



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 17, 2014
7:00 p.m.

AGENDA

CALL TO ORDER 7:00 P.M.

1. AGENDA APPROVAL
2. MINUTES
 - 2.1. Minutes of the Regular Meeting of Council held February 3, 2014 1 - 5
3. DELEGATIONS (None)
4. PROCLAMATIONS.....6
 - 4.1. Heritage Week
Mayor Hutchins has proclaimed the week of February 17 to 23, 2014 as “Heritage Week” in the Town of Ladysmith, recognizing the importance of our waterways, lakes, rivers and ocean coastline to the history of our Town and our province.
5. DEVELOPMENT APPLICATIONS
 - 5.1. Zoning Bylaw Amendment – 1144 Rocky Creek Road (Lot A, District Lot 7 - 12
38, Oyster District, Plan EPP23810)
 - 5.2. Official Community Plan (OCP) Amendment & Rezoning Application13 - 16
Holland Creek Pl. (Lot A, District Lot 43, Oyster District, Plan EPP12594)
6. BYLAWS (OCP / ZONING)
 - 6.1. Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw.....17 - 18
(No.97), 2014, No. 1848
May be read a first and second time, and a public hearing may be scheduled.

Bylaw 1848 is the subject of the staff report under agenda item 5.1 (1144 Rocky Creek Road).

7. REPORTS

- 7.1. Replacement of Firefighters' Turn-out Gear19 - 20
- 7.2. Temporary Borrowing – Waste Water Treatment Plant Upgrade Phase 321 - 22
- 7.3. Stormwater Management at Public Works Yard23 - 26
- 7.4. South Ladysmith Industrial Road Realignment27 - 37

8. BYLAWS

- 8.1. Town of Ladysmith Cemetery Care Trust Fund Appropriation Bylaw 2014, 38
No 1847
May be adopted.

The purpose of Bylaw 1847 is to authorize the annual transfer of funds from the Cemetery Care Trust Fund for cemetery operations.

- 8.2. Town of Ladysmith Waste Water Treatment Plant Upgrade Temporary 39
Borrowing Bylaw 2014, No. 1849
May be read a first, second and third time.

The purpose of Bylaw 1849 is to permit the Town to borrow funds on a short-term basis to cover costs related to the waste water treatment plant as they are incurred. As authorized by the *Community Charter*, this bylaw supports Loan Authorization Bylaw 2013, No. 1792, and does not enable the Town to incur additional debt beyond that authorized by Bylaw 1792.

9. CORRESPONDENCE

- 9.1. Mayor Chris Burger, City of Parksville 40
Request to Advocate for Update or Replacement of Provincial Emergency
Notification System

Staff Recommendation:

That Council consider whether it wishes to urge the provincial government to update or replace the provincial emergency notification system, as outlined in the correspondence from Parksville Mayor Burger dated January 27, 2014.

**9.2. Premier Christy Clark
Reply to Council Correspondence Regarding Cuts to BC Ferries Service 41**

Staff Recommendation:

That Council receive the correspondence from Premier Christy Clark acknowledging Council’s letter regarding BC Ferries fares and changes to coastal ferry service.

**9.3. Barry Pages, Chair, Skeena-Queen Charlotte Regional District.....42 - 45
BC Ferries Service Cuts**

Council has already written to Premier Christy Clark protesting service cuts and fare increases; the Premier’s response to this letter is under agenda item 9.2.

Staff Recommendation

That Council consider whether it wishes to indicate its support of the BC Ferry Coalition by way of a letter to the coalition with a copy of Council’s previous correspondence to Premier Christy Clark, and a resolution that Council supports the BC Ferry Coalition.

10. NEW BUSINESS

11. UNFINISHED BUSINESS

12. QUESTION PERIOD

- A maximum of 15 minutes is allotted for questions.
- 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 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.

13. CLOSED MEETING

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;

- labour relations or other employee relations;

14. ARISE AND REPORT

15. ADJOURNMENT



TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, FEBRUARY 3, 2014
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 7:00 P.M.

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Gord Horth

Councillor Jillian Dashwood
Councillor Duck Paterson

Councillor Bill Drysdale
Councillor Glenda Patterson

COUNCIL MEMBERS ABSENT

Councillor Steve Arnett

STAFF PRESENT:

Ruth Malli

Joanna Winter

CALL TO ORDER

Mayor Hutchins called this Regular Meeting of Council to order at 7:00 p.m.

AGENDA APPROVAL

CS 2014-039

Moved and seconded:

That the agenda for the Regular Council Meeting of February 3, 2014 be approved as amended with the following addition:
10.3 Ladysmith Tour de Rock 2014

Motion carried.

MINUTES

CS 2014-040

Moved and seconded:

That the minutes of the Regular Meeting of Council held Monday, January 20, 2014 be approved.

Motion carried.

CS 2014-041

Moved and seconded:

That the minutes of the Special Meeting of Council held Tuesday, January 28 be approved.

Motion carried.

DELEGATIONS

Kathleen Sheppard, Glenn Calder, Social Planning Cowichan K. Sheppard, Executive Director, and G. Calder, Board Member, provided an overview of Social Planning Cowichan's 2013 Annual Report and the organization's priorities for 2014. Council thanked Ms. Sheppard and Mr. Calder for their informative presentation, offered support and assistance, and expressed appreciation for the growing inclusion of Ladysmith in Social Planning Cowichan activities and initiatives.

Aaron Stone, Cheryl Onciul, Ecole Davis Road Parents' Advisory Council

A. Stone and C. Onciul provided a detailed analysis of the options under consideration by the Board of Trustees of School District 68 with regard to the configuration of schools in the Ladysmith zone, showing that the most viable option is the one known as Option C. Council expressed their appreciation to Mr. Stone, Ms. Onciul and all members of the Ecole Davis Road PAC for their hard work and passion on behalf of all school-age children in the community.

**COUNCIL COMMITTEE
REPORTS**

Mayor Hutchins provided Council with a presentation outlining the 2014 budget process and principles for the Cowichan Valley Regional District.

Municipal Services Committee Recommendations

CS 2014-042 **Moved and seconded:**
That Council direct staff to amend the Financial Plan to accommodate the replacement of eleven pieces of aging cardio equipment at the Frank Jameson Community Centre.
Motion carried.

CS 2014-043 **Moved and seconded:**
That the correspondence received from Shawn O'Toole regarding the establishment of Holland Creek Trail as an area where dogs must be leashed be referred to the Parks, Recreation and Culture Commission and that the Commission be requested to consider the Committee's recommendation that the Holland Creek Trail be deemed an on-leash area.
Motion defeated.

OPPOSED:
Councillors Horth, Dashwood and G. Patterson

CS 2014-044 **Moved and seconded:**
That the correspondence received from Shawn O'Toole regarding the establishment of Holland Creek Trail as an area where dogs must be leashed be referred to the Parks, Recreation and Culture Commission and that the Commission be requested to consider the suitability of the Holland Creek Trail as an on-leash area.
Motion withdrawn.

Councillor D. Paterson advised that the question of dogs on the Holland Creek Trail has already been brought to the attention of the Parks, Recreation and Culture Commission.

Councillor Dashwood advised that a homelessness count will take place in Ladysmith on February 17 and 18, and that volunteers

are needed. Councillor Dashwood reported that the Chamber of Commerce would be moving to new premises at 25 Roberts Street.

Councillor D. Paterson expressed thanks to the volunteers who helped take down the Town's Christmas Lights.

Moved and seconded:

CS 2014-045

That Mayor Rob Hutchins be appointed as alternate representing the Town of Ladysmith on the Cowichan Valley Regional District Transit Review Committee.

Motion carried.

Mayor Hutchins reported that Councillor Arnett has been elected to the Executive of the Vancouver Island Regional Library Board.

STAFF REPORTS

Community Heritage Register Update Project

Moved and seconded:

CS 2014-046

That Council approve the Statements of Significance for the following 13 properties:

- Comox Logging and Railway Shops Building (610 Oyster Bay Drive)
- The Old Post Office (340 Esplanade)
- Temperance Hotel (32 High Street)
- Convent School (210 Buller Street)
- Jones Hotel (12 Gatacre Street)
- 516 First Avenue Building (516 First Avenue)
- Eagles Hall (921 First Avenue)
- Coburn/Verchere House (641 Third Avenue)
- Jessup's Drug Store (18 High Street)
- Music Hall (18 Roberts Street)
- Masonic Hall (26 Gatacre Street)
- Johnson Shoes (528 First Avenue)
- Ladysmith Railway Station

And that these properties be added to the Community Heritage Register.

Motion carried.

Appointment to Cowichan Valley Regional District Sport Tourism Working Committee

Moved and seconded:

CS 2014-047

That Council appoint John Perry to serve on the Cowichan Valley Regional District Sport Tourism Working Committee, as recommended by the Parks, Recreation and Culture Commission.

Motion carried.

B.C. Family Day Grant and Special Event

Moved and seconded:

CS 2014-048 That Council receive the staff report on the BC Family Day Grant and Special Event, dated January 28, 2014, for information.
Motion carried.

2014 Low Flush Toilet Rebate Program

Moved and seconded:

CS 2014-049 That Council direct staff to include \$10,000 for the Low-Flush Toilet Rebate Program in the 2014 Financial Plan, with \$6,000 of that amount to be funded from the prior year, and that any surplus from prior years be reallocated to continue funding the program in subsequent years.
Motion carried.

CORRESPONDENCE

S/Sgt. Dave Herman, Ladysmith RCMP Detachment

Letters of Recognition for Ladysmith Fire/Rescue and Ladysmith Search and Rescue

Moved and seconded:

CS 2014-050 That Council write letters of congratulations to Ladysmith Fire Rescue and Ladysmith Search and Rescue for the ongoing contributions their members make to the community and to law enforcement.
Motion carried.

Dot Neary, Board of School Trustees, School District 68

Acknowledgment of Correspondence and Notice of Special Board Meeting

Moved and seconded:

CS 2014-051 That Council write to the Board of Trustees, School District 68, expressing its disappointment that the Board declined Council's invitation for a facilitated meeting and its strong disagreement with the recommendations for the Ladysmith Zone contained in the report from Superintendent Dave Hutchinson dated December 18, 2013, and reiterating its support for Option C as presented by the Ladysmith Working Group.
Motion carried.

NEW BUSINESS

Ladysmith Chamber of Commerce Home, Garden and Business Show

Moved and seconded:

CS 2014-052 That Council reserve a booth in the Ladysmith Chamber of Commerce Home, Garden and Business Show on March 28 and 29, 2014.
Motion carried.

Ladysmith Food Bank – Request for Letter of Support

Moved and seconded:

CS 2014-053

That Council provide a letter of support for the Ladysmith Food Bank's application to Food Banks Canada for funds to support a community kitchen to provide both meals and skill development for those in need in the community.

Motion carried.

Ladysmith Tour de Rock Committee

Moved and seconded:

CS 2014-054

That the Town write to School District 68 requesting consideration of a change in date for the Professional Development Day scheduled for September 29, 2014 in order to permit school participation in the Cops for Cancer Tour de Rock activities in Ladysmith and other District communities on that day.

Motion carried.

QUESTION PERIOD

Rob Johnson enquired about Council's position on video and audio recording of Council meetings, the reason there are no dates associated with Closed Meeting resolutions reported in the minutes of the January 20, 2014 Council Meeting, the re-opening date for the renovated and expanded Peerless Road Recycling Facility, notice to property owners about Statements of Significance and a proposed survey of Cowichan Region youth.

Nita Grant enquired whether there are funds available for restoration of buildings listed in the Community Heritage Register.

CLOSED MEETING

CS 2014-055

Moved and seconded at 9:17 p.m.:

That Council retire into Closed Meeting after a two minute recess.

Motion carried.

ARISE AND REPORT

Council arose from the Closed Meeting without report.

ADJOURNMENT

CS 2014-056

Moved and seconded:

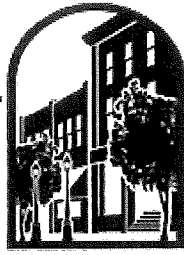
That this meeting of Council be adjourned at 9:52 p.m.

Motion carried.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



LADYSMITH

TOWN OF LADYSMITH

PROCLAMATION

HERITAGE WEEK

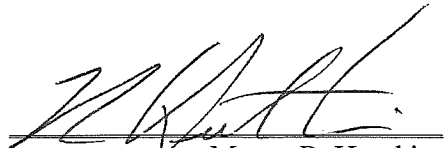
WHEREAS: *British Columbians value and wish to conserve their rich and diverse heritage resources.*

AND WHEREAS: *“Heritage Week” begins on National Heritage Day, the third Monday of February;*

AND WHEREAS: *the theme for Heritage Week 2014 is “Heritage Afloat”, recognizing the importance of our waterways, lakes, rivers and ocean coastline to British Columbia’s history;*

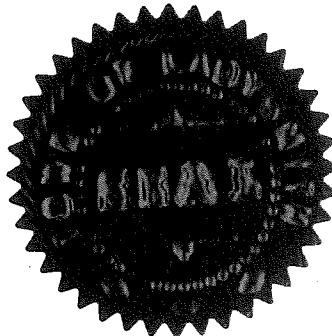
AND WHEREAS: *Communities throughout British Columbia mark Heritage Week to celebrate their unique history and heritage;*

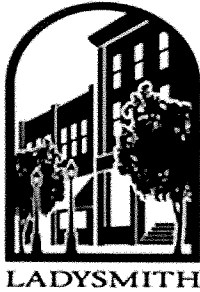
THEREFORE, *I, Robert Hutchins, Mayor of the Town of Ladysmith, do hereby proclaim the week of February 17 – 23, 2014 as “Heritage Week” in the town of Ladysmith, British Columbia.*



Mayor R. Hutchins

February 17, 2014





Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: February 12, 2014
File No: 3360-14-01

Re: **Zoning Bylaw Amendment Application: 1144 Rocky Creek Road
Lot A, District Lot 38, Oyster District, Plan EPP23810**

RECOMMENDATION(S):

1. THAT Council give first and second reading to Bylaw 1848 cited as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No.97), 2014, No.1848";
and that Council directs that a Public Hearing be scheduled for Bylaw 1848.
2. THAT Council direct that consideration of the discharge of covenant FB078666 from the title of Lot A, District Lot 38, Oyster District, Plan EPP23810 be part of the public hearing.

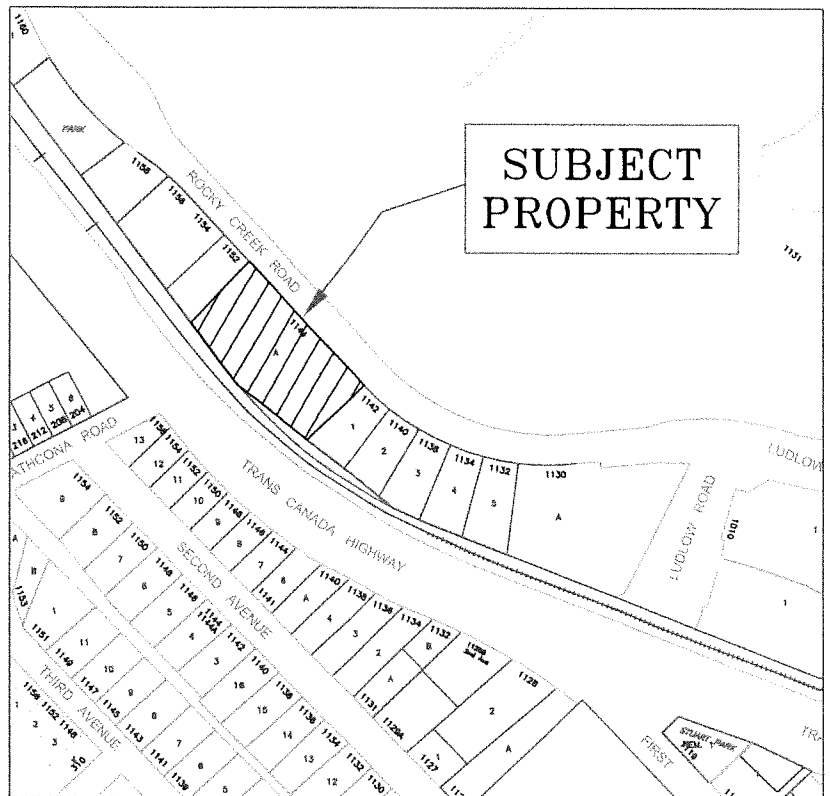
PURPOSE:

The purpose of this staff report is to introduce an application and bylaw to amend the Zoning Bylaw to rezone the subject property at 1144 Rocky Creek Road to *Light Industrial Zone (I-1)*.

INTRODUCTION/BACKGROUND:

The applicant is proposing to amend the Zoning Bylaw so that the subject property at 1144 Rocky Creek Road is zoned *Light Industrial Zone (I-1)*. The property is 0.7 ha (1.7 acres) in size.

In 2007 a 2 hectare (5 acre) property (including the subject property) was rezoned from *Light Industrial Zone (I-1)* to



Transition Light Industrial Zone (I1-A) to permit small business enterprises, low impact light industry, and second storey residential use. At the time of this rezoning a covenant (FB078666) was registered on the title to collect an amenity of \$1000 per residential unit. Since 2007 the ‘Heritage Business Park’ was constructed on 1.3 ha (3.2 acres) utilizing the I1-A Zone. In 2012 a 0.7 ha portion of the undeveloped area was subdivided off and sold to the current owner Densen Investments Ltd.. The current owner would like to rezone the 0.7 hectare subject property back to the *Light Industrial Zone (I-1)*. If this rezoning proceeds the covenant FB078666 would no longer be relevant and could be removed from the title of the property. This consideration would be part of the public hearing process.

SCOPE OF WORK:

The current stage of this rezoning is to introduce the application and the proposed amending bylaw.

Official Community Plan (OCP)

The subject property is designated as “Industrial” in the OCP and falls within Development Permit Area 5 – Industrial (DPA 5). No change is needed to the OCP to permit light industrial uses on the subject property. If the rezoning proceeds and light industrial building(s) are proposed for the land a development permit would be required prior to development of the land.

Table 1: Summary of Rezoning Application 3360-14-01

	Current	Proposed
OCP	Industrial	Industrial
DPA	Development Permit Area 5 – Industrial (DPA 5)	Development Permit Area 5 Industrial (DPA 5)
Zoning	Transition Light Industrial Zone (I1-A).	Light Industrial Zone (I-1)
Minimum lot size	600m2	600m2

Zoning Bylaw

The subject property is zoned *Transition Light Industrial Zone (I1-A)*. The applicant is proposing to rezone the land to *Light Industrial Zone (I-1)* which permits uses such as boat building, brewery, cannery, food manufacturing, dry-cleaning, contractor’s workshop, welding shop, and warehouse. The attached Bylaw 1848 proposes to amend the Zoning Bylaw by placing the I-1 zone on the subject property.

The adjacent property to the north is zoned I1-A which contains multi-family residential units on the second storey with light industrial units below. The adjacent property to the south is zoned Comprehensive Development 1 (CD-1) which permits a hotel, multi-family residential units, a pub, offices and limited retail. Thus, the permitted uses in the area have changed significantly since 2007. If the rezoning of



the subject property proceeds buffering will be required between uses to ensure adjacent uses are compatible. It is anticipated that buffering can be achieved at the time of development permit.

ALTERNATIVES:

That Council not proceed with Bylaw 1848.

FINANCIAL IMPLICATIONS:

The work associated with the covenant discharge would be the cost of the applicant.

LEGAL IMPLICATIONS:

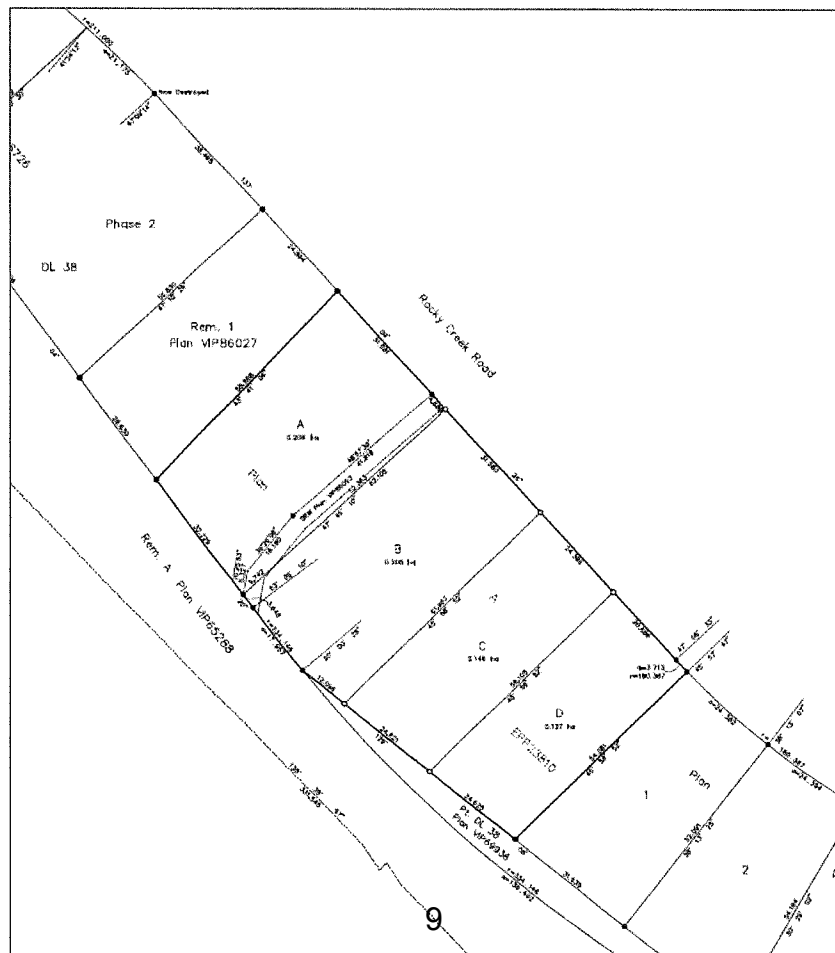
A public hearing will be required to be held. Referral to the Ministry of Transportation and Infrastructure will be required as the subject property is within 800metres of a controlled access highway.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Council may direct that the subject application be referred to the Advisory Planning Commission. Given that the property is already designated for industrial use in the OCP, it may not be necessary to refer the application to the APC.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The applicant has submitted an application to subdivide the subject property into four lots (Lot A, B, C, and D) ranging in size from 0.14 to 0.2 hectares as shown in the image below. The subdivision process is nearing completion.



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 Sustainable Development Checklist and indicates that the proposal is consistent with the Visioning Report in the following ways:

- Will create light industrial land that permits a wider range of industrial uses and industrial building form.
- Will create business and employment opportunities in the community.
- Once development applications are received for the land, the sidewalk along Rocky Creek Rd. would be extended along the property frontages.

ALIGNMENT WITH STRATEGIC PRIORITIES:

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

SUMMARY:

It is recommended to support the proposal to rezone 1144 Rocky Creek Rd to *Light Industrial (I-1)* by giving first and second reading to Bylaw 1848 and to direct staff to schedule a public hearing.

I concur with the recommendation.

Ruth Malli

Ruth Malli, City Manager

ATTACHMENTS:

Bylaw 1848



TOWN OF LADYSMITH

BYLAW NO. 1848

A bylaw to amend "Town of Ladysmith Zoning Bylaw, 1995, No. 1160"

WHEREAS pursuant to the *Local Government Act*, the Municipal Council is empowered to amend the zoning bylaw;

AND WHEREAS after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Town of Ladysmith Zoning Bylaw 1995, No. 1160";

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

- (1) The zoning map, being 'Schedule A' to "Town of Ladysmith Zoning Bylaw 1995, No. 1160" is hereby amended by placing:

"Light Industrial Zone (I-1)" on the subject property Lot A, District Lot 38, Oyster District, Plan EPP23810 (1144 Rocky Creek Road) as shown on Schedule 1 attached to this Bylaw.

CITATION

- (2) This bylaw may be cited for all purposes as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 97), 2014, No. 1848".

READ A FIRST TIME on the _____ day of _____

READ A SECOND TIME on the _____ day of _____

PUBLIC HEARING held pursuant to the provisions of the *Local Government Act*

on the _____ day of _____

READ A THIRD TIME on the _____ day of _____

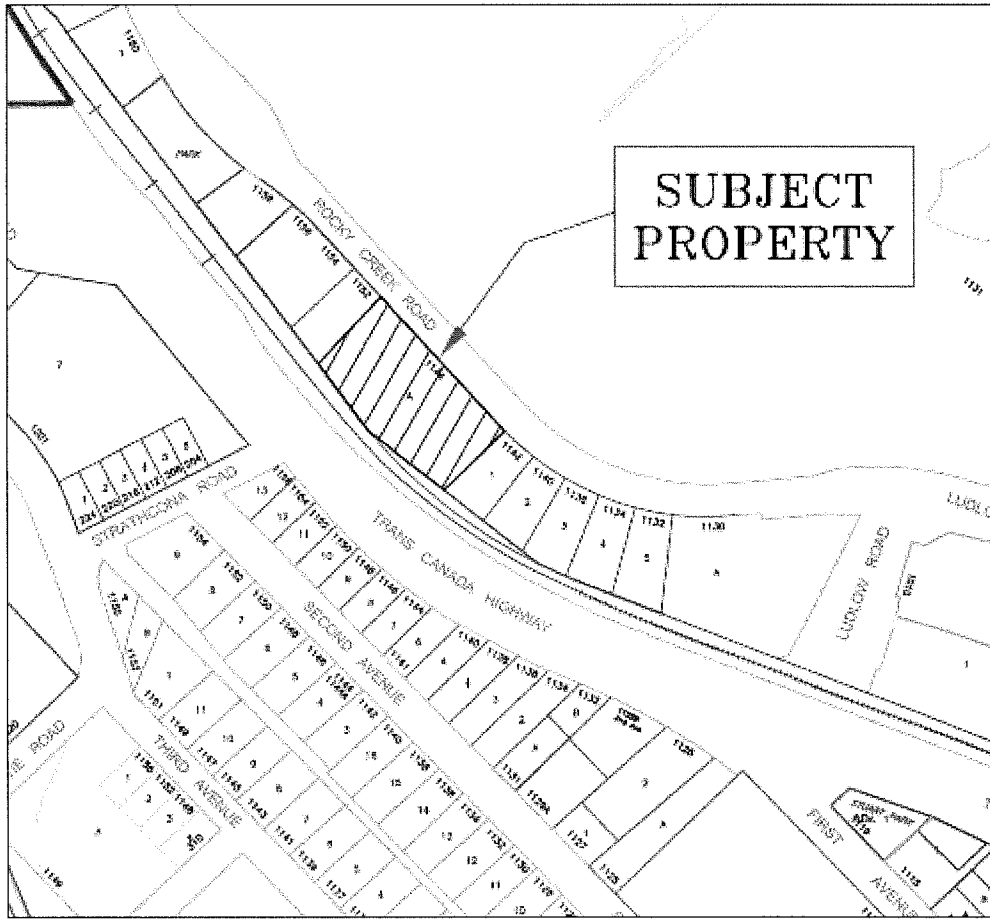
APPROVED by the Minister pursuant to the provisions of the *Transportation Act*

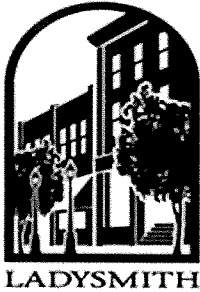
ADOPTED on the _____ day of _____

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Bylaw 1848 – Schedule 1





Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: February 12, 2014
File No: 3360-13-05

Re: Official Community Plan (OCP) Amendment & Rezoning Application: Holland Creek Pl.
Subject Property: Lot A, District Lot 43, Oyster District, Plan EPP12594

RECOMMENDATION(S):

THAT subject to any additional matters raised at the public hearing, the application by Thomas Tremble to amend the Official Community Plan 2003, No.1488 and the Town of Ladysmith Zoning Bylaw 1995, No.1160 to permit eight single family lots be approved in principle, subject to the following conditions:

That prior to the enactment of amending Bylaws 1843 and 1844 the following shall be completed to the satisfaction of the Director of Development Services:

- a) Discharge of covenant CA1884279 from the title of Lot A, District Lot 43, Oyster District, Plan EPP12594.
- b) Registration of a section 219 covenant on the title of the land to secure the following voluntary commitments:
 - Constructing energy efficient dwellings that achieve Energuide 80.
 - Constructing a pedestrian connection from the internal strata road to the sidewalk along Dogwood Drive.
 - Green development practices including providing a sediment and erosion plan, using permeable surfaces, energy efficient windows, and drought tolerant plants.
 - Inclusion of strata rules to prohibit herbicides and pesticides; no parking or storage of recreational vehicles; and timely clearing of snow.
 - Requiring a minimum of four visitor parking stalls onsite.
 - Requiring a sign to restrict parking to allow for emergency vehicle turn-around in the area designated.

And that the Mayor and Corporate Officer be authorized to execute the Section 219 covenants.

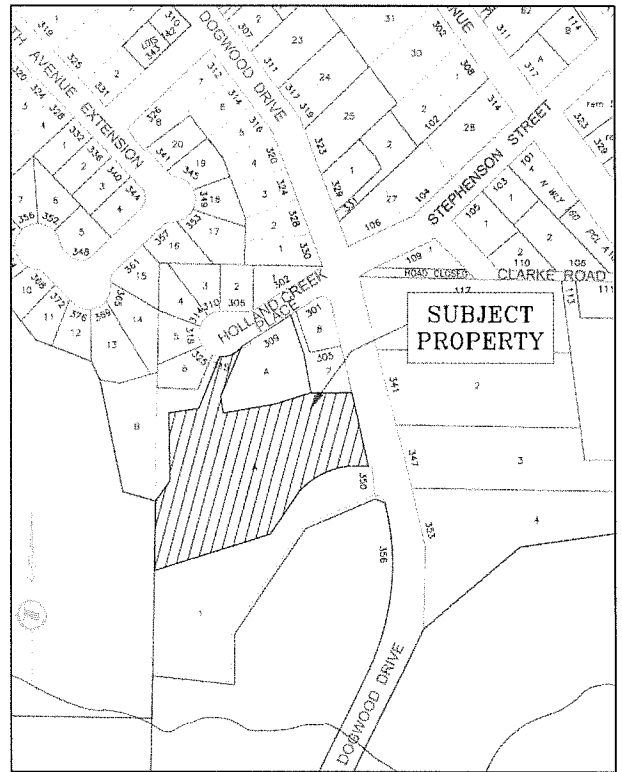
PURPOSE:

The purpose of this staff report is to present to Council a recommendation regarding approval in principle for rezoning application 3360-13-05 subject to the completion of a covenant in relation to the rezoning.

INTRODUCTION/BACKGROUND:

At the January 20, 2014 meeting, Council gave first and second reading to Bylaws 1843 and 1844 and directed staff to schedule a public hearing. Council also directed staff to work with the applicant to prepare a section 219 covenant to secure the following:

- Constructing energy efficient dwellings that achieve Energuide 80.
- Constructing a pedestrian connection from the internal strata road to the sidewalk along Dogwood Drive.
- Green development practices including providing a sediment and erosion plan, using permeable surfaces, energy efficient windows, and drought tolerant plants.
- Inclusion of strata rules to prohibit herbicides and pesticides; no parking or storage of recreational vehicles; and timely clearing of snow.
- Requiring a minimum of four visitor parking stalls onsite.
- Requiring a sign to restrict parking to allow for emergency vehicle turn-around in the area designated.



SCOPE OF WORK:

The current stage of this rezoning is to: 1) consider comments received or heard at the Public Hearing; 2) consider giving approval in principle for the development proposal, subject to securing the voluntary benefits being offered by the developer; and 3) consider the discharge of covenant CA1884279.

Bylaw 1843

Bylaw 1843 proposes to amend the Official Community Plan by:

- Placing the 'Single Family Residential' designation on the subject property'.
- Removing the 'Multi-Family Residential' designation and the Development Permit Area 4 – Multi-Family Residential (DPA 4) from the subject property.

Bylaw 1844

Bylaw 1844 proposes to amend the Zoning Bylaw by:

Placing the 'Medium Density Urban Residential Zone (R-1-A)' on the subject property.



Proposed Land Use Agreement

The following voluntary benefits will form the basis for the land use agreement (covenant) related to rezoning 3360-13-05:

- Constructing energy efficient dwellings that achieve Energuide 80.
- Constructing a pedestrian connection from the internal strata road to the sidewalk along Dogwood Drive.
- Green development practices including providing a sediment and erosion plan, using permeable surfaces, energy efficient windows, and drought tolerant plants.
- Inclusion of strata rules to prohibit herbicides and pesticides; no parking or storage of recreational vehicles; and timely clearing of snow.
- Requiring a minimum of four visitor parking stalls onsite.
- Requiring a sign to restrict parking to allow for emergency vehicle turn-around in the area designated.

If no changes are required, support in principle to the rezoning application could be provided subject to the applicant fulfilling the commitments associated with the rezoning proposal that will be secured by covenant. Once covenant CA1884279 is discharged from the title and an approved replacement covenant has been registered on title, Bylaws 1843 and 1844 can be presented to Council for consideration of third and final reading.

ALTERNATIVES:

That Council not proceed any further with Bylaw 1843 and 1844.

FINANCIAL IMPLICATIONS:

The preparation and registration of the covenant is the applicant's cost.

LEGAL IMPLICATIONS:

Following the close of the public hearing, Council may consider the information received as part of the public hearing and determine if any changes are required to the proposal; this could initiate the requirement for a further public hearing.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Notification regarding the public hearing was mailed and delivered to the neighbourhood and was published in the local newspaper on February 4th and February 11th, 2014.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Comments from the Infrastructure Services Department and Director of Parks, Recreation and Culture have been integrated into the development proposal. Corporate Services will be involved in the execution of the legal agreements.

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 proposal is consistent with the Visioning Report.

ALIGNMENT WITH STRATEGIC PRIORITIES:

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

SUMMARY:

It is recommended that Council: 1) consider comments received or heard at the Public Hearing; 2) consider giving approval in principle for the development proposal, subject to securing the voluntary benefits being offered by the developer; and 3) consider the discharge of covenant CA1884279.

I concur with the recommendation.

Ruth Malli

Ruth Malli, City Manager

ATTACHMENTS:



TOWN OF LADYSMITH

BYLAW NO. 1848

A bylaw to amend "Town of Ladysmith Zoning Bylaw, 1995, No. 1160"

WHEREAS pursuant to the *Local Government Act*, the Municipal Council is empowered to amend the zoning bylaw;

AND WHEREAS after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Town of Ladysmith Zoning Bylaw 1995, No. 1160";

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

- (1) The zoning map, being 'Schedule A' to "Town of Ladysmith Zoning Bylaw 1995, No. 1160" is hereby amended by placing:

"Light Industrial Zone (I-1)" on the subject property Lot A, District Lot 38, Oyster District, Plan EPP23810 (1144 Rocky Creek Road) as shown on Schedule 1 attached to this Bylaw.

CITATION

- (2) This bylaw may be cited for all purposes as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 97), 2014, No. 1848".

READ A FIRST TIME on the _____ day of _____

READ A SECOND TIME on the _____ day of _____

PUBLIC HEARING held pursuant to the provisions of the *Local Government Act*

on the _____ day of _____

READ A THIRD TIME on the _____ day of _____

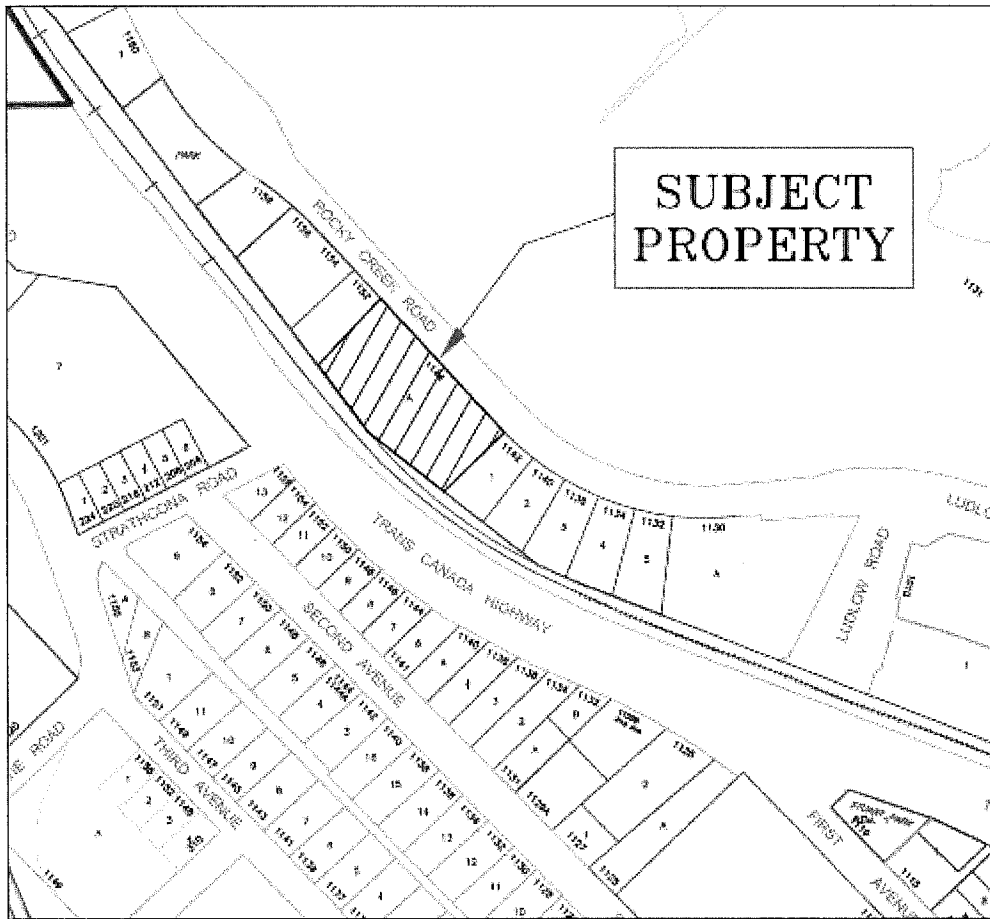
APPROVED by the Minister pursuant to the provisions of the *Transportation Act*

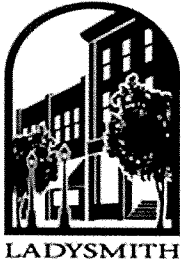
ADOPTED on the _____ day of _____

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Bylaw 1848 – Schedule 1





Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Fire Chief Ray Delcourt
Date: February 7, 2014
File No:

Re: REPLACEMENT OF FIREFIGHTERS TURN-OUT GEAR THAT HAS REACHED ITS 10 YEAR SERVICE.

RECOMMENDATION:

That Council pre-approve the purchase of five sets of firefighting protective turn out gear that are budgeted in the 2014 Financial Plan.

INTRODUCTION/BACKGROUND:

In a recent Worksafe BC inspection at the Fire Hall (February 4th 2014) the Worksafe inspector noted that the department was generally in compliance with all safety regulations, however it was not in compliance with Worksafe Regulations with respect to the age of the Firefighters turn-out gear. Firefighting protective turn-out gear as per NFPA and Worksafe BC state that it has to be replaced after ten years of service or if it is damaged. Ladysmith Fire Rescue usually budgets for at least 4 sets of turn-out gear to be replaced annually.

In 2013, the Fire Department was required to purchase new air cylinders as there was a safety concern regarding the allowable pressure of the existing cylinders. It was expected that this cost could have been absorbed in the existing budget for Firefighting equipment, and that the turn-out gear replacement schedule could be modified to accommodate the new cylinders purchase. Therefore, the five sets of turn-out gear are scheduled for replacement in 2014 and are budgeted with the 2014 Financial Plan. Council approval is required to make the purchase in advance of the completion of the Budget process.

ALTERNATIVES:

To have Firefighters wear existing turn-out gear and not fully be protective when firefighting.

FINANCIAL IMPLICATIONS:

There is \$10,000 proposed to be included in the 2014-2018 Financial Plan. This amount is consistent with the amount allocated for turn-out gear in prior years.

LEGAL IMPLICATIONS:

Compliance with Regulations

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Citizens expect that Firefighters will be provided with equipment required by Worksafe Regulations.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Minimal involvement, City Manager and Director of Financial Services.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT

n/a

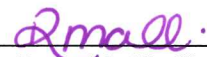
ALIGNMENT WITH STRATEGIC PRIORITIES:

In alignment with the Strategic Priority of A Safe and Healthy Community.

SUMMARY:

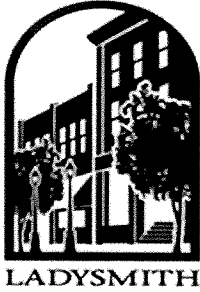
To meet Worksafe Regulations, the Fire Department is requesting that Council authorize the purchase of 5 turn-out gear that are budgeted for replacement in 2014.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Erin Anderson, Director of Financial Services
Date: February 12, 2014
File No:

Re: **Temporary Borrowing – Waste Water Treatment Plant Upgrade Phase 3, Bylaw 2014, No.1849.**

RECOMMENDATION(S):

That Council receive this report for information regarding “Temporary Borrowing for the Waste Water Treatment Plant Upgrade Phase 3 Bylaw 2014, No. 1849 “.

PURPOSE:

The purpose of Bylaw 1849 is to permit short-term borrowing for the Waste Water Treatment Plant Upgrade, Phase 3.

INTRODUCTION/BACKGROUND:

Funding will be required to pay for the current construction of the Waste Water Treatment Plant upgrade. Council will recall that \$10 million in long-term borrowing has already been approved. As the full \$10 million is not needed at the start of construction, it is recommended that temporary borrowing is executed to draw funds as needed. This temporary funding will be paid off when the long-term borrowing is executed.

This specific, temporary borrowing is permitted under section 181 of the *Community Charter*. Typically, the temporary borrowing period is less than 5 years and it does not required elector approval. The municipality must have a loan authorization bylaw and use the funds specifically for the purpose set-out in the loan authorization bylaw.

Council will recall that Waste Water Treatment Plant Loan Authorization Bylaw 2012, No. 1792 was adopted in May 2013, under section 179 of the *Community Charter* which permitted the borrowing of \$10 million dollars to construct the third phase of the Waste Water Treatment Plant. The money borrowed under the temporary borrowing bylaw on tonight’s agenda will be repaid within 5 years using funds authorized by Bylaw 1792.

It should be noted that Bylaw 1849 is **not** authorization for additional borrowing; rather it is managing the already approved borrowing in a fiscally responsible manner.

SCOPE OF WORK:

Once Bylaw 1849 is adopted, the Financial Services Department will work with the Municipal Finance Authority to execute the temporary borrowing as needed.

ALTERNATIVES:

Council could direct staff to execute the long-term borrowing and begin paying a higher interest on the full \$10 million loan.

FINANCIAL IMPLICATIONS:

The daily variable rate for short-term borrowing is approximately 1.7% through the Municipal Finance Authority. This cost has already been factored into the 2014-2018 Financial Plan.

LEGAL IMPLICATIONS:

There are not legal implications.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

None

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Director of Infrastructure Services and Director of Financial Services will work together to coordinate financing with project needs.

RESOURCE IMPLICATIONS:

No additional resources required.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

This supports Strategy #5 – Innovative Infrastructure

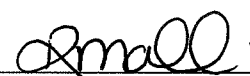
ALIGNMENT WITH STRATEGIC PRIORITIES:

This aligns with Strategy A – Wise Financial Management.

SUMMARY:

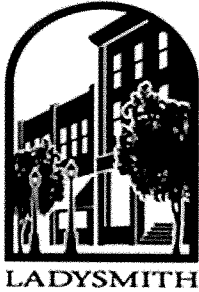
It is recommended that Council give first three readings to the Temporary Borrowing for the Waste Water Treatment Plant Upgrade Phase 3 Bylaw 2014, No. 1849.

I concur with the recommendation.



Ruth Malli, City Manager





Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: John Manson, Director of Infrastructure Services
Date: February 12, 2014
File No:

Re: **STORMWATER MANAGEMENT AT PUBLIC WORKS YARD**

RECOMMENDATION(S):

That Council authorize staff to proceed with the construction of a wash station and liquid collection at the public works yard to manage storm water on the site, with funding of \$17,500 from the Sewer Utility Fund, \$8,750 from the Water Utility Fund, and \$8,750 from operations funds.

PURPOSE:

The purpose of this staff report is to seek approval from Council to complete a project to manage storm water at the public works site.

INTRODUCTION/BACKGROUND:

The Town has recently reorganized the public works site as part of a plan to improve the effectiveness of the use of the site and to improve on environmental practices. The key change began with the reorganization of composting operations, but as the site improvements have begun, it has opened up opportunity for other long standing items to be addressed.

The operation of the composting is under the oversight of the Ministry of Environment. At an inspection conducted in August of 2013, it was noted by the Ministry of Environment Inspector that Public Works was dumping street sweepings and vector loads into an open pit with an open ditch that empties onto the slope above Holland Creek. The inspector noted the potential for contaminated water, which includes chlorine, getting into the watershed and asked that this practice be addressed.

In addition, the vehicles in the Public Works Yard have traditionally been washed on the asphalt in the back yard. The run off from this process is not permitted into the storm sewer system because of the soap and associated other things coming off of the vehicles. As such a grate was placed over a catch basin to collect the run off and deposit into the sanitary sewer system. This process increases the inflow into the sewage treatment plant and therefore not only increases the cost of treatment but can cause issues with the plant with respect to capacity. Inflow/ Infiltration is a prime concern to many municipalities for the

previously mentioned reasons and as such measures must be taken to reduce this volume particularly if the municipality is a source of inflow.

SCOPE OF WORK:

1. The project will include the construction of a wash system that will include a waste water collection system as well as particulate separators. The wash system will be automated using electronic eyes so that the water usage will be reduced. The wash station will also be on a water meter so that actual water usage can be monitored and adjusted as required.
2. The project will also include a collection area where both the sweeper and the vector will be able to dump so that the liquids will be collected in the same infrastructure as the wash facility.
3. In addition to the construction of a collection system, methods for recycling the water from the wash system will also be explored.

ALTERNATIVES:

Council may consider not doing or adjusting the scope of the project.

FINANCIAL IMPLICATIONS:

The reduction of inflow into the sewage plant will help to reduce treatment costs and the use of the wash bay will reduce the amount of water used to maintain vehicles and equipment.

LEGAL IMPLICATIONS:

The Ministry of Environment has verbally requested an alternate method of disposal of sweeping and vector refuse. An official order has not been issued.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

This project demonstrates that the Town of Ladysmith is doing the right things with respect to a more efficient and sustainable future such as better water management, and reducing our footprint in the environment.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Minimal interdepartmental implications and involvement; The public works department is leading and implementing this project.

RESOURCE IMPLICATIONS:

Staff resources at Public Works.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

This initiative is consistent with the intention of the contents of the Sustainability Visioning Report as it enhances a number of environmental conditions.



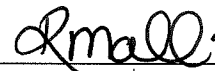
ALIGNMENT WITH STRATEGIC PRIORITIES:

This initiative will assist the Town in achieving its “Enhanced Standard of Infrastructure” Strategic Priority.

SUMMARY:

The purpose of this staff report is to seek approval from Council to complete a project to manage storm water at the public works site. The Town has recently reorganized the public works site as part of a plan to improve the effectiveness of the use of the site and to improve on environmental practices. The recommended changes address environmental risk concerns raised by the Ministry of Environment.

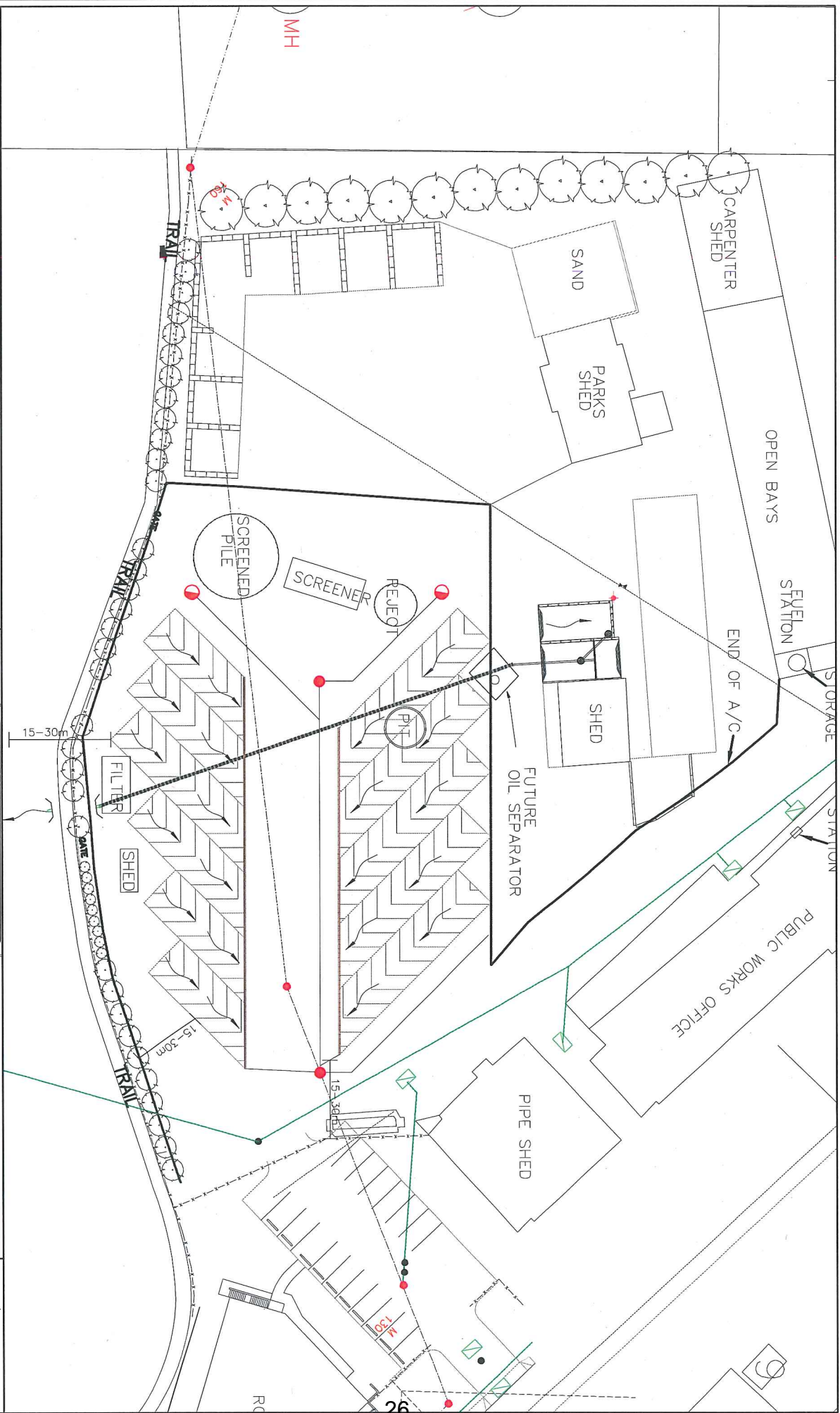
I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Proposed Facility Layout

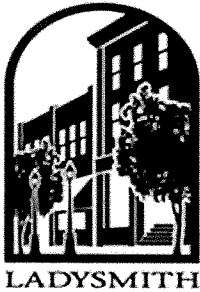


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TOWN OF LADYSMITH
 PW COMPOSTING FACILITY

SCALE 1 : 500
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 DATE: February 13, 2014



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: John Manson, Director of Infrastructure Services
Date: February 12, 2014
File No:

Re: **SOUTH LADYSMITH INDUSTRIAL ROAD REALIGNMENT**

RECOMMENDATION(S):

That Council authorize staff to waive the Purchasing Policy and authorize McElhanney Consulting Services to complete engineering work for the South Ladysmith Industrial Road for the Town of Ladysmith at a cost of \$11,783 plus expenses and taxes.

PURPOSE:

The purpose of this staff report is to seek approval from Council to waive the Purchasing Policy and authorize that McElhanney Consulting Services complete the engineering work for the South Ladysmith Industrial Road for the Town of Ladysmith at a cost of \$11,783 plus expenses and taxes. McElhanney Consulting Services were retained by the Cowichan Valley Regional District to manage the water main section of this project and therefore have existing project knowledge.

INTRODUCTION/BACKGROUND:

Council has previously authorized work to commence as per the attached Staff Report. This report is recommending that McElhanney Consulting Services be retained to complete the engineering component of this project as they have been involved with the project on behalf of the Cowichan Valley Regional District. (see attached Staff Report)

SCOPE OF WORK:

Scope of work consists of the engineering component of the re-alignment of Thicke Road, west of Westdowne Road to an alignment that is compatible with the existing intersection of Thicke/Westdowne Roads with the TCH Highway access road, as previously circulated in the attached Staff Report.

ALTERNATIVES:

The work could be put to public tender.

FINANCIAL IMPLICATIONS:

See previous Staff Report.

LEGAL IMPLICATIONS:

Mr. Steeves has a legal right to construct this private driveway on Crown Lands to facilitate a safer access for his industrial traffic.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The improvement of traffic circulation, particularly industrial traffic, in the vicinity of Westdowne Road and Thicke road will require the eventual closure of Thicke Road. This will require a formal road closure process, and will include the relocation of existing driveways along Thicke Road. It was previously recommended that Council may wish to conduct an open house or other consultation with the neighbors affected by the proposal.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Director of Development Services comments that the proposal is consistent with the South Ladysmith Area Plan. Improvements to the road network to enhance the creation of the South Ladysmith Industrial Park supports the Town's economic development objectives and could lead to the earlier development of this industrial park and a new supply of industrial land.

RESOURCE IMPLICATIONS:

The project involves the Director of Infrastructure Services.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

This initiative will assist the Town in achieving its "complete Community Land Use" sustainability goal.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This initiative will assist the Town in achieving its "Enhanced Standard of Infrastructure" strategic Priority.

SUMMARY:

The purpose of this staff report is to seek approval from Council to waive the Purchasing Policy and authorize that McElhanney Consulting Services complete the engineering work for the South Ladysmith Industrial Road for the Town of Ladysmith at a cost of \$11,783 plus expenses and taxes. McElhanney Consulting Services were retained by the Cowichan Valley Regional District to manage the water main section of this project and therefore have existing project knowledge.

I concur with the recommendation.



Ruth Malli, City Manager



ATTACHMENTS:

Council Resolution CS 2013-431 (below)

Staff Report Reviewed by Council at its December 4, 2013 meeting

CS 2013-431 – December 2, 2013

It was moved, seconded and carried that Council:

1. Direct staff to make application to the Province for a License of Occupation over that portion of Lot 1, DL's 72&91, Plan 33125 except those portions in Plans 43821 and VIP57994, (currently leased to the CVRD for the Waste Transfer Station) for the purpose of establishing an improved road access into the South Ladysmith industrial lands, either in the form of a Right of Way for public access, or preferably, in the form of a road dedication;
2. Direct staff to refer the application to the CVRD and SFN for their comments and consultation, respectively;
3. Support the request by Otter Point Timber Ltd. to the Town to construct a new road access using this new alignment to a 'minimal' two lane gravel standard, provided that the vertical and horizontal design of the road be compatible with the future use of this road as a public industrial access road to the standards of the Town;
4. Direct staff to work with the Crown and other interested parties in facilitating the eventual closing of Thicke Road that will become redundant upon the creation of the new access road; and,
5. Consider cost sharing the widening of this road immediately adjacent to Westdowne Road, including the placing of an asphalt apron next to Westdowne Road to facilitate improved visibility at the intersection and reduce gravel spillover onto Westdowne Road, and the 50 meter extension of the recently constructed water main along Westdowne Road, estimated at approximately \$150,000 as an item for consideration in the 2014 budget deliberations.



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: John Manson, Director of Infrastructure Services
Date: November 4, 2013
File No:

Re: South Ladysmith Industrial Road Realignment

RECOMMENDATION(S):

That Council:

1. Direct staff to make application to the Province for a License of Occupation over that portion of Lot 1, DL's 72&91, Plan 33125 except those portions in Plans 43821 and VIP57994, (currently leased to the CVRD for the Waste Transfer Station) for the purpose of establishing an improved road access into the South Ladysmith industrial lands, either in the form of a Right of Way for public access, or preferably, in the form of a road dedication, and;
2. Direct staff to refer the application to the CVRD and SFN for their comments and consultation, respectively, and;
3. Support the request by Mike Steeves Logging to the Town to construct a new road access using this new alignment to a 'minimal' two lane gravel standard, provided that the vertical and horizontal design of the road be compatible with the future use of this road as a public industrial access road to the standards of the Town, and;
4. Direct staff to work with the Crown and other interested parties in facilitating the eventual closing of Thicke Road that will become redundant upon the creation of the new access road.
5. Consider cost sharing the widening of this road immediately adjacent to Westdowne Road, including the placing of an asphalt apron next to Westdowne Road to facilitate improved visibility at the intersection and reduce gravel spillover onto Westdowne Road, and the 50 meter extension of the recently constructed watermain along Westdowne Road, estimated at approximately \$150,000 as an item for consideration in the 2014 budget deliberations.

PURPOSE:

The purpose of this staff report is to seek direction from Council regarding a request by Mike Steeves Logging Ltd to construct a private 'driveway' between their property, located at the

end of Thicke Road to Westdowne Road using an improved horizontal alignment.

INTRODUCTION/BACKGROUND:

In 2002, the Province undertook a planning and marketing exercise to develop what is now referred to as the South Ladysmith Industrial Park. This area was amalgamated into the Town in October, 2002, and the South Ladysmith Local Area Plan was created at that time.

The plan provides for the following principles:

- The South Ladysmith Plan Area is proposed as a future employment centre for the region, comprising industrial, agricultural, commercial and residential, and recreational land uses;
- Development in the Plan Area will proceed in the context of a natural environment framework, protecting and preserving environmentally sensitive areas and steeply sloping topographic areas;
- Provide an efficient transportation system suited to the varying land use types (urban and rural) and to traffic demands, providing multiple access points and a hierarchy of roads, and integrating the various modes;
- Provide for a range of servicing levels for different land use types and to allow staging of development over time. Flexible servicing options for short and long term requirements are contemplated by this plan;
- An open space system, primarily for environment protection and for complementary recreation use (trails), is to be centered on the Stocking Creek riparian corridor and extended to its' tributary riparian corridors as well as to wetlands, significant vegetation areas and steep slope areas.

The plan also addresses the need for a new collector road system to service the lands, as noted below:

The Peerless Road intersection with the Highway is signalized and has plenty of spare capacity. Three roads currently merge into the intersection area (Thicke, Westdowne, South Watts) as well as one driveway (Peerless Waste Transfer Station). The proposed collector road for the area enters parallel to Thicke Road. The proposed entrance road will improve traffic operations by better aligning the major road with the highway. When traffic volumes increase through future development of the Plan Area, an all-way stop should be considered at the Thicke/ Westdowne intersection. The Westdowne egress access is acceptable for the time being. Once Westdowne Road is connected with South Davis road this egress should be eliminated.

The road network proposed is based on the land uses and associated vehicle traffic being primarily highway oriented. Users will want reasonably direct and efficient access to the highway. The proposed road network recognizes this with two access locations

cowichan



- the connection of Westdowne Road to Farrell Road at South Davis Road, and at the proposed Peerless Road intersection with the highway. The extension of Thicke Road would serve as the major collector road for the Plan Area, extending into the industrial park and then loop onto Westdowne Road. Off this collector road will be local access and cul-de-sac roads. The location of local access and cul-de-sac roads for the Plan Area is necessarily flexible to acknowledge the larger parcel requirements of the industrial and agricultural uses.

A copy of the Transportation Map from the Plan is included in Appendix "A".

The need for the realignment of Thicke Road to provide for a safe 4 way intersection at Westdowne Road was identified at the outset, and was discussed with Mr Steeves when he purchased his property for a Pole Yard immediately following amalgamation. As part of his negotiations with the Province, Mr. Steeves obtained an easement which provides him with the right to construct a private driveway directly accessing his property along the 'realignment' of Thicke Road. Due to continuing difficulty in negotiating the existing intersection with long logging truck loads, Mr. Steeves wishes to now proceed with the construction of a private driveway, and has approached the Town to seek our interest in either supporting his request, or possibly working with him to implement the road in a manner consistent with the Local Area Plan.

Appendix "B" and "C" show the existing and proposed configurations of Thicke Road as described above.

Staff is in agreement with Mr. Steeves that the existing skewed intersection configuration of Thicke Road and Westdowne Road, together with the TCH access road is sub-standard and not conducive to the movement of his trucks, or other industrial traffic that will be accessing the South Ladysmith Industrial Park in the future. However, we are concerned that the creation of a private driveway (i.e. leaving both road accesses in place adjacent to each other) may create additional confusion, and for that reason, are supporting an alternative plan that would provide for the creation of this new alignment as a public, rather than a private road, such that the existing Thicke Road can be closed. This will require coordination with other properties along Thicke Road, and may allow the closing of the existing road alignment.

The province has suggested that the best way to move forward on this request would be for the Town to initiate a request for a license of occupation on the Crown Lands affected by the proposal, such that the new road would be opened to the public, either by registration of the right of way for public access, or, outright road dedication if this is possible.

While in the normal course of events, this road would be dedicated and constructed as part of the developer's subdivision or development responsibilities, it is possible that this road will not be required for extension purposes for a number of years. To assist Mr Steeves' immediate need for a safer intersection access off Westdowne Road, Council could consider cost sharing the cost of this road by contributing towards the improvement of the intersection area adjacent to Westdowne Road, such that the intersection sight lines, pavement structure, and possibly the watermain be extended in a manner that

upgrades the intersection to an industrial road standard. The remaining section of road would be constructed to a 6-7 meter wide gravel standard (the same standard as Thicke Road), but will be designed to be widened in the future with minimal interruption to the public to a full industrial standard, at the cost of future development. Funding for this work would be considered in the 2014 budget deliberations.

SCOPE OF WORK:

The scope of work consists of the re-alignment of Thicke Road, west of Westdowne Rd to an alignment that is compatible with the existing intersection of Thicke/Westdowne Rds with the TCH Highway access road.

ALTERNATIVES:

Council could permit Mr Steeves to proceed with a private road only at this time. The private driveway would need to be gated, and likely fencing or some other barrier would need to be placed along sections of the driveway to prevent the public using this driveway. While the driveway will improve sightlines and turning movements for Mr Steeves operation, staff are concerned about the additional driver confusion that may result with another access being constructed off Westdowne Road.

FINANCIAL IMPLICATIONS:

The Town may consider cost sharing in the construction of this road as it will provide for the future main access into the South Ladysmith Industrial Park.

LEGAL IMPLICATIONS:

Mr. Steeves has a legal right to construct this private driveway on Crown Lands to facilitate a safer access for his industrial traffic.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The improvement of traffic circulation, particularly industrial traffic, in the vicinity of Westdowne Road and Thicke road will require the eventual closure of Thicke Road. This will require a formal road closure process, and will include the relocation of existing driveways along Thicke Road. Council may wish to conduct an open house or other consultation with the neighbors affected by the proposal.

The Cooperation Protocol between the Town and Stz'uminus First Nations includes the development of the South Ladysmith Crown land (which includes the Industrial Park) as a joint initiative. The MOU anticipates the parties developing a servicing agreement and development plan for this area.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Director of Development Services comments that the proposal is consistent with the South Ladysmith Area Plan. Improvements to the road network to enhance the creation of the South Ladysmith Industrial Park supports the Town's economic development objectives and could lead to the earlier development of this industrial park and a new supply of industrial land.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

This initiative will assist the Town is achieving its "Complete Community Land Use" sustainability goal.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This initiative will assist the Town is achieving its "Enhanced Standard of Infrastructure" Strategic Priority.

SUMMARY:

Steeves Logging Ltd has approached the Town to advise that they intend on proceeding to construct a private driveway to connect his site with Westholme Rd, in a location consistent with the Local Area Plan for South Ladysmith (see Appendix "C"). The Town has safety concerns respecting the possible use of both the private driveway as well as the existing Thicke Road intersection. For this reason, it would be in the Town's interest to close the existing Thicke Road, and use the alignment and road construction proposed by Steeves Logging to open this road for public use. The Town may also wish to consider undertaking additional interim improvements to the road, in the vicinity of Westdowne Road, which will provide for safe future access into the Industrial Park in the future.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Appendices A to C

Appendix "A"

South Ladysmith Local Area Plan – Roads and Transportation Map

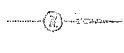


Appendix "B"

Thicke Road – Current Alignment



TOWN OF LADYSMITH
 SHEET No. 1
 TITLE: Appendix B Existing Thicke Rd Configuration
 SCALE: N.T.S.
 FILE: LAND FILES\ASB\MAPPING\LADYSMITH
 DRAWN BY: P.B.S.
 DATE: 11/27/2013



INFORMATION SHOWN ON THESE DRAWINGS IS COMPILED FROM NUMEROUS SOURCES AND MAY NOT BE COMPLETE OR ACCURATE. THE TOWN OF LADYSMITH IS NOT RESPONSIBLE FOR ANY ERRORS, OMISSIONS OR DEFICIENCIES IN THESE DRAWINGS.

Appendix "C"

Thicke Road – Proposed Alignment



TOWN OF LADYSMITH

TITLE:
Appendix C Proposed
Thicke Rd Configuration

SHEET No. **2**

SCALE: N.T.S.

FILE: CAD FILES\DATE MAPPING\LADYSMITH

DRAWN BY: P.J.S.

DATE: 11.27.2013

INFORMATION SHOWN ON THESE DRAWINGS IS COMPILED FROM
NUMEROUS SOURCES AND MAY NOT BE COMPLETE OR ACCURATE
THE TOWN OF LADYSMITH IS NOT RESPONSIBLE FOR ANY
ERRORS, OMISSIONS OR DEFICIENCIES IN THESE DRAWINGS.

TOWN OF LADYSMITH

BYLAW NO. 1847

A bylaw to appropriate monies from the Cemetery Care Trust Fund.

WHEREAS the sum of \$143,375.01 is on deposit in the Cemetery Care Trust Fund; and

WHEREAS it is deemed necessary to appropriate the sum of up to \$1,667.89 from the Cemetery Care Fund for the purpose of the Cemetery Operations; and

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

1. The sum of up to One thousand, six hundred sixty seven dollars and eighty-nine cents (\$1,667.89) is hereby appropriated from the Cemetery Care Trust Fund and transferred to the General Revenue Fund to provide for the cemetery.

Citation

2. This bylaw may be cited as the "Cemetery Care Trust Fund Appropriation Bylaw 2014, No. 1847".

READ A FIRST TIME on the 20th day of January, 2014

READ A SECOND TIME on the 20th day of January, 2014

READ A THIRD TIME on the 20th day of January, 2014

ADOPTED on the day of

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

TOWN OF LADYSMITH

BYLAW NO. 1849

A bylaw to authorize temporary borrowing pending the sale of debentures for the Waste Water Treatment Plant Upgrade Phase 3.

WHEREAS it is provided by 181 of the *Community Charter* that the Council may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS the Council has adopted Bylaw No. 1792 , cited as “Waste Water Treatment Plant Loan Authorization Bylaw 2012, No. 1792” authorizing the construction of the third phase of the Waste Water Treatment Plant, in the amount of ten million dollars (\$10,000,000.00)

AND WHEREAS the sale of debentures has been temporarily deferred:

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

- (1) The Council is hereby authorized and empowered to borrow an amount or amounts not exceeding the sum of ten million dollars (\$10,000,000.00), as the same may be required.
- (2) The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Corporate Officer.
- (3) The money so borrowed shall be used solely for the purposes set out in said Bylaw No. 1792.
- (4) The proceeds from the sale of the debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
- (5) This bylaw may be cited as “Waste Water Treatment Plant Upgrade Phase 3 Temporary Borrowing Bylaw 2014, No. 1849 “.

READ A FIRST TIME on the _____ day of _____ ,

READ A SECOND TIME on the _____ day of _____

READ A THIRD TIME on the _____ day of _____ ,

ADOPTED on the _____ day of _____

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



January 27, 2014

City of Parksville
Office of the Mayor

President and Board of Directors
Union of BC Municipalities
525 Government Street
Victoria, BC V8V 0A8

On behalf of the Council of the City of Parksville I am writing to strongly urge you to continue to advocate for the provincial government to update or replace the provincial emergency notification system (PENS).

Two recent earthquakes (October 27, 2012 and January 5, 2013) off the west coast of Haida Gwaii and Vancouver Island were of strong enough intensity to generate warnings to residents about the possibility of a tsunami. The West Coast Alaska Tsunami Warning Centre, now called the National Tsunami Warning Centre, generated warnings that were sent to Emergency Management British Columbia (EMBC) where the provincial emergency notification system was activated. By the time emergency program coordinators and first responders received the provincial emergency system notification, the projected tsunami waves referenced by the warning had already contacted land.

If these two events had created large enough waves, evacuations for the life safety of coastal residents would not have been completed in time. Early notification for emergency program coordinators and first responders is paramount for the safety of residents in affected areas.

In 2013 the City of Parksville, through the AVICC and UBCM, brought forward a resolution to update or replace the provincial emergency notification system in order to provide more adequate notification to all coastal communities in the event of a natural disaster. As of this date, EMBC has advised that the province has no plan to implement any changes to the provincial emergency notification system.

This letter is to urge the UBCM and its membership to continue to advocate for the update or replacement of the provincial emergency notification system for the safety of residents living in coastal communities in British Columbia.

Yours truly,

CHRIS BURGER
Mayor

cc: Honourable Suzanne Anton, Justice and Attorney General
AVICC President and Board of Directors
UBCM Member Municipalities
Emergency Management British Columbia (EMBC)

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BRITISH
COLUMBIA



February 5, 2013

His Worship Rob Hutchins
Mayor of the Town of Ladysmith
PO Box 220, 410 Esplanade
Ladysmith, BC V9G 1A2

Dear Mayor Hutchins:

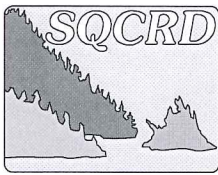
Thank you for your letter regarding BC Ferries' fares and changes to coastal ferry service. I appreciate that this matter is very important to you and your community and I see that you have already copied your remarks to the Honourable Todd Stone. I know how changes to the status quo will impact ferry users and the decisions that need to be made are very difficult ones.

I want to assure you that all of the feedback received from the public engagement process will be reviewed by the Ministry of Transportation and Infrastructure and BC Ferries to help inform discussions around policy changes and service adjustments.

Thank you again for advising me of your Council's resolution on this matter. I hope this response is helpful.

Sincerely,

Christy Clark
Premier



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

100 - 1st Avenue East Prince Rupert, BC V8J 1A6

Phone: (250) 624-2002 Fax: (250) 627-8493

Website: www.sqcrd.bc.ca

February 3, 2014

Town of Ladysmith
Box 220
Ladysmith, BC
V9G 1A2



Dear Councillors/Board:

Re: BC Ferries Service Cuts

On behalf of the Skeena-Queen Charlotte Regional District (SQCRD) Board, I am writing in regards to the BC Ferries service cuts and fare increases, announced by the Province of BC on November 18th, 2013.

The Board is undivided in its concern over the rising costs and the proposed reduction in ferry services to coastal communities. In many of our communities, affordable ferry service is as necessary as the highway systems to the remainder of B.C. As a vital transportation link throughout the province, BC Ferries has a significant influence on both our local and provincial economies, and is integral to the daily functioning of many of our residents and businesses.

The BC Ferry Coalition, an ad hoc steering committee of allied residents from coastal communities around B.C., has already completed a mass rally in opposition of the cuts and is encouraging B.C.'s coastal residents to write letters to the Premier describing how the proposed service cuts and higher fares will affect their families and communities. For instance, many hotels across the province have already shown concern over the sustainability of their business, as they are seeing an unprecedented amount of booking cancellations brought on by the BC Ferries service cuts.

The coalition is gaining support from an array of coastal residents, as well as local governments, private industry and businesses, chambers of commerce, and other stakeholders. The SQCRD Board strongly supports the BC Ferry Coalition and its continued efforts in opposing the recent BC Ferries service cuts and fare increases.

To date, the SQCRD has been unsuccessful in scheduling a meeting with Premier Christy Clark to further discuss the myriad of problems surrounding this issue. Moving forward, we request that you show your support against the ferry service cuts by:

1. Writing to the Premier

Writing letters to the Premier, requesting that she schedule a joint-meeting with local governments and First Nations to further discuss this issue. Additionally, copy your letters to the SQCRD and the BC Ferry Coalition.

2. Supporting the BC Ferry Coalition

Because the BC Ferry Coalition is actively carrying out valuable work toward opposing the service cuts and fare increases, I would request that each Council or Board support the coalition in its endeavours by conveying their support by way of a resolution or letter to the coalition.

If you have any further questions, comments or concerns, please do not hesitate to contact the SQCRD.

Thank you for your consideration in this matter.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT



Barry Pages
Chair

Attachments: 2

Cc: Skeena-Queen Charlotte Regional District Board
BC Ferry Coalition



Attachment 1

Resolution from the January 24, 2014 Skeena-Queen Charlotte Regional District Board Meeting

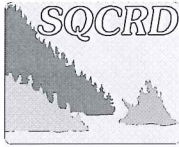
014-2014

MOVED by Director Ashley, SECONDED by Director Kinney, that the Board support the BC Ferry Coalition.

I hereby certify that this is a true and correct copy of Resolution No. 014-2014 made by the Board of the Skeena-Queen Charlotte Regional District on the 24th day of January, 2014.

Dated at Prince Rupert, BC this 24th day of January, 2014.

Daniel Fish
Deputy Corporate Officer



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

100 - 1st Avenue East Prince Rupert, BC V8J 1A6

Phone: (250) 624-2002 Fax: (250) 627-8493

Website: www.sqcrd.bc.ca



Attachment 2

January 31, 2014

Office of the Premier of British Columbia
PO Box 9041 STN Prov Govt
Victoria BC V8W 9E1

Attention: Honourable Premier Christy Clark

Dear Premier Clark:

Re: BC Ferries Service Cuts

On behalf of the Board of the Skeena-Queen Charlotte Regional District (SQCRD), I am writing to request a joint-meeting with you, and other affected communities in the province, to discuss the recent BC Ferries service cuts and the serious and detrimental impacts that they will have in our communities.

The Skeena-Queen Charlotte Regional District Board is categorically opposed to the position that the Province of BC has taken in regard to the BC Ferries service cuts and fare increases. Furthermore, the Board is supportive of the BC Ferry Coalition and its continued efforts to oppose these cuts and fare increases.

I look forward to hearing from you shortly about your availability to schedule this meeting. In the meantime, if you have any questions please feel free to reach me through the contact information provided.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Barry Pages
Chair

:df