – 21**
- 9.2. Leases for Town-Owned Properties on Oyster Bay Drive** **22 – 25**
- 9.3. Preliminary Report on 2012 to 2016 Financial Plan – General Operating and Capital Funds (please bring the Financial Plan document that was circulated at the January 16, 2012 Council meeting) – general discussion**

10. CORRESPONDENCE

- 10.1. Ladysmith Chamber of Commerce** **26 – 27**
2012 Home, Garden and Business Show

Staff Recommendation

That Council determine whether it wishes to participate with a booth at the Ladysmith Home, Garden and Business Show, taking place at the Aggie Hall from March 30 to April 1, 2012.

**10.2. Iris Churcher
Parking Spaces for People with Disabilities** **28**

Staff Recommendation

That Council consider whether it wishes to refer the request from Iris Churcher for improvements to parking spaces for people with disabilities as outlined in her correspondence dated January 22, 2012 to staff for review and development of recommendations.

**10.3. Kathy Holmes, Arts Council of Ladysmith and District
Request for Letter of Support for Grant Funding Application** **29**

Staff Recommendation

That Council consider whether it wishes to provide a letter of support in principle for the Arts Council of Ladysmith and District in support of the Council's application for funding to install an elevator in the premises leased from the Town at 610 Oyster Bay Drive, as requested in the correspondence from Kathy Holmes dated January 25, 2012, and to refer the request to staff to review.

11. BYLAWS

11.1. Town of Ladysmith Development Cost Charges Parks Appropriation Bylaw 2012, No. 1793 **30**

May be read a first, second and third time.

The purpose of Bylaw 1793 is to authorize the transfer of funds from the Development Cost Charges (Open Space and Parklands) Restricted Reserve for costs associated with the development of Forrest Field at Lot 108.

12. NEW BUSINESS

12.1. Town of Ladysmith Delegation to Association of Vancouver Island & Coastal Communities (AVICC) 2012 Conference, Ucluelet, April 13 to 15

The current Travel Expenses Policy stipulates that the Mayor and four Councillors are authorized to attend the annual AVICC conference. Council direction is requested regarding which members of Council will attend this year's conference in Ucluelet.

13. UNFINISHED BUSINESS

13.1. Green Municipal Fund Grant Application Resolution – Waste Water Treatment Plant Upgrade

The Town has recently been advised that the resolution authorizing the Town to apply for grant funding through the Green Municipal Fund for the Waste Water Treatment Plant requires an amendment. It is therefore recommended that Council adopt the following resolutions:

1. That the following resolution No. CS 2011-518 be rescinded:

That Council's intent to pursue Phase 3 of the Waste Water Treatment Plant upgrade be confirmed, and that staff be directed to apply for grant funding through the Green Municipal Fund with the town's share of the costs to be funded through reserves, operations and other grants and that the financial Plan be amended accordingly.

2. That Council's intent to pursue Phase 3 of the Waste Water Treatment Plant upgrade be confirmed, and that staff be directed to apply for a loan and grant funding through the Green Municipal Fund with the Town's share of the costs to be funded through reserves, operations and other grants, and that the Financial Plan be amended accordingly.

14. QUESTION PERIOD

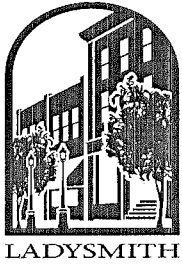
- Persons wishing to address Council during "Question Period" must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes
- Questions must relate strictly to matters which appear on the Council agenda at which the individual is speaking
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine
- Questions must be brief and to the point
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council

15. EXECUTIVE SESSION

In accordance with Section 90(1) of the *Community Charter*, this section of the meeting will be held *In Camera* to consider the following items:

- The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality
- The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- Litigation or potential litigation affecting the municipality

ADJOURNMENT



MINUTES OF THE MEETING OF COUNCIL OF THE
TOWN OF LADYSMITH
HELD IN COUNCIL CHAMBERS AT CITY HALL ON
MONDAY, JANUARY 16, 2012

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins

Councillor Jillian Dashwood

Councillor Duck Paterson

Councillor Steve Arnett

Councillor Gord Horth

Councillor Bill Drysdale

Councillor Glenda Patterson

STAFF PRESENT:

Ruth Malli

Sandy Bowden

Felicity Adams

John Manson

Erin Anderson

Joanna Winter

CALL TO ORDER

Mayor Hutchins called the Regular Council Meeting to order at 5:40 p.m.

EXECUTIVE SESSION

2012-012

It was moved, seconded and carried that Council retire into Executive Session at 5:40 p.m., to consider the following items:

- The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality
- litigation or potential litigation affecting the municipality
- information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*
- personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality

AGENDA APPROVAL

The regular meeting of Council reconvened at 7:30 p.m.

2011-013

It was moved, seconded and carried that the agenda for the Regular Session of Council for January 16, 2012 be approved as circulated.

MINUTES

2011-014 It was moved, seconded and carried that the minutes of the Regular Meeting of Council held January 9, 2012 be approved as circulated.

PROCLAMATIONS

Mayor Hutchins proclaimed the month of February 2012 as heart month in the town of Ladysmith.

Mayor Hutchins proclaimed February 5th to 11th as International Development Week in the town of Ladysmith.

STAFF / ADVISORY COMMITTEE REPORTS

Preliminary Report on 2012 to 2016 Financial Plan – General

A preliminary report on the 2012 to 2016 Financial Plan, including a draft schedule for review of the Financial Plan at upcoming council meetings was circulated for Council's review.

2012-015 It was moved, seconded and carried that the preliminary report on the 2012 to 2016 Financial Plan (General Operating and Capital Funds) be received.

Proposed Fire Vehicle Implementation Plan

2012-016 It was moved, seconded and carried that the Fire Vehicle Plan be updated to ensure that there is funding set aside in a reserve account to replace the fire department equipment as the assets reach the end of their useful life, and that the funds set aside be equal to the replacement cost divided by the life of the asset.

2012-017 It was moved, seconded and carried that a Request for Proposals be issued to replace the Ladysmith Fire/Rescue 1986 Ford Rescue Truck.

2012-018 It was moved, seconded and carried that an Alternate Approval Process be initiated in order for the Town to borrow up to \$440,000 for the purchase of a new Ladysmith Fire/Rescue vehicle to replace the 1986 Ford Rescue Vehicle.

BYLAWS

Town of Ladysmith Cemetery Care Trust Fund Appropriation Bylaw 2012, No. 1789

2012-019 It was moved, seconded and carried that Town of Ladysmith Cemetery Care Trust Fund Appropriation Bylaw 2012, No. 1789 be adopted.

NEW BUSINESS

Proposed Letter of Support for Peerless Road Recycling Depot Expansion

It was moved, seconded and carried that Council support in principle a proposal by the Cowichan Valley Regional District to expand the facilities at the Peerless Road Recycling Depot.

UNFINISHED BUSINESS

2012-020

Consent to Borrow Funds

It was moved, seconded and carried that Council approve borrowing from the Municipal Finance Authority, as part of the 2012 Spring Issue, \$1,000,000 as authorized through Loan Authorization Bylaw 2011, No. 1763, and that the Cowichan Valley Regional District be requested to consent to the Town's intent to borrow over a 25 year term and to include this borrowing in the Cowichan Valley Regional District security issuing bylaw.

QUESTION PERIOD

R. Johnson was advised that the funds for the proposed expansion of the Peerless Road Recycling Depot by the Cowichan Valley Regional District will mainly come from grants.

EXECUTIVE SESSION

2012-021

It was moved, seconded and carried at 7:18 p.m. that Council retire into Executive Session following a two-minute recess.

ARISE AND REPORT

Council arose from Executive Session without report.

ADJOURNMENT

2012-022

It was moved, seconded and carried that this meeting of Council be adjourned at 8:12 p.m.

CERTIFIED CORRECT

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: February 1, 2012
File No: 3360-11-01

Re: Rezoning Application – LANDECA Services Inc.
Subject Property: Lot A, District Lot 126, Oyster District, Plan VIP73132

RECOMMENDATION(S):

1. That Council directs staff to prepare bylaws to amend the Official Community Plan and Zoning Bylaw No. 1160 to permit a mixed residential neighbourhood on the property legally described as Lot A, DL 126, Oyster District, Plan VIP73132 (3360-11-01 LandEca).
2. That Council directs staff to work with the applicant on land-use agreements for the proposed development at the end of Malone Road (3360-11-01), as follows:
 - a) Protection of the SPEA through public ownership.
 - b) Management of environmental features on the land and the provision of open space for the development through the development permit process.
 - c) Dedication of the Malone Road extension.
 - d) Covenant registration with the following commitments:
 - No clearing of trees and vegetation of the multi-family site until the overall development permit is approved;
 - Provision of one serviced residential lot to 'Habitat for Humanity';
 - Contribution of the pedestrian pathway and park staging area (entry) to the Lot B park site;
 - Provision of a continuous fence at the back of the single-family / two-family area bounding Lot B;
 - A commitment to Energuide 80 energy efficient buildings; and
 - A commitment to the construction of a minimum of 10% of the multi-family units as adaptable units.

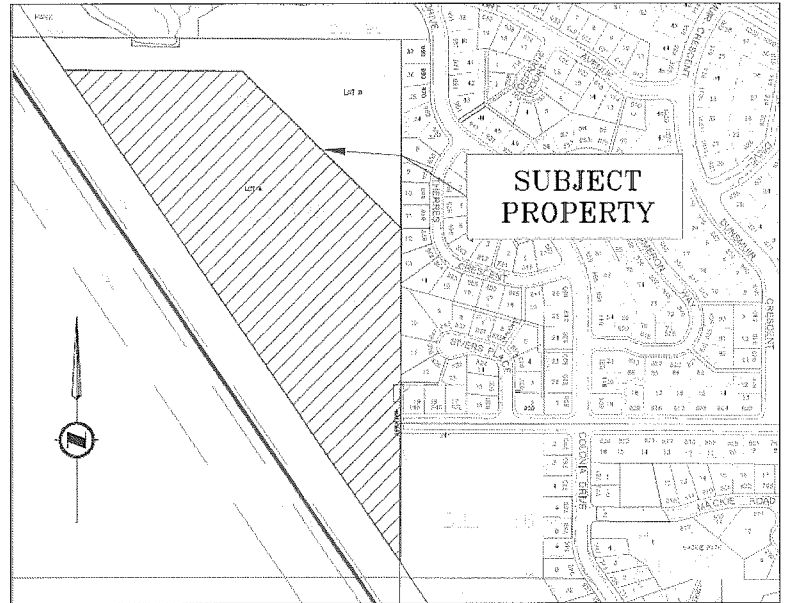
PURPOSE:

The purpose of this staff report is to seek direction from Council to prepare bylaws to amend the Official Community Plan and Zoning Bylaw to facilitate a proposed mixed residential development at the end of Malone Road.

INTRODUCTION/BACKGROUND:

This rezoning application has previously been before Council. As background, the subject property is located at the end of Malone Road and the site is 7.7 hectare (19 acre) in area. 147 residential units are proposed comprised of single family, two-family and multi-family units.

While the property is currently zoned Forestry Primary (F-1), the Official Community Plan land use designation is predominantly multi-family residential with a small area designated for single family residential development.



At its September 6, 2011 meeting, Council directed staff to refer the proposed rezoning to the Advisory Planning Commission (APC) and the Advisory Design Panel (ADP) and the applicant was directed to hold two neighbourhood information meetings (one early in the process to seek neighbourhood input and one prior to the public hearing). The APC and ADP meetings have been held and one of the two neighbourhood meetings has taken place.

Since that time the proposal has been revised by the applicant based on input from the landowner, staff, commissions and additional technical analysis.

SCOPE OF WORK:

The current stage of this rezoning application is to seek direction from Council to prepare amending bylaws for the development proposal. See attached Schedule A for development details.

Proposed Amendments to the Official Community Plan:

Typically multi-family proposals are accompanied by a detailed site plan and building elevation (design) plans. In this case, as the applicant is not intending to develop the multi-family site, an alternate approach to securing a project design that is consistent with the Ladysmith Vision and the OCP was presented: the development of comprehensive design guidelines for the multi-family residential site. This approach triggers an amendment to the Official Community Plan (OCP) as Development Permit Areas are established in the OCP.

As previously reported, an ecological assessment of the site and a riparian area assessment of Rocky Creek and Rocky Creek tributaries were undertaken. The current proposal is that the Streamside Protection and Enhancement Areas (SPEA) associated with the watercourses on the site would be protected through public ownership. The management of other ecological features would be informed by environmental assessment and addressed at the development permit stage when detailed design is under development.

As such, the new development permit area would apply to the multi-family residential portion of the Malone Road site. The design guidelines would address the following key elements of the proposal:

5

- Building form and exterior design,

- Site design and energy and water conservation practices;
- Environmental protection and landscape design;
- Site circulation.

In addition, the 'Land Use Designations' map (OCP Map 1) would be amended to designate the identified riparian areas (SPEA) as "Parks and Open Space". These areas are required to remain free of development pursuant to the Provincial Riparian Areas Regulation. The other current land use designations would remain.

Proposed Amendments to the Zoning Bylaw 1160:

It is proposed that the lands be zoned as a "Comprehensive Development Zone" with regulations to permit:

- An area for 7 single family units, with the potential for secondary suites
- An area for 26 dwelling units combined of single family units, with the potential for secondary suites, or duplex units; and
- An area for 103 multi-family residential units (medium density).

SUMMARY OF CURRENT AND PROPOSED LAND USE POLICY AND REGULATION:

	Current	Proposed
OCP Land Use	Multi-Family Residential Single Family Residential	Multi-Family Residential Single Family Residential Parks and Open Space
OCP Development Permit Area (DPA)	Riparian DPA 6 Multi-Family DPA 4	Riparian DPA 6 New site specific DPA - Malone Road Multi-Family Residential
Zoning	Primary Forestry (F-1) (Zoning Bylaw #1020)	Comprehensive Development Zone
Use	Management and harvesting of primary forest products, gravel extraction, silviculture	Multi-Family, Two-family and Single Family Residential (with potential for suites).
Servicing:	Municipal services	Municipal services

Proposed Land-Use Agreements

The following commitments have been confirmed by the applicant and supported by staff. Commitments prior to third reading:

- a) Plan registration to protect the SPEA through public ownership;
- b) Plan registration of the dedication of the Malone Road extension;
- c) Covenant registration with the following commitments:
 - No clearing of tress and vegetation until the multi-family development permit is approved.
 - Transfer of one serviced residential lot to 'Habitat for Humanity'. *A letter of support for this contribution has been received from Habitat for Humanity Mid-Vancouver Island Society.*
 - Contribution of the pedestrian pathway and park staging area (entry) to the Lot B park site at the time of subdivision approval.

- Provision of a continuous fence at the back of the single-family / two-family area bounding Lot B at the time of subdivision approval.
- A commitment to energy efficient buildings at the time of building permit. *Minimum Energuide 80 is recommended by staff and APC.*
- A commitment to the construction of adaptable units (minimum 10% of the multi-family units).

ALTERNATIVES:

That Council direct that the management of the environmental features on the land (in addition to SPEA protection) and the provision of open space for the development be through the establishment of a specific percentage requirement in the comprehensive development zone.

The APC recommended the contribution of more parkland.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

A public hearing will be required.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

At their meeting on September 13, 2011 the Advisory Planning Commission passed the following motion:

It was moved, seconded and carried that the Advisory Planning Commission recommends that Council support rezoning application 3360-11-01 subject to: a) more parkland being provided (as the riparian areas must be protected anyway as a provincial requirement); and b) that all buildings meet an energy efficiency rating of Energuide 80.

Note: The applicants have committed to BuiltGreen Gold (which is Energuide 77). Specific park land (open space) targets have not been included in the current proposal, rather the approach is to establish site specific DPA guidelines.

At their meeting on October 24, 2011 the Advisory Design Panel passed the following motion:

It was moved, seconded and carried that the Advisory Design Panel expresses to Council its support of rezoning application #3360-11-01 for the purpose of this development proposal as presented by LANDECA Services Inc.

The neighbourhood information meetings was held on October 24, 2011 at FJCC. The meeting was advertised in the local newspaper and individual invitations were mailed directly to property addresses within the 60 metre circulation area. The applicant reported that 12 members of the community attended the meetings; however, considering attendance by Council members/candidates (5), media (1), and Habitat for Humanity (2), there were 4 neighbours in attendance. The applicant concluded that, "In general, there were no issues of concern raised and the project team heard support for the rezoning application as presented".

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The proposed rezoning has been referred to the Director of Infrastructure Services and Director of Parks, Recreation and Culture for review and their comments have

been integrated into the proposal, including support for the staging area (entrance) to Lot B.

RESOURCE IMPLICATIONS:

Processing rezoning applications is a core function of the Development Services Department. Processing this application is within available staff resources.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

The Visioning Report states that new neighbourhoods in Ladysmith shall offer a blend of housing options; streets shall be a pedestrian oriented design; buildings shall be energy efficient, the landscape needs to support healthy local ecosystems and habitat; opportunities for recreation shall exist; and innovative infrastructure shall be utilized.

This proposal has the potential to result in a development that meets these objectives. The development of appropriate land use regulations, development permit guidelines, and covenant commitments are important implementation tools.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Effective land-use planning and community design is a Council strategic direction.

SUMMARY:

A mixed residential neighbourhood with a range of housing options and densities is being proposed for a 7.7 ha site at the end of Malone Road. It is recommended to direct staff to prepare amending bylaws and to continue working towards land-use agreements with the applicant.

I concur with the recommendation.

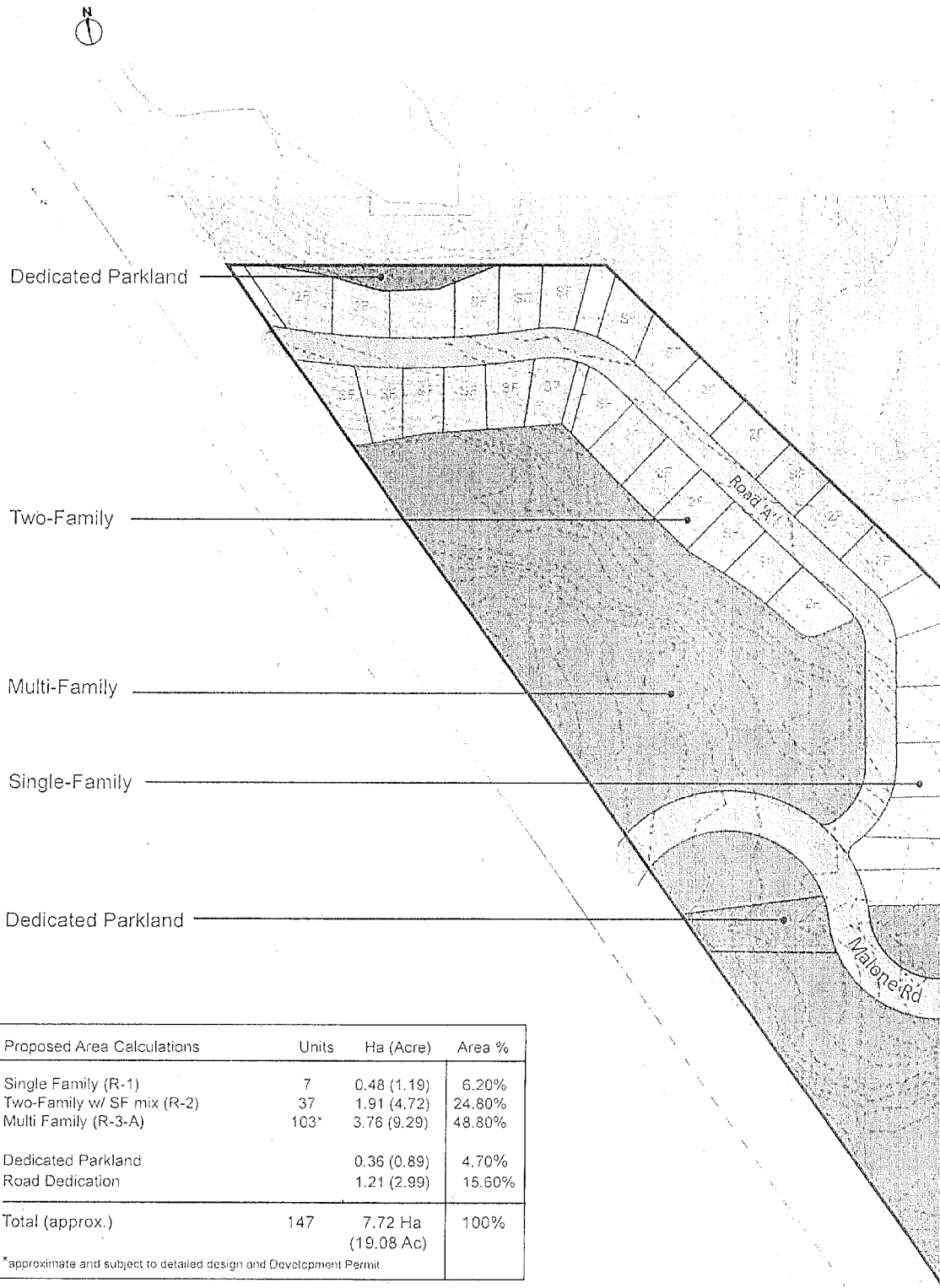


Ruth Malli, City Manager

ATTACHMENTS:

Schedule A: Proposed Land Use Plan – LandEca

Schedule B: Previously considered staff report (August 2011)



Proposed Area Calculations	Units	Ha (Acre)	Area %
Single Family (R-1)	7	0.48 (1.19)	6.20%
Two-Family w/ SF mix (R-2)	37	1.91 (4.72)	24.80%
Multi Family (R-3-A)	103*	3.76 (9.29)	48.80%
Dedicated Parkland		0.36 (0.89)	4.70%
Road Dedication		1.21 (2.99)	15.60%
Total (approx.)	147	7.72 Ha (19.08 Ac)	100%

*approximate and subject to detailed design and Development Permit



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: August 31, 2011
File No: 3360-11-01

Re: Rezoning Application – LANDECA Services Inc.
Subject Property: Lot A, District Lot 126, Oyster District, Plan VIP73132

RECOMMENDATION(S):

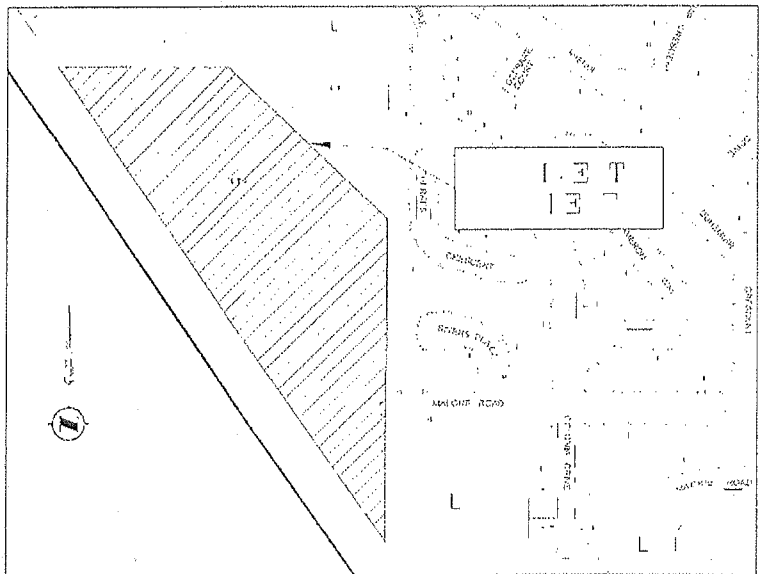
That Council refer Zoning Bylaw amendment application 3360-11-01 (Landeca-Malone Road) to the Advisory Planning Commission (APC) and the Advisory Design Panel (ADP) for review and comment; and direct that the applicant hold two neighbourhood information meetings.

PURPOSE:

The purpose of this staff report is to seek direction regarding the consultation process for an application from Landeca Services Inc. to amend the Zoning Bylaw.

INTRODUCTION/BACKGROUND:

A rezoning application has been received for a 7.7 hectare (19 acre) site at the end of Malone Road. The applicant is proposing that the site be zoned to permit a mixed residential neighbourhood with a range of housing options and densities. At this early stage in the application process staff is seeking direction regarding the public consultation process for the proposed development. The Official Community Plan designates the property as multi-family residential and single family residential.



SCOPE OF WORK:

Context and Ecology

The subject property is bounded by Rocky Creek and parkland to the north, a single family residential neighbourhood to the east, and the BC Hydro Right of Way and forestry lands to the south and west. The site is characterized by sloping topography, with young forests, and rocky outcrop areas. A tributary to Rocky Creek exists in the southern area of the property, and part of the Rocky Creek riparian area extends into the property on the northern boundary. An ecological assessment was completed by Madrone Environmental Services which reveals that the site lies within the Coastal

- To protect ecological features such as steep slopes and riparian corridors;
- To encourage integrated neighbourhoods that incorporate a variety of housing types, densities, and that accommodate a variety of ages;
- To integrate transportation planning with land use planning;
- To encourage greenway corridors for walking and cycling;
- To encourage “Green Streets”;
- To incorporate alternatives for onsite stormwater retention and detention; and
- To ensure that hillside development will be designed to fit the natural landscape.

The proposed development has the potential to meet all of the policies listed above. If Council wishes to proceed with consultation, staff will work with the applicant to ensure the above policies are addressed.

CURRENT AND PROPOSED ZONING:

	<i>Current</i>	<i>Proposed</i>
<i>OCP</i>	Multi-Family Residential and Single Family Residential	Multi-Family Residential and Single Family Residential
<i>Development Permit Areas (DPA)</i>	Riparian DPA 6 and Multi-Family DPA 4	Riparian DPA 6 and a new Multi-Family DPA with guidelines specific to the subject property.
<i>Zoning</i>	Primary Forestry (F-1) (Zoning Bylaw #1020)	Medium Density Residential (R-3-A), Urban Residential Zone (R-2), and Suburban Residential Zone (R-1)
<i>Minimum lot size:</i>	20 hectares	To be determined
<i>Use:</i>	Management and harvesting of primary forest products, Gravel Extraction, Silviculture	Multi-Family and Single Family Residential
<i>Servicing</i>	Municipal services	Municipal services

ALTERNATIVES:

To not proceed with the proposed rezoning application, and to not proceed with consultation.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

A public hearing will be required.

Douglas Fir, Moist Maritime Subzone. In line with the recommendations of the ecological assessment the applicant proposes to protect the riparian areas, maintain contiguous forest around the riparian areas, preserve the rocky outcrops, and to remove invasive species.

Proposed Residential Areas

The proposed development consists of approximately 103 multi-family units with a density of 37 units per hectare, consistent with the Medium Density Residential Zone (R-3-A). Also, the applicant is proposing 7 single family lots and 24 residential lots that may contain a single family dwelling or a duplex. See attached Schedule A and B 'Proposed Land Use Areas'.

It is proposed that site specific design guidelines be established specifically for the multi-family areas on this property. The design guidelines would address the following key topics:

- Building design
- Site and landscape design
- Circulation
- Stormwater management
- Green buildings and
- Protection of rocky outcrops and park dedication in the multi-family area.

Proposed Roads and Paths

Malone Road is a major collector road and the applicant is required to extend this collector road through the site to permit access to lands beyond to the west and south. The Malone Road extension is also part of Ladysmith bicycle route. In addition, a local road (Road 'A') is proposed through the site, which will also permit access to lands west of the subject property. 'Green Streets' are proposed which include stormwater management in a planted boulevard as well as cycling and pedestrian paths. Path connections to Kinsmen park are also proposed.

Proposed Amenity Contributions

Although amenity discussions are still underway, the applicant has confirmed the following amenity contributions:

- Dedication of one serviced residential lot to 'Habitat for Humanity';
- Park dedication within the proposed multi-family area;
- Dedicating the Rocky Creek riparian area (to the north) as park, to add to existing parkland;
- Dedicating the Rocky Creek tributary riparian area as park or protected area; and
- A commitment to energy efficient buildings and
- A commitment to adaptable units.

Official Community Plan Policies

The subject property is within the 'Urban Containment Boundary' and is designated "Multifamily Residential" with a portion designated "Single Family Residential". The Official Community Plan policies that are particularly relevant for the proposed residential development are:

- To ensure neighbourhoods are at a pedestrian scale;

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The applicants propose to hold two neighbourhood meetings to obtain input from the community regarding the proposed development. One meeting would be held at an early stage to seek neighbourhood input.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The proposed rezoning has been referred to the Director of Public Works and Director of Parks, Recreation and Culture for review.

RESOURCE IMPLICATIONS:

Processing rezoning applications is a core function of the Development Services Department. Processing this application is within available staff resources.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

The Visioning Report states that new neighbourhoods in Ladysmith shall offer a blend of housing options; streets shall be a pedestrian oriented design; buildings shall be energy efficient, the landscape needs to support healthy local ecosystems and habitat; opportunities for recreation shall exist; and innovative infrastructure shall be utilized. The 'Sustainable Development Checklist' was created to reflect the Visioning Report and the Official Community Plan. The applicant's completed checklist is attached.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Effective land-use planning and community design is a Council strategic direction.

SUMMARY:

A mixed residential neighbourhood with a range of housing options and densities is being proposed for a 7.7 ha site at the end of Malone Road. It is recommended to refer the development application to the Advisory Planning Commission (APC) and the Advisory Design Panel (ADP) for review and comment; and it is recommended that the applicant hold two neighbourhood information meetings.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Schedule A: Proposed Land Use Plan (with proposed densities)
Schedule B: Proposed Land Use Plan (with additional site details)
Schedule C: LandEca Sustainable Development Checklist



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: February 1, 2012
File No: 3360-11-02

Re: **Rezoning Application 320 4th Ave. Extension**
(Lot 5, District Lot 56, Oyster District, Plan 965, except part in Plan 31211)

RECOMMENDATION(S):

That Council refers rezoning application 3360-11-02 (320 4th Avenue Extension) to the Advisory Planning Commission (APC) and the Advisory Design Panel (ADP) for review and comment prior to Council direction on the development of the amendment bylaw or land use agreement (covenant) requirements.

PURPOSE:

The purpose of this staff report is to introduce an application to amend the Zoning Bylaw for a proposed 20 unit comprehensive residential development at 320 4th Avenue Extension, and to seek direction regarding consultation.

INTRODUCTION/BACKGROUND:

The applicant is proposing an amendment to the Zoning Bylaw to permit 20 detached units within a comprehensive development. While the proposal is for detached units, a non-traditional layout is proposed which would not be possible under the current Suburban Residential (R-1) Zone. The units are intended to be clustered through-out the development site with access by way of a strata road.

The subject property is 1.2 hectares (3 acres) in size. The property (shown in Figure 1) is bounded by single family development on three sides, and the Holland Creek trail and riparian area to the south-west. The property currently contains one single family dwelling with outbuildings. The topography is generally level with a lower bench in the north-west corner. The site design retains some of the trees located on the site as recommended for retention by a qualified professional arborist.

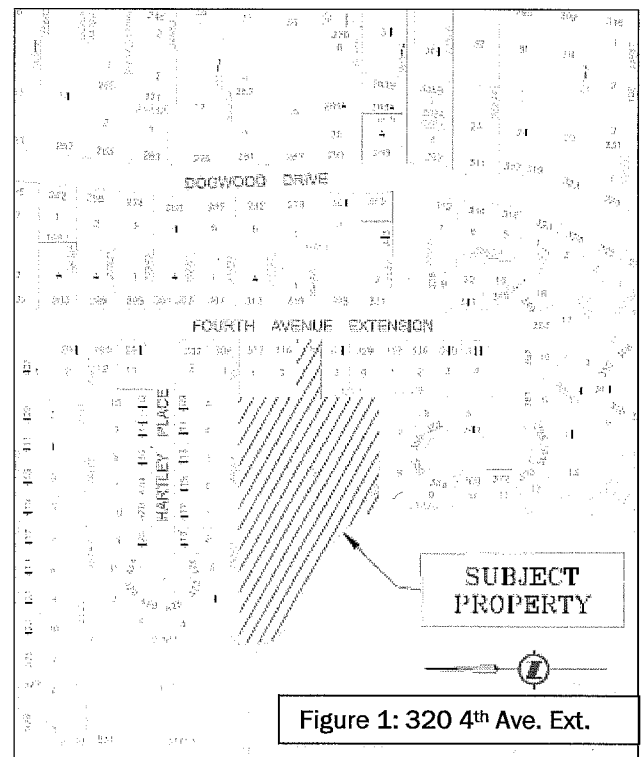


Figure 1: 320 4th Ave. Ext.

SCOPE OF WORK:

The current stage of this rezoning application is to seek direction from Council to refer the application to the Advisory Planning Commission and Advisory Design Panel

for review and comment. During this stage, staff will continue to work with the applicant on the review of the proposal. Following APC and ADP review, the proposal will come before Council again for direction on the next stage of the application process which could be the preparation of a bylaw and land use agreement.

Table 1: Summary of Rezoning Application – 3360-11-02

	<i>Current</i>	<i>Proposed</i>
<i>OCP</i>	Single Family Residential	Single Family Residential
<i>HCAP</i>	Single Family Residential	Single Family Residential
<i>Zoning</i>	R-1 “Suburban Residential”	Comprehensive Development Zone
<i>Density:</i>	Minimum lot size – 668m ² (approximately 11-12 lots)	20 residential strata units

The subject property is located within the area covered by the Holland Creek Area Plan (HCAP) and it is subject to the Official Community Plan (OCP). These documents provide the community’s vision for future land use. The following section of this report provides specific land use policies that are relevant to the subject property and the community’s vision and which should be considered in the review of this application.

Land Use Designation

The property is designated as ‘Single Family’ in the OCP and in the Holland Creek Area Plan (HCAP). The density permitted in the ‘Single Family’ land use designation is between 10 to 25 units per hectare.

- *The applicant is proposing 17 units per hectare or 20 strata-titled single family units as shown in Schedule A: Site Design. Under the current zoning it is estimated that 11 or 12 traditional single family lots could be developed.*

Land Use Policies

The following land use policies are directly relevant to this proposal:

OCP - Promote comprehensive planning and site design that balances ecological and economic considerations.

- *Several existing healthy and mature trees have been selected to be retained through study by an arborist. An internal strata road would provide vehicle circulation. A 520m² (5500m²) common area is proposed for the centre of the site for residents and as a play area.*

OCP - Promote a range of housing types and densities and encourage infill of existing residential areas.

- *The site is an infill site located between two existing single family residential subdivisions. In response to neighbourhood input, the proposed units are all single family detached units. The proposed units contain three bedrooms. Each residential unit would contain a garage and an exterior parking stall. Parking stalls for guests are also provided.*

OCP - The Town's Greenhouse Gas Emission (GHG) reduction targets, from 2007 levels, are as follows:

- 5% reduction in total community emissions by 2012
- 15% reduction in total community emissions by 2016
- 33% reduction in total community emissions by 2020

Community GHGs are contributed by on-road transportation (69.6%); buildings (30.2%) and solid waste (0.3%). The Initiatives and Actions contained in the Community Energy Plan and the Sustainability Goals contained in the Community Vision Report provide implementation tools to achieve the GHG emission reduction targets.

The application of these reduction targets to this proposal would focus on GHG emissions from buildings and on-road transportation.

- The proposal is that the units be built to the standard of Energuide 80 (the BC Building Code currently achieves approx. Energuide 75). While the subject property is located near a trolley stop, the proposal includes parking for 51 cars which exceeds the Town's standards by 20 spaces.*
- Staff will work with the applicant towards green building design.*

HCAP - Secondary suites are not permitted in small lot/comprehensive single family developments.

- Secondary suites are not proposed.*

HCAP - Where different densities of residential development adjoin, landscape and building design specifics shall be established to ensure fit between different types of residential development;

- A six metre setback from all property lines is proposed to ensure a buffer from neighbouring single family lots. Also, it is proposed that a fence be constructed separating the existing neighbourhood from the new development.*

HCAP - Where residential sites are located adjacent to Open Space, a positive interface shall be created.

- The site is located adjacent to the Holland Creek trail. An internal pedestrian path is provided to support strata residents to access the Holland Creek Trail.*

These policies will be considered by staff and the APC and ADP in the further review of this application.

ALTERNATIVES:

That Council not proceed with Zoning Bylaw Amendment application 3360-11-02.

FINANCIAL IMPLICATIONS; N/A

LEGAL IMPLICATIONS:

A public hearing will be required to be held.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Prior to submitting the application, the applicant held a neighbourhood open house in April 2011. In response to feedback from that open house, the applicant revised the

plan including reducing the number of units from 24 to 20 units; and revising the housing form such that only single family homes are proposed. The retention of a dogwood tree was requested which has been incorporated into the proposal. A second meeting will be required to be held prior to the public hearing.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The application has been referred to the Engineering Department and to the Subdivision Approving Officer for review and comment.

RESOURCE IMPLICATIONS:

Processing rezoning applications is a core function of the Development Services Department. Processing this application is within available staff resources.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

The applicant has completed a Sustainability Development Checklist to demonstrate how the rezoning proposal is consistent with the Visioning Report. The checklist indicates that the development proposal:

- ✓ adds to the diversity of housing options in the neighbourhood and increases density in an existing neighbourhood;
- ✓ includes retention of existing mature trees and will utilize native plants for landscaping;
- ✓ includes a common area and a pedestrian path network for residents;
- ✓ includes a connection to the Holland Creek trail system and is close to a public transit stop;
- ✓ disperses parking areas so that they can be screened and landscaped;
- ✓ includes onsite stormwater management features with a blend of permeable pavers and permeable surfaces;
- ✓ incorporates neighbourhood input into the design consideration;
- ✓ includes a conservation covenant to protect the vegetation along the top of bank (adjacent to the Holland Creek riparian area).
- ✓ includes a commitment to homes that meet a minimum of Energuide 80 standard; and
- ✓ includes water metres to be installed in all units.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Effective land use planning and community design is a Council strategic direction.

SUMMARY:

It is recommended to refer Zoning amendment application 3360-11-02 to the Advisory Planning Commission and the Advisory Design Panel for review and comment.

I concur with the recommendation.

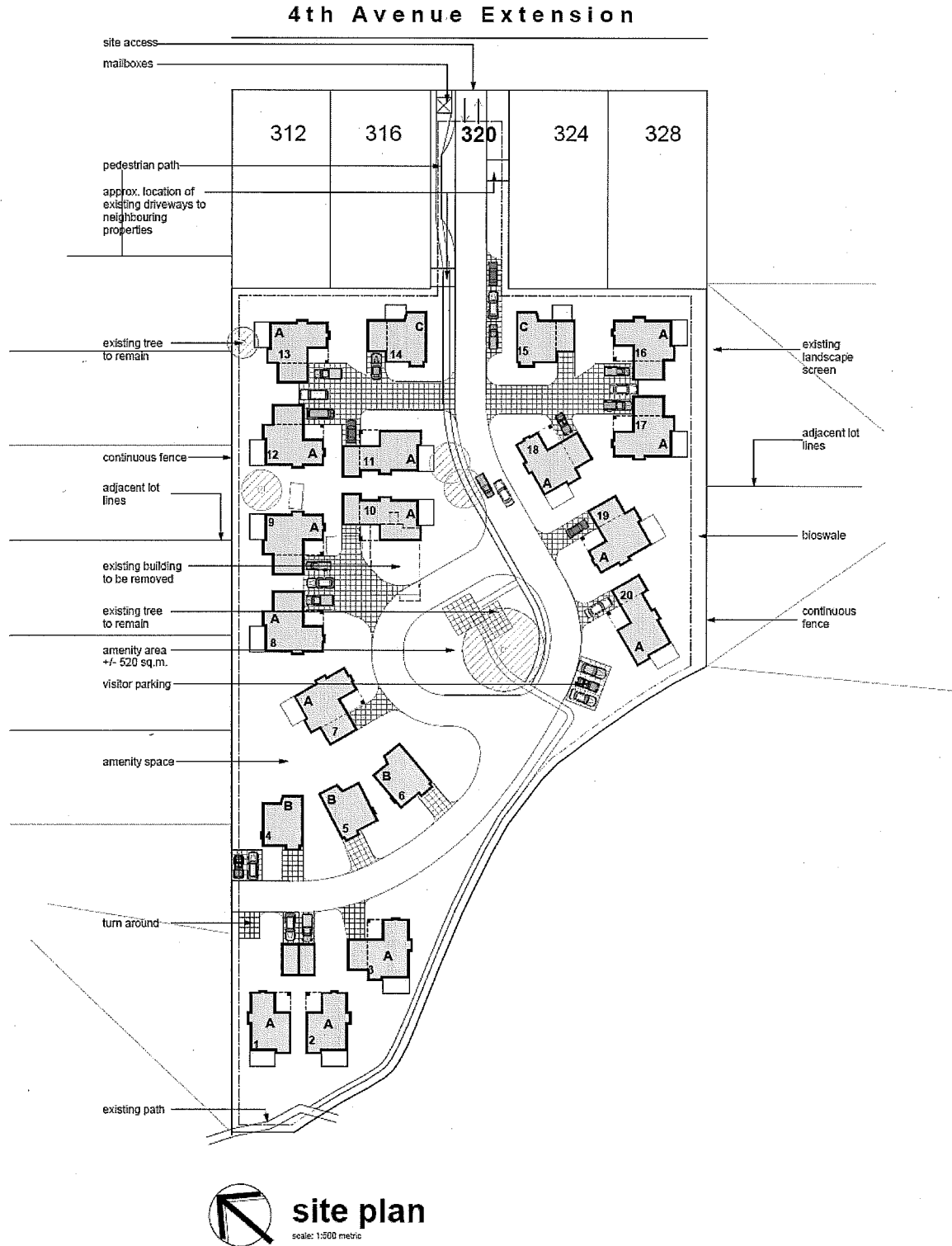


Ruth Malli, City Manager

ATTACHMENTS:

Schedule A: Proposed Site Plan – Delinea Design

Schedule A: Proposed Site Plan – Delinea Design (3360-11-02)





Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: January 23, 2012
File No:

Re: **GUIDELINES FOR THE SITING OF TELECOMMUNICATIONS FACILITIES (CELL TOWERS)**

RECOMMENDATION(S):

That Council endorse the “Guidelines for the Siting of Spectrum Management and Telecommunications Facilities within the Town of Ladysmith, BC”.

PURPOSE:

The purpose of this report is to present guidelines for the siting of cellular facilities in the Town that would augment the process prescribed by Industry Canada.

INTRODUCTION/BACKGROUND:

Telecommunication facilities are within federal jurisdiction. While local zoning powers do not apply to such facilities, Industry Canada policy (the regulator) requires a telecommunications proponent to consult with the “local land use authority” (the Town) as outlined in the “Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular (CPC-2-0-03)”. The purpose of the consultation is to understand community interest and as much as possible to site facilities in response to these interests. The CPC-2-0-03 provides a default consultation process when community specific guidelines are not in place, including exclusion criteria.

A “cell on wheels” was sited behind the Traveller’s Hotel in December 2011. Staff was advised by the regulator, Industry Canada, that such a temporary installation is not subject to the requirement to consult unless the Town establishes its own consultation requirements under the guidance of the federal policy.

SCOPE OF WORK:

Industry Canada provides consultation exemptions, for example the temporary installation of the “cell on wheels” (maximum duration 3 months) or the installation of new antenna systems, including masts, towers or other antenna-supporting structure, with a height of less than 15 metres above ground level. Within the scope of these exemptions is the recognition that consultation may be required, even for exempt facilities, in “community sensitive locations” such as a heritage area or on a building with heritage value.

The attached Guidelines were drafted in consultation with Industry Canada and identify community sensitive locations to **19** assist the telecommunications industry in the appropriate siting of these facilities. These locations are identified as the

Downtown Specified Area (heritage downtown) and Parks, Trails and Public Open Spaces. These Guidelines augment the CPC-2-0-03 default consultation guidelines.

ALTERNATIVES:

Council may identify additional community sensitive locations or consultation requirements.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

Telecommunications facilities are federally regulated. The Town has limited influence on the siting of these facilities. The identification of community sensitive locations for the telecommunication industry provides the opportunity to mitigate the impact from the siting of facilities before they are established.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Citizens are likely to support greater involvement in the siting of telecommunications facilities, particularly if they are proposed in community sensitive locations. For other facilities the default consultation process would apply.

The Guidelines require consultation to take place with Council and/or the Heritage Revitalization Advisory Commission for proposals in the Downtown Specified Area.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS: None.

RESOURCE IMPLICATIONS: None.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

The creation of the Guidelines provides the opportunity for the Ladysmith Vision and the desired community character to be communicated to proponents.

ALIGNMENT WITH STRATEGIC PRIORITIES:

The development of the Guidelines supports the strategic direction of Effective Land Use Planning & Community Design.

SUMMARY:

Industry Canada has established policy requiring that, in certain circumstances, consultation is to be undertaken by proponents of telecommunications facilities (cell towers). The proposed Guidelines augment these default consultation requirements by identifying community sensitive locations requiring consultation.

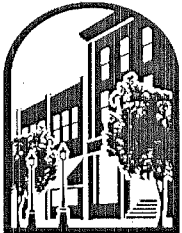
I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Guidelines for the Siting of Spectrum Management and Telecommunications Facilities within the Town of Ladysmith, BC.



LADYSMITH

TOWN OF LADYSMITH

410 Esplanade, P.O. Box 220, Ladysmith, B.C. V9G 1A2
Municipal Hall (250) 245-6400 • Fax (250) 245-6411 • info@ladysmith.ca • www.ladysmith.ca

GUIDELINES FOR THE SITING OF SPECTRUM MANAGEMENT AND TELECOMMUNICATIONS FACILITIES WITHIN THE TOWN OF LADYSMITH, BC

PRELIMINARY NOTIFICATION:

Notification of potential sites shall be provided to the Town (LUA) prior to the siting of any cellular facility.

Notification shall be undertaken as a courtesy for facilities on the Industry Canada list of installation "exclusions" contained in section 6 of CPC-2-0-03. Notification and consultation with the LUA is required for community-sensitive locations as noted below.

CONSULTATION:

When required, the default consultation process in section 4 of CPC-2-0-03 will be the consultation standard unless specific requirements are identified by the Town (LUA) for facilities proposed in community-sensitive locations or in close proximity to residential land use.

PREFERRED LOCATION FOR SITING:

The Zoning Bylaw permits "the installation of communication utilities and facilities" in Heavy Industrial Zone (I-2). Land located in the south of Ladysmith is appropriate for this use. Siting a facility where it would be visible from the waterfront is not appropriate.

COMMUNITY-SENSITIVE LOCATIONS (NOT DESIRABLE):

HERITAGE DOWNTOWN:

Consultation by the proponent will be required if facilities are proposed in the Downtown Specified Area. Notification shall be provided to the Town (LUA) and a presentation (consultation) to Council and/or the Heritage Revitalization Advisory Commission will be required. Design guidelines apply to development within this area.

The Downtown Specified Area (Symonds Street to Baden-Powell Street between Esplanade Avenue (TransCanada Highway) and 2nd Avenue) is a community-sensitive location as it is an area with heritage value. Facilities are to be avoided in this area. The Community Heritage Register is available on the Town's website. (<http://www.ladysmith.ca/discover-ladysmith/history-heritage/community-heritage-register>)

PARKS, TRAILS AND PUBLIC OPEN SPACE:

Parks, trails and public open space within the Town are considered to be community-sensitive locations as these areas have special environmental importance. Impact on these areas is to be avoided.

SHARING FACILITIES:

The sharing of facilities is encouraged.

For further information:

Town of Ladysmith - Development Services Department Telephone: 250-245-6415



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: January 30, 2012
File No: 2380-20

RE: LEASES OF TOWN-OWNED PROPERTIES ON OYSTER BAY DRIVE

RECOMMENDATION(S):

That:

- a) Council offer three-year leases to tenants of the Machine Shop (610 Oyster Bay Drive), Car Shop (616 Oyster Bay Drive), Splicing Shed (840 Oyster Bay Drive) and Roundhouse (612 Oyster Bay Drive) commencing May 1, 2012 and ending on April 30, 2015, at the rate of \$5.00 per square foot in the first and second year of the lease, and \$5.50 per square foot for the third year, for all tenants with the exception of the Arts Council of Ladysmith and District and the Ladysmith Maritime Centre; and,
- b) the lease rate for the Arts Council of Ladysmith and District and the Ladysmith Maritime Centre for rental of spaces at the Machine Shop (610 Oyster Bay Drive) and Car Shop (616 Oyster Bay Drive) be set at \$1.00 per year.

PURPOSE:

The purpose of this staff report is to seek Council approval to offer longer term leases to tenants of the Town-owned properties at the waterfront.

INTRODUCTION/BACKGROUND:

In August 2008, Council postponed any decisions about the long term use of the Machine Shop (and other properties on the Oyster Bay Drive) pending the outcome of the Sustainability Visioning Initiative, and specifically the waterfront portion of the initiative. While the Sustainability Vision laid out some specific priorities for the Ladysmith waterfront, it has become evident in the two years since the adoption of the Vision that a number of related issues must be resolved before plans for development of the waterfront can proceed.

In April 2010, Council gave direction to renew leases for one year, with an option for two additional one-year renewals (to April 30, 2013). One of the Machine Shop tenants has recently written requesting that the Town consider longer-term leases in order to allow for more certainty for their organizations (see attached correspondence from Ladysmith and District Arts Council). Others have verbally expressed similar concerns to staff. Following is the list of current tenants for Council's information.

Unit	Tenant	Approximate Area	Est. Annual Revenue in 2012/2013 (not including taxes)
Machine Shop A/E	Southwood Products	3,150 sq. ft.	\$15,750
Machine Shop B	Atlantis Kayaks	3,190 sq. ft.	\$15,950
Machine Shop C	Ladysmith Maritime Society	448 sq.ft	\$1.00
Machine Shop D	Dennis Brown, Painter	718 sq. ft.	\$3,590
Machine Shop F	Janice Richards, Painter	712 sq. ft.	\$3,560
Machine Shop G	Arts Council and Department of Parks, Recreation and culture (joint art classes)	430 sq. ft.	\$1.00
Machine Shop H	VACANT	370 sq. ft.	\$1,850
Machine Shop I	Ladysmith Maritime Society, Administration	933 sq. ft.	\$1.00
Machine Shop J/K (Unit K to be shared with other organizations)	Ladysmith Arts Council, Art Gallery	1,250 sq. ft.	\$1.00
Machine Shop L	Ladysmith Arts Council, Workshop and studio spaces	1,163 sq. ft.	\$1.00
Machine Shop M	Ladysmith Maritime Society, Administration	970 sq. ft.	\$1.00
Car Shop	Ladysmith Maritime Society	2,630	\$1.00
Splicing Shed	Blondeau's Wood Products	1,440 sq. ft.	\$7,200
Round House & First Aid Shed	PMG Heritage Yachts	1,775 sq. ft.	\$8,875

SCOPE OF WORK:

Staff are responsible for drafting and maintaining leases, monitoring payments, and providing building maintenance as specified in the lease agreements.

ALTERNATIVES:

Council can also choose to maintain the current year-to-year lease arrangement and reconsider the matter in 2013.

FINANCIAL IMPLICATIONS:

Longer-term leases will provide more certainty with respect to revenues for the Town from the private sector tenants. It should also be noted that Council does not charge property taxes on the units leased by the Arts Council of Ladysmith and District and the Ladysmith Maritime Council. The other tenants are responsible for paying the property taxes on their respective units. **23**

LEGAL IMPLICATIONS:

Not applicable.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

With the current mix of private sector and not-for-profit tenants, the Town should be seen to be supportive of local businesses as well as community organizations.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Corporate Services manages the leases; Financial Services monitors and manages the payments, and Parks, Recreation and Culture is responsible for building maintenance.

RESOURCE IMPLICATIONS:

Offering longer term leases will reduce the administrative workload for staff involved in preparing leases and collecting payments.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

Aligns with sustainability pillar #8 (Local, Diverse Economy).

ALIGNMENT WITH STRATEGIC PRIORITIES:

Aligns with strategic direction # 1, Wise Financial Management and #3, Dynamic Economic Development.

SUMMARY:

It is recommended that Council approve the proposed three-year leases for all tenants of the town-owned properties on Oyster Bay Drive, in order to provide more stability to the tenants and to realize administrative efficiencies for the Town.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Correspondence from Arts Council of Ladysmith and District



WATERFRONT GALLERY

RECEIVED

JAN 25 2011

610 OYSTER BAY DRIVE (ON THE WAY TO TRANSFER BEACH), LADYSMITH
OPEN TUESDAY TO SUNDAY | NOON TO 4PM
250.245.1252 | www.ladysmithwaterfrontgallery.com

January 24, 2012

Mayor and Council
Town of Ladysmith
410 Esplanade
PO Box 220
Ladysmith BC
V9G 1A2

Dear Mayor Hutchins and Council:

Re: Request for Extended Lease

The Arts Council of Ladysmith and District is requesting a 3 to 5 year lease for the space we now occupy at the Expo Building. With the reinstatement of gaming grants it will be beneficial to the art council as we can now apply for capital expenditures. In the past, these have been denied because our lack of a long term lease. With an extended lease we will be eligible for grants for capital expenditure such as the development of the classroom and programs providing affordable art classes for the community as well as much needed equipment to provide that service.

A lease will provide the Art Council with a sense of stability as we go forward with our future planning and budgeting.

The Art Council of Ladysmith and District presently is the only art gallery south of Nanaimo and north of Victoria. We are solely run by volunteers and provide a service to our community through unique shows monthly, art education, guest speakers, and providing studio space to artists adding another level of interest to the whole experience at the gallery.

We look forward to hearing from you in the near future.

Sincerely,

Kathy Holmes, President

From: Ladysmith Chamber of Commerce [admin@ladysmithcofc.com]
Sent: January 19, 2012 9:55 AM
To: admin@ladysmithcofc.com
Subject: Re: 2012 Home, Garden & Business Show
Attachments: image001.emz; image005.emz; HS Application 2012.doc; Aggie Floor Plan.pdf

**LADYSMITH CHAMBER OF COMMERCE
PRESENTS
THE HOME, GARDEN & BUSINESS SHOW 2012**

You are invited to participate in the
2012 Ladysmith Home, Garden & Business Show at the Aggie Hall.

The show times are: Friday, March 30th, 2012 from 2:30pm to 8:00pm
Saturday, March 31st, 2012 from 10:00am to 4:00pm
Set-up will be Friday March 30th from 11:00am-2:00pm

**Please contact Rhonda Shirley 250-245-4431 or by email at
hawleyplace@yahoo.com if you have any questions.**

The Ladysmith Home, Garden & Business show is an effective way to market your products and services to this community as well as the mid-island. Where else can you get hundreds of people into your business showcasing your products and services....AT THE HOME SHOW!

As an exhibitor, the cost of your booth will include:

1. A special "4-page pull out" in The Ladysmith Chronicle with advertisements from each participant. Copies will be circulated throughout the Cowichan Valley and Nanaimo region, provided your application and payment is in the office by March 9, 2012.
2. One 6-foot skirted table
3. Draped backdrop and booth dividers
4. Electricity available if required;

Please donate a
small item, if
possible, to our
silent auction.
Thank you.

5. Booth signage with your company name
6. Morning coffee & muffin coupon (one per booth.)
7. Hundreds of customers to your business.

This is also an excellent opportunity to meet and network with the other exhibitors.

Booths start at \$260.00 for members, non-members ²⁶\$310.00; (plus HST)

Parking Lot - \$210.00 for member and \$260.00 for non-member (plus HST)
Book early as space is limited.

Please advise on your application form if you require power, as well as your choice of booth number. Application and floor plan attached.

Avoid disappointment and book your table now – Contact the Chamber of Commerce by phone at 250-245-2112 or email: admin@ladysmithcofc.com

**Ladysmith Chamber of Commerce &
Visitor Centre**
250-245-2112
admin@ladysmithcofc.com
www.ladysmithcofc.com



From: Iris Churcher
Sent: January 22, 2012 10:26 AM
To: info
Subject: Handicap parking spots

Dear mayor and council

A young friend moved to Ladysmith a couple of years ago and from time to time I help her with banking and shopping etc. She needs to use a walker and has very weak legs that make lifting them up stairs or curbs quite difficult. We've noticed that there are plenty of handicap parking spots in town, which is great, but they all have one major problem – a curb, or in the case of in front of the legion quite a high step. This means that my friend has to walk along a road on the flat until she comes to an intersection where the paving dips to road level, or struggle with help up over the curb onto the paving.

Would it be possible to lower the paving curbs by these parking spots to make it easier for people with walkers, wheelchairs etc. to move from their cars to the paving?

Thanks for your consideration
Iris Churcher

Illustrator, Designer, Educator
email: irischurcher@shaw.ca
website: <http://www.flyingbetty.ca/>
blog: <http://irischurcher.wordpress.com/>
societies:

Island Illustrators - <http://www.islandillustrators.org/>
Society of Children's Book Writers and Illustrators - <http://www.scbwi.org/>



From: kathy holmes
Sent: Wed 1/25/2012 5:03 PM
To: info
Cc: Rob Hutchins
Subject: Arts Council of Ladysmith and District

Hello Rob: I was speaking with Joanna Winter today and she suggested that I email you regarding a BC Arts Grant that the Art Council is applying for. We would appreciate the towns support as I would like to ask for \$30,000 to put in an elevator in the Expo building. If you could support us on this request we can work out the details. I am away until Sunday January 29th but will be around on Monday if you have any questions.

Thanks Kathy Holmes

TOWN OF LADYSMITH

BYLAW NO. 1793

A bylaw to appropriate monies from the Development Cost Charges (Open Space & Parkland) restricted Reserve.

WHEREAS the Town of Ladysmith has collected monies under the authority of the provisions of the Development Cost Charges Bylaw, 2000, No. 1374, of the Town of Ladysmith, which monies have been deposited in the Development Cost Charges Restricted Reserve; and

WHEREAS there is an unappropriated balance in the Development Cost Charges (Open Space & Parklands) Restricted Reserve of \$248,826.32 as at December 31, 2011; and

WHEREAS it is deemed appropriate to use a portion of the monies set aside under said Bylaw No. 1374 for the purpose of development of Parkland and Open Space;

NOW THEREFORE the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

1. The sum of Ninety one thousand, two hundred seven dollars and fifty seven cents (\$91,207.57) is hereby appropriated from the Development Cost Charges (Open Space & Parklands) Restricted Reserve, to be expended for the purpose of development of Lot 108 into Forrest Field.
2. Should any of the above amounts remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Restricted Reserve.

Citation

3. This bylaw may be cited as the "Development Cost Charges Parks Appropriation Bylaw 2012, No. 1793".

READ A FIRST TIME on the _____ day of _____, 2012

READ A SECOND TIME on the _____ day of _____, 2012

READ A THIRD TIME on the _____ day of _____, 2012

ADOPTED on the _____th day of _____, 2012

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)