



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, JUNE 2, 2014
Call to Order 5:30 p.m.
Closed Meeting 5:31 p.m.
Regular Meeting 7:00 p.m.

A G E N D A

CALL TO ORDER 6:30 P.M. in order to retire immediately into Closed Session.

1. 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 receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- 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

2. AGENDA APPROVAL

3. MINUTES

- 3.1. Minutes of a Special Meeting of Council held Thursday, May 8, 20141-3
- 3.2. Minutes of the Regular Meeting of Council held Monday, May 12, 2014..... 4-11
- 3.3. Minutes of a Special Meeting of Council held Monday, May 26, 2014..... 12-14

4. PRESENTATIONS

- 4.1. Cowichan Valley Regional District Report – Jacob Ellis
Cowichan Sportsplex Funding
- 4.2. Good Neighbour Awards
For individuals nominated by their neighbours for going above and beyond to help out.
Nominees and nominators will be in attendance

5. DELEGATIONS

- 5.1. Russel Barling, Forward Road Residents
Suspected Hydrocarbon Contamination

6. PROCLAMATIONS

- 6.1. Mayor Hutchins has proclaimed June 14th and 15th, 2014 as **Be a Hometown Tourist Weekend** in the Town of Ladysmith to encourage local residents to become acquainted with the community and in so doing become supporters and ambassadors of local businesses and attractions.

7. COUNCIL COMMITTEE REPORTS

- 7.1. **Mayor R. Hutchins**
Cowichan Valley Regional District; Stocking Lake Advisory Committee; Community Health Advisory Committee/Interagency Group
- 7.2. **Councillor B. Drysdale**
Municipal Services Committee; Protective Services Committee; Heritage Revitalization Advisory Commission
- 7.3. **Councillor J. Dashwood**
Advisory Design Panel; Cowichan Valley Regional District Community Safety Advisory Commission; Social Planning Cowichan; Social Planning Cowichan Affordable Housing Directorate; Ladysmith Early Years Partnership; Ladysmith Chamber of Commerce
- 7.4. **Councillor G. Horth**
Advisory Planning Commission; Parks, Recreation and Culture Commission; Liquid Waste Management Committee; Ladysmith Downtown Business Association
- 7.5. **Councillor D. Paterson**
Protective Services Committee; Parks, Recreation and Culture Commission; Festival of Lights
- 7.6. **Councillor G. Patterson**
Youth Advisory Committee; Liquid Waste Management Committee
- 7.7. **Councillor S. Arnett**
Stocking Lake Advisory Committee; Vancouver Island Regional Library Board; Celebrations Committee

8. STAFF REPORTS – None

9. BYLAWS

- 9.1. **Town of Ladysmith Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2014, No. 1852.....15**
May be adopted.

The purpose of Bylaw 1852, which is the subject of a staff report under agenda item 9.2, is to amend the Dog Licencing, Control and Pound Bylaw

in order to ensure that the Animal Control Officer can fine dog owners for allowing their dogs to run at large on private property (other than the owner’s property).

9.2. Town of Ladysmith Indemnification Bylaw 2014, No. 1862 16-17
May be adopted.

The purpose of Bylaw 1862 is to provide indemnity to municipal officers, employees and elected officials acting reasonably and in good faith in performing their duties and functions with the Town.

10. CORRESPONDENCE

10.1. Phil Turin, School District 68 18-19
Request for Input Regarding Proposal to Reduce the Size of the Board of School Trustees

Staff Recommendation

That Council consider whether it wishes to provide input, either in person or in writing, to the Board of Trustees, School District 68, regarding its proposal to reduce the size of the Board from nine trustees to seven, as outlined in the correspondence from Phil Turin, School District 68, dated May 7, 2014.

10.2. Cliff Fisher, Ladysmith Festival of Lights Society20
Request for Joint Town Application for Nanaimo Foundation Funding

Staff Recommendation

That Council advise the Festival of Lights Society that it supports a proposed partnership between the Town of Ladysmith and the Festival of Lights Society for the sole purpose of securing grant funding through the Nanaimo Foundation to build new decoration base pads for the light displays which are erected for the annual “Light Up” event throughout the Town; and further that Council direct staff to work with the Society to establish the details of this arrangement.

Council will recall that it has already directed staff to partner with the Festival of Lights Society for the purpose of applying for the FCC AgriSpirit Fund grant for the same decoration base pads.

10.3. Duck Paterson, Ladysmith Kinsmen Club21
Request for Joint Application for AgriSpirit Funding

Staff Recommendation

That Council consider whether it wishes to enter into a proposed partnership with the Ladysmith Kinsmen Club for the sole purpose of securing grant funding through the AgriSpirit Program project to replace the playground structure at Transfer Beach, and further that Council direct staff to work with the Society to establish the details of this arrangement.

11. NEW BUSINESS

12. UNFINISHED BUSINESS

13. 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.

14. RISE AND REPORT

15. ADJOURNMENT



MINUTES OF A SPECIAL MEETING OF
THE COUNCIL OF THE TOWN OF LADYSMITH
HELD IN COUNCIL CHAMBERS, CITY HALL ON
THURSDAY, MAY 8, 2014
CALL TO ORDER 4:30 P.M.

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Jillian Dashwood

Councillor Bill Drysdale
Councillor Gord Horth

Councillor Duck Paterson

COUNCIL MEMBERS ABSENT:

Councillor Steve Arnett

Councillor Glenda Patterson

STAFF PRESENT:

Ruth Malli
Erin Anderson

John Manson

CALL TO ORDER

Mayor Hutchins called this Special Meeting of Council to order at 4:30 p.m.

AGENDA APPROVAL

CE 2014-155

Moved and seconded:

That the agenda for this Special Meeting of Council be approved as amended by the following:

- Move agenda items 3.3, 3.4, 4.1 and 4.2 ahead of item 3.1

Motion carried.

Moved:

To add the following item of new business to the agenda:

Letter to the Board of Trustees, School District 68 regarding the decision to transfer the principal of Ladysmith Secondary School.

There being no seconder, the motion was not considered.

CE 2014-156

Moved and seconded:

That consideration of a letter to the Board of Trustees, School District 68 take place in Closed Session.

Motion carried unanimously.

MINUTES

CE 2014-157

Moved and seconded:

That the minutes of the Special Meeting of Council held Monday, April 28, 2014 be approved as amended with the following changes:

Correct reference to D. Cloke to D. Baker

Motion carried.

BYLAWS

CE 2014-158

Town of Ladysmith Property Tax Prepayment Plan Bylaw 2014, No. 1851

Moved and seconded:

That Town of Ladysmith Property Tax Prepayment Plan Bylaw

2014, No. 1851 be read a first, second and third time.

Motion carried

Town of Ladysmith Financial Plan Bylaw 2014, No. 1853

Moved and seconded:

CE 2014-159 That Town of Ladysmith Financial Plan Bylaw 2014, No. 1853 be read a first, second and third time.

Motion carried.

Town of Ladysmith Tax Rates Bylaw 2014, No. 1854

Moved and seconded:

CE 2014-160 That Town of Ladysmith Tax Rates Bylaw 2014, No. 1854 be read a first, second and third time.

Motion carried.

Town of Ladysmith Water Parcel Tax Bylaw 2014, No. 1855

Moved and seconded:

CE 2014-161 That Town of Ladysmith Water Parcel Tax Bylaw 2014, No. 1855 be read a first, second and third time.

Motion carried.

Town of Ladysmith Sewer Parcel Tax Bylaw 2014, No. 1856

Moved and seconded:

CE 2014-162 That Town of Ladysmith Sewer Parcel Tax Bylaw 2014, No. 1856 be read a first, second and third time.

Motion carried.

Town of Ladysmith 2013 Audited Financial Statements Bylaw 2014, No. 1857

Moved and seconded:

CE 2014-163 That Town of Ladysmith Audited Financial Statements Bylaw 2014, No. 1857 be read a first, second and third time.

Motion carried.

CLOSED MEETING

Moved and seconded at 4:38 p.m.:

That Council retire into Closed Session.

Motion carried unanimously.

RISE AND REPORT

Council arose with report on the following item:

- That Council write to the Board of Trustees of School District 68 expressing concern over the decision to transfer Ladysmith Secondary School principal Dave Street during the current period of transition in the Ladysmith zone.

ADJOURNMENT

Moved and seconded:

CE 2014-164 That this Special Meeting of Council adjourn at 4:55 p.m.

Motion carried.

CERTIFIED CORRECT:

Mayor (R. Hutchins))

Corporate Officer (S. Bowden)

Subject to Adoption



**TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, MAY 12, 2014
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 4:30 P.M.
CLOSED MEETING 4:31 P.M.
REGULAR MEETING 7:00 P.M.**

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Bill Drysdale
Councillor Glenda Patterson

Councillor Steve Arnett
Councillor Gord Horth

Councillor Jillian Dashwood
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli
John Manson
Joanna Winter

Sandy Bowden
Clayton Postings

Erin Anderson
Felicity Adams

CALL TO ORDER

Mayor Hutchins called this Regular Meeting of Council to order at 4:30 p.m.

CLOSED SESSION

CS 2014-165

Moved and seconded at 4:31 p.m:

That Council retire into Closed Session in order to consider the following items:

- labour relations or other employee relations

Motion carried.

RISE AND REPORT

Council rose from Closed Meeting at 6:50 p.m. without report.

**REGULAR OPEN
MEETING**

Mayor Hutchins called the Regular Meeting of Council to order at 7:01 p.m.

AGENDA APPROVAL

CS 2014-166

Moved and seconded:

That the agenda for the Regular Council Meeting of May 12, 2014 be approved as amended by the following changes:

- Delete items 4.4 and 7; add 11.1 – Traffic Speeds on Jim Cram Drive

Motion carried.

DELEGATIONS

Brigid Reynolds, Chris Hall

Regional Affordable Housing Strategy and Proposed Affordable Housing Trust Fund

Brigid Reynolds and Chris Hall, volunteers with Social Planning Cowichan, made a presentation on recent work by the Regional

Affordable Housing Directorate, including homelessness counts, an Aboriginal Housing Needs Assessment, Ready to Rent program, rental assistance program, and initiatives to address housing needs in the Cowichan region, such as a strategy to develop affordable housing and means of funding it through a Regional Affordable Housing Trust Fund.

Council asked questions about the organization and housing issues in the region, and thanked Ms. Reynolds and Mr. Hall for their presentation.

Colin Knecht, Natasha Sharpe, Jaqueline Nelligan – Ladysmith Family and Friends

Representatives of Ladysmith Family and Friends showed a short video about the history of LaFF and thanked the Town for its past and ongoing support of the organization. They discussed the organization's increasing enrolment and ongoing successes in supporting families and providing a solid foundation for the children of the community.

Council members expressed their appreciation for LaFF and the contributions its staff and volunteers have made to the community over the years.

Glenn Piggott, Nick Clarke, Rob Thomas (BC Timber Sales), Ken Hughes-Adams (Madrone Consulting)

Proposed Logging Plan

Representatives of BC Timber Sales and consulting firm Madrone showed slides of a proposed timber harvesting plan in the hills surrounding Ladysmith known as Block B091C3Z6, and responded to concerns expressed by Council and the Town with respect to the effect on the Holland Creek watershed of logging and road building.

Moved and seconded:

CS 2014-167

That Council request through the Minister of Forests, Lands and Natural Resource Operations that, due to concerns about the impact of tree harvesting on the Holland Creek Watershed:

- a) Tree harvesting not be permitted in Block B091C3Z6;
- b) Or if logging is permitted, that harvesting plans for Block B091C3Z6 be postponed until such time as the Town has installed a filtration system for its water supply; and
- c) That the proposed harvesting plan for Block B091C3Z6 be amended to relocate roads to mitigate the effect on wetlands and waterways; and, that best practices be used with respect to ditch and road construction in the area.

Motion carried.

PROCLAMATIONS

Mayor Hutchins proclaimed the week of May 18th to 24th, 2014 as National Public Works Week in the Town of Ladysmith, to recognize the quality and effectiveness of public works systems and programs and the efforts and skill of public works personnel.

Mayor Hutchins proclaimed the month of May 2014 as Child Find's Green Ribbon of Hope Month, and May 25th as National Missing Children's Day in the Town of Ladysmith, to raise awareness of the green ribbon as a symbol of hope for the recovery of all missing children, and of the need to remain vigilant in our common desire to protect and nurture the youth of our province.

Mayor Hutchins proclaimed June 1st to June 8th, 2014 as World Oceans Week in the Town of Ladysmith, to encourage residents of Ladysmith to actively conserve, preserve and protect our waterways, oceans and habitat.

DEVELOPMENT APPLICATIONS

Official Community Plan Amendment and Rezoning Application Trans Canada Highway (K. Goldsbury) – Lots 9, 10, 11, 12, 13, DL 139, Oyster District, Plan 7217

Moved and seconded:

CS 2014-168

That Council has considered Section 879 of the *Local Government Act* (consultation during an OCP amendment) and determines that for Official Community Plan amendment application 3360-14-02 the following consultation is to be undertaken:

- Staff referral to the Advisory Planning Commission for review and comment
- Referral to Stz'uminus First Nation and the Ministry of Transportation
- Applicant to host a neighbourhood information meeting as required by the Development Procedures Bylaw

Motion carried.

BYLAWS – OCP/ZONING

Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 38) 2012, No. 1790

Moved and seconded:

CS 2014-169

That Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 38) 2012, No. 1790 be read a third time and adopted.

Motion carried.

Town of Ladysmith Zoning Bylaw 1995, No. 1160, Amendment Bylaw (No. 88) 2012, No. 1791

Moved and seconded:

CS 2014-170

That Town of Ladysmith Zoning Bylaw 1995, No. 1160, Amendment Bylaw (No. 88) 2012, No. 179 be read a third time and adopted.

Motion carried.

Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 42) 2014, No. 1843

Moved and seconded:

CS 2014-171

That Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 42) 2014, No. 1843 be read a third time and adopted.

Motion carried.

OPPOSED: Councillors Horth and G. Patterson

Town of Ladysmith Zoning Bylaw 1995, No. 1160, Amendment Bylaw (No. 96) 2014, No. 1844

Moved and seconded:

CS 2014-172

That Town of Ladysmith Zoning Bylaw 1995, No. 1160, Amendment Bylaw (No. 96) 2014, No. 1844 be read a third time and adopted.

Motion carried.

OPPOSED: Councillor Horth

Moved and seconded:

CS 2014-173

That the owner of the property at 340 2nd Avenue be requested to maintain the property in an acceptable condition, in accordance with Nuisance Bylaw 1993, No. 1094.

Motion carried.

REPORTS

Disposal of Assets – Bicycles

Moved and seconded:

CS 2014-174

That Council direct staff to donate up to 20 bicycles to the Stz'uminus First Nation for use in the RCMP Bicycle Rodeo to be held on June 10, 2014, and waive the Town's Purchasing Policy to facilitate the donation of the bicycles.

Motion carried.

Indemnification of Municipal Officials

Moved and seconded:

CS 2014-175

That Council receive the staff report regarding an updated municipal official's indemnification bylaw.

Motion carried.

Stz'uminus Soccer Tournament

Moved and seconded:

CS 2014-176

That Council waive the fees associated with the rental of Forrest Field for the Stz'uminus Soccer Tournament scheduled for June 27, 28 and 29, 2014, and that in keeping with the Town's practice for groups who request fees to be waived, that the Town be provided with a copy of the financial statements for the Tournament.

Motion carried.

Dogs on Holland Creek Trail

Moved and seconded:

CS 2014-177

That Council invite the Animal Control Officer to attend the June 2, 2014 meeting of Council in order to discuss bylaw enforcement options for the regulation of dogs in Town parks prior to considering the recommendations contained in the staff report from the Director of Parks, Recreation and Culture entitled Dogs on Holland Creek Trail dated May 1, 2014.

Motion carried.

Moved and seconded:

CS 2014-178

That section 2.2 (n) of Parks Usage Bylaw 1995, No. 1158 be amended to change the reference to 'Dogwood Days related events' to 'community events'.

Motion carried.

BYLAWS

Town of Ladysmith Indemnification Bylaw 2014, No. 1862

Moved and seconded:

CS 2014-179

That Town of Ladysmith Indemnification Bylaw 2014, No. 1862 be read a first, second and third time.

Motion carried.

Town of Ladysmith Property Tax Prepayment Plan Bylaw 2014, No. 1851

Moved and seconded:

CS 2014-180

That Town of Ladysmith Property Tax Prepayment Plan Bylaw 2014, No. 1851, be adopted.

Motion carried.

Town of Ladysmith Financial Plan Bylaw 2014, No. 1853

Moved and seconded:

CS 2014-181

That Town of Ladysmith Financial Plan Bylaw 2014, No. 1853 be adopted.

Motion carried.

Town of Ladysmith Tax Rates Bylaw 2014, No. 1854

Moved and seconded:

CS 2014-182

That Town of Ladysmith Tax Rates Bylaw 2014, No. 1854 be adopted.

Motion carried.

Town of Ladysmith Water Parcel Tax Bylaw 2014, No. 1855

Moved and seconded:

CS 2014-183

That Town of Ladysmith Water Parcel Tax Bylaw 2014, No. 1855 be adopted.

Motion carried.

Town of Ladysmith Sewer Parcel Tax Bylaw 2014, No. 1856

Moved and seconded:

CS 2014-184

That Town of Ladysmith Sewer Parcel Tax Bylaw 2014, No. 1857 be adopted.

Motion carried.

Town of Ladysmith 2013 Audited Financial Statements Bylaw 2014, No. 1857

Moved and seconded:

CS 2014-185

That Town of Ladysmith 2013 Audited Financial Statements Bylaw 2014, No. 1857 be adopted.

Motion carried.

CORRESPONDENCE

**Geoff Millar, Economic Development Cowichan
Request for Letter of Support**

Moved and seconded:

CS 2014-186

That the Town provide a letter of support to the newly established BC Ocean Boating Tourism Association.

Motion carried.

**Lesley Parent, Ladysmith Downtown Business Association
Request for Waiver of Trolley Rental Fee**

Moved and seconded:

CS 2014-187

That Council authorize the use of funds from the Trolley Rental Fee Grant-in-Aid to offset the cost of the 3.5 hour trolley rental fee for the Ladysmith Downtown Business Association Old Tyme Christmas event to be held on December 5, 2014, as requested by Lesley Parent in her correspondence dated April 8, 2014.

Motion carried.

Councillor D. Paterson declared a conflict of interest with the following item due to his role as Project Chair, and excused himself from the meeting.

**Duck Paterson, Kinsmen Club of Ladysmith
Construction of Sidewalk at Brown Drive/Kin Park and Request for Funds to Support Replacement of Transfer Beach Playground**

Moved and seconded:

CS 2014-188

That, in response to the correspondence from the Kinsmen Club of Ladysmith dated April 9, 2014, Council

- a) authorize the Kinsmen Club of Ladysmith to construct a sidewalk along the north side of Brown Drive/Kin Park, subject to securing the appropriate permits and approvals from the Town;
- b) refer the request from the Kinsmen Club of Ladysmith to place soil and grass seed along the north side of the Brown Drive/Kin Park to staff to review and report back with

recommendations; and

- c) refer the request from the Kinsmen Club of Ladysmith to contribute funds to the reconstruction of the playground at Transfer Beach Park to the 2015 budget process

Motion carried.

Councillor D. Paterson returned to the meeting.

**Cyndi Beaulieu, Ladysmith Chamber of Commerce
Request for Hole Sponsorship at Ladysmith Chamber of
Commerce Golf Tournament**

CS 2014-189

Moved and seconded:

That the Town of Ladysmith sponsor a hole in the June 20, 2014 Ladysmith Chamber of Commerce Golf Tournament, at a cost of \$200.00, with the funds to come from the Grants-in-Aid budget.

Motion carried.

**Kristen Carlos, Jacquie Nelligan, Ladysmith Family and Friends
Request for Town Sponsorship of LaFF Golf Tournament**

CS 2014-190

Moved and seconded:

That the Town of Ladysmith sponsor a hole in the May 25, 2014 Ladysmith Family and Friends Golf Tournament, with a donation of \$200.00, with the funds to come from the Grants-in-Aid budget.

Motion carried.

Councillor Drysdale declared a conflict of interest with the following agenda item due to his employment, and excused himself from the meeting.

**Cliff Fisher, Ladysmith Festival of Lights Society
Municipal Partner for Festival of Lights**

CS 2014-191

Moved and seconded:

That Council advise the Festival of Lights Society that it supports the proposed partnership with the Town of Ladysmith as outlined in the correspondence from the Festival of Lights dated May 5, 2014, for the sole purpose of securing grant funding through the FCC AgriSpirit Fund to build new decoration base pads for the light displays which are erected for the annual "Light Up" event throughout the Town; and further, that Council direct staff to liaise with the Society to establish the details of this arrangement.

Motion carried.

Councillor Drysdale returned to the meeting.

NEW BUSINESS

Traffic Speeds on Jim Cram Drive

CS 2014-192

Moved and seconded:

That staff be requested to investigate options for traffic calming

On Jim Cram Drive, and to report back to Council with recommendations.
Motion carried.

QUESTION PERIOD

ADJOURNMENT

CS 2014-193

Moved and seconded:
That this meeting of Council be adjourned at 9:32 p.m.
Motion carried.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



TOWN OF LADYSMITH
MINUTES OF A SPECIAL MEETING OF COUNCIL
MONDAY, MAY 26, 2014
LADYSMITH SENIORS CENTRE
CALL TO ORDER 6:30 P.M.

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins	Councillor Steve Arnett	Councillor Jillian Dashwood
Councillor Bill Drysdale	Councillor Gord Horth	Councillor Duck Paterson

COUNCIL MEMBERS ABSENT:

Councillor Glenda Patterson

STAFF PRESENT:

Ruth Malli	Felicity Adams	Erin Anderson
Joanna Winter	Angela Vincent	

CALL TO ORDER Mayor Hutchins called this Special Meeting of Council to order at 6:32 p.m.

AGENDA APPROVAL

CS 2014-194

Moved and seconded:

That the agenda for this Special Council Meeting of May 26, 2014 be approved

Motion carried.

UNFINISHED BUSINESS

CS 2014-195

Ladysmith Chamber of Commerce 2014 Operating Agreement

Moved and seconded:

That the agreement with the Ladysmith Chamber of Commerce for the provision of visitor and business information services for the period January 1 to December 31, 2014 be approved as presented, and that the Mayor and Corporate Officer be authorized to sign the agreement.

Motion carried.

REPORTS

New and Updated Zoning Bylaw and Development Permit Area Design Guidelines

Felicity Adams, Director of Development Services, provided an in-depth review of the new and updated Zoning Bylaw and Design Guidelines for the Town of Ladysmith and related bylaws. Ms. Adams responded to questions from Council. Staff and Council responded to questions from the audience.

Comments and suggestions were received on the following matters:

- Produce Stand and Urban Agriculture – clarify restrictions or requirements for products to be sold
 - Retaining Walls – clarify setback requirements, definition, hard
-

and soft landscaping

- Accessory Buildings – consider permitting basements
- Coach House – consider increasing size and height, relating size to a percentage of the main building or lot coverage,
- Solar Energy Devices – consider visual impact of hot water collectors
- Wind Energy Devices – consider impact on view and noise generated, particularly in residential areas
- Kennel – consider in south part of Ladysmith
- Slaughterhouse – consider adding to industrial area in south Ladysmith
- Bed and Breakfast – consider whether accommodation for international students should be included
- Sprinklers – consider adding to the Building Bylaw sprinklers in homes with secondary suites
- Shade and Buffers (landscaping) – consider requiring a buffer between multi-unit residential buildings
- Single Family Zone – consider a zone strictly designated for single family homes
- Drive-through Establishments – consider permitting drive-through establishments in the Highway Service Commercial Zone
- Recreational Vehicle and Camping – clarify whether there will be zoning for recreational vehicles or camping
- Tourist accommodation – clarify definition for cottages
- Woods Island – consider designating Woods Island as a reserve, not a park, to preserve ecologically sensitive areas
- Trees – consider including guidelines for preservation of rare or old-growth trees
- Laneways – consider adding to the Subdivision Bylaw a requirement for laneways in new developments
- Signage – add guideline to relevant Development Permit Area guidelines.

Mayor Hutchins explained that participants' comments and suggestions would be reviewed and, as appropriate, incorporated into the new and updated Zoning Bylaw. The Bylaw will then come before Council for first and second readings, after which a Public Hearing will be scheduled. This process is laid out in the *Local Government Act*. The schedule for these steps will depend on time required to amend the draft Bylaws and Schedules in response to comments and input received from Council and the public.

ADJOURNMENT

CS 2014-196

Moved and seconded:

That this meeting of Council adjourn at 10:04 p.m.

Motion carried.

CERTIFIED CORRECT_

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Subject to Adoption

TOWN OF LADYSMITH

BYLAW NO. 1852

A bylaw to amend “Town of Ladysmith Dog Licencing, Control and Pound Bylaw 1995, No. 1155”

WHEREAS Sec. 8(3)(k) of the *Community Charter* authorizes a municipal council to establish a bylaw to regulate, prohibit and impose requirements in relation to animals;

AND WHEREAS a Council may, from time to time, amend such a bylaw as deemed appropriate;

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

(1) Delete Section 13 of Bylaw No. 1155 in its entirety. The remaining sections SHALL NOT be renumbered.

(2) Add the following bolded and underlined text to the first sentence of Section 14(a):
“No owner of any dog shall permit or allow such dog to be at large on any **private property (other than that of the dog owner), public** highway, street, lane, park or any other public place, unless it is accompanied by a competent person and is restrained by that person by means of an adequate leash attached to the dog.”

CITATION

(3) This bylaw shall be cited for all purposes as “Town of Ladysmith Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2014 No. 1852”.

READ A FIRST TIME on the 7th day of April, 2014

READ A SECOND TIME on the 7th day of April, 2014

READ A THIRD TIME on the 7th day of April, 2014

ADOPTED on the day of , 2014

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

TOWN OF LADYSMITH

BYLAW NO. 1862

A Bylaw to provide for the indemnification of municipal officials

WHEREAS the Local Government Act, section 287.2 authorizes the Town of Ladysmith to enact a bylaw to provide indemnity to municipal officers, employees and elected officials acting reasonably and in good faith in performing the duties and functions of their positions with the Town of Ladysmith;

NOW THEREFORE the Council of the Town of Ladysmith in open meeting assembled ENACTS AS FOLLOWS:

Citation

1. This Bylaw may be cited as the “Town of Ladysmith Indemnification Bylaw 2014, No. 1862”.

Interpretation

2. In this bylaw

“**indemnify**” means to pay the amounts required or incurred

- (a) to defend an action or prosecution brought against a person in connection with the exercise or intended exercise of the person’s powers or the performance or intended performance of the person’s duties or functions;
- (b) to satisfy a judgment, award or penalty imposed in an action or prosecution referred to in paragraph (a); or
- (c) in relation to an inquiry under the Public Inquiry Act, or to another proceeding, that involves the administration of the Town of Ladysmith or the conduct of Town of Ladysmith business,

but does not extend to a fine that is imposed as a result of a conviction for an offence, other than a strict or absolute liability offence;

“**municipal official**” means

- (a) a current or former member of Council of the Town of Ladysmith;
- (b) a current or former employee or officer of the Town of Ladysmith; or
- (c) a person who is or was a person referred to in section 287 (1) of the Local Government Act,

but only in relation to the exercise of powers or performance of duties or functions for or on behalf of the Town of Ladysmith, but does not include an independent service provider, professional advisor or contractor engaged by the Town of Ladysmith from time to time on a fee for service basis; and

“**willful misconduct**” in relation to a municipal official, includes, without limitation, willfully acting contrary to the terms and conditions of his or her employment or to a lawful direction or order of a superior.

Indemnification

3. The Town of Ladysmith will indemnify every municipal official against an action or prosecution brought against the municipal official, including, for certainty, reasonable legal costs incurred in relation to the proceeding, if the person to be indemnified:
 - (a) promptly, after being served with a document initiating an action or prosecution, delivers a copy of same to the Town of Ladysmith’s corporate officer;

- (b) does not admit or assume liability, enter into a settlement, or enter a guilty plea except with the approval of Council;
- (c) consents in writing to the Town of Ladysmith having sole discretion to appoint and instruct legal counsel, conduct all necessary investigations, to negotiate and settle the action or prosecution, provided that if the person believes they have an interest that is in conflict with the interest of the Town of Ladysmith the person is entitled to independent legal counsel; and
- (d) assists in providing and securing information, evidence, and witnesses, and cooperates with the Town of Ladysmith and their legal counsel in the defence of the action or prosecution.

Exceptions

- 4. The Council will not seek indemnity against a municipal official in respect of any action of the municipal official which results in a claim for damages against the Town of Ladysmith, except where a court of competent jurisdiction makes a finding that the person has been guilty of dishonesty, gross negligence, or malicious or willful misconduct.

Repeal

- 5. "Ladysmith Officers and Employees Indemnification Bylaw 1981 No 721" is hereby repealed.

READ A FIRST TIME on the 12th day of May, 2014

READ A SECOND TIME on the 12th day of May, 2014

READ A THIRD TIME on the 12th day of May, 2014

ADOPTED on the day of ,20

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



**NANAIMO LADYSMITH
PUBLIC SCHOOLS**

From the Office of the Secretary-Treasurer
Phil Turin, CPA, CGA
pturin@sd68.bc.ca

May 7, 2014

Mayor Hutchins and Council
Town of Ladysmith
VIA EMAIL

Dear Mayor Hutchins and Council:

The Board of Education of School District 68 (Nanaimo-Ladysmith) is considering whether it should make a request to the Minister of Education that the size of the Board be reduced.

- Currently the Board of Education has **nine** trustees elected at large from the entire school district once every four years, effective November 2014.
- It is being proposed that the Board of Education consist of **seven** trustees elected at large from the entire school district once every four years (effective November 2014)
- The majority of school districts in British Columbia that are the size of Nanaimo-Ladysmith operate with Boards of Education of seven trustees.
- The total cost savings from reducing the number of trustees by two is estimated to be about \$45,146.

Attached is an information sheet that provides an overview of the Board's rationale for considering such a move, along with comparison with six other school districts that are a similar size to our district.

The Board invites public input on this proposal. There are several ways you can provide your comments to the Board:

- Write to the Board of Education, School District 68 (Nanaimo-Ladysmith), 395 Wakesiah Avenue, Nanaimo, B.C. V9R 3K6 or fax 250 741-5309.
- Send an e-mail to the Board of Education care of ckelt@sd68.bc.ca.
- Make a short presentation to the Board's Business Committee on Wednesday, June 18 at 6 p.m. You must register to make a presentation by calling 741-5238 or e-mailing ckelt@sd68.bc.ca by 4 p.m. on Friday, June 13.

Please note that all written input must be received by 4 p.m., Thursday, June 19.

The Board of Education will meet Wednesday, June 25 to discuss the input it has received and to make a decision as to whether it will request that the size of the Board be reduced.

On behalf of the Board, I would like to thank you for your consideration of this proposal.

Yours truly,

Phil Turin, CPA, CGA
Secretary-Treasurer

Pc: Trustees
Administrative Council

Background Information –

Proposal to Reduce School District 68 (Nanaimo-Ladysmith) Board of Education from 9 to 7 Trustees

Rationale:

During the first months after taking office in December 2011, the Trustees of the Board of Education (School District 68 Nanaimo-Ladysmith) made the decision to put into place Board governance policies and administrative procedures that moved the Board into a governance model.

The majority of the working committees were eliminated. Workshops and in-service sessions were held to train the Trustees in the governance model. Policies and procedures have been eliminated and/or rewritten to facilitate the governance model.

This model is significantly different from the management model of involvement that had been previously in effect. The governance model requires Trustees to operate at the policy level and leaves the day-to-day management of the district to the managers.

Given that the Board of Education of School District 68 (Nanaimo-Ladysmith) is now a governance Board and given that the Board must continue to find monies to realize a balanced budget, it is an opportune time to consider reducing the number of Trustees serving the District. The consultation process will offer an opportunity to consider the cost/benefit analysis of Trustees in the Governance model and allow for public input.

<u>Trustee Remuneration Comparisons</u>							
<u>SD No.</u>	<u>Name</u>	<u>Estimated Sept 2014/15 Enrolment</u>	<u>Nos. Trustees</u>	<u>Chair</u>	<u>V/Chair</u>	<u>Trustee</u>	
33	Chilliwack	12,475	7	\$19,800	\$18,900	\$18,000	
37	Delta	15,305	7	\$25,931	\$24,616	\$23,469	
42	Maple Ridge - Pitt Meadows	13,576	7	\$21,955	\$20,899	\$19,303	
44	North Vancouver	14,975	7	\$24,163	\$22,895	\$22,176	
57	Prince George	12,494	7	\$17,000	\$15,500	\$14,000	
73	Kamloops	13,694	9	<u>\$20,083</u>	<u>\$19,083</u>	<u>\$18,083</u>	
	Average	13,753	7.33	\$21,489	\$20,316	\$19,172	
68	Nanaimo-Ladysmith	13,150	9	\$17,940	\$15,940	\$15,940	
Note: Trustee Benefits and Pro D Allowances vary between all SD's.							

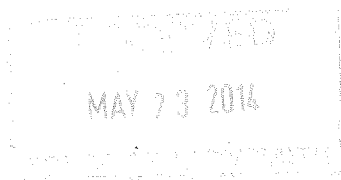
Ladysmith



P. O. Box 98
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V9G 1A1

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Email: ladysmithfol@shawbiz.ca
Web: www.ladysmithfol.com



To: Mayor and Council

May 22, 2014

The Festival of Lights Society is planning on requesting funding from the Nanaimo Foundation for funds to build the new roof top bases that are approved by the roofing trades.

We had approached them and found they were interested in this project as it provided a continuing future for decorations to be placed on roof tops in Ladysmith. However FOL either had to have a charitable tax status, (which has been denied on an earlier application to CRA) or partner with the Town of Ladysmith Municipality to apply for funding.

We would welcome your support in this request to partner on this important project for the Festival of Lights Society.

I believe this partnering process had worked successfully with the Kinsmen playground project in the past.

Thank you for your consideration in this matter.

Cliff Fisher

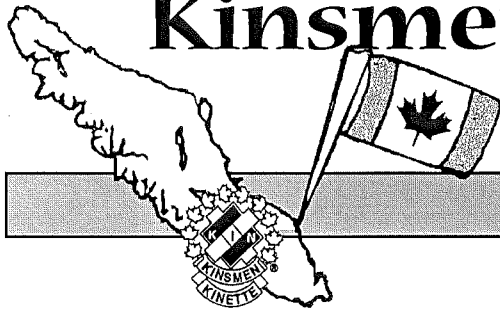
President, Ladysmith Festival of Lights Society

Keeping Ladysmith bright!!! Always the last Thursday in November.

We acknowledge the financial support of the Province of British Columbia.

Kinsmen Club of Ladysmith

On The 49th Parallel



P.O. Box 324, Ladysmith, B.C. V9G 1A3

May 31, 2014

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

Dear Council

A few weeks ago the Ladysmith Kinsmen Club sent you a letter informing the Town that the local Kinsmen were willing to take on the task of rebuilding the adventure playground at Transfer Beach.

Having reviewed the costs of a new playground and the time it takes to raise those kinds of funds the Kinsmen are going to start fundraising now. A lot of the fundraising is based on grants, and due to time frames to get them done and various deadlines for grants... we need to get a jump on some of them.

One of the better choices is the FCC AgriSpirit Fund grant. As we don't have a CRA number we need to find a "government partner" and so the reason for this letter. The Ladysmith Kinsmen are asking for the Town of Ladysmith to endorse our application for a FCC AgriSpirit grant. In doing so we ask that the Town be willing to be the "keepers" of the funds (if we are successful) and to use those funds to pay approved expenditures for the new Transfer Beach Playground. So it means being partners!

The Kinsmen Club will be applying for this grant very quickly as the deadline for submission is June 12, 2014. This also means, that if this is approved by the Town, we will need a letter of confirmation as quickly as possible.

Although the time frame, for the new playground, seems like a ways away it really isn't... our members are confident that we can do a very successful, worthwhile project, very similar to the recently completed playground at Brown Dr/Kin Park. We will also be approaching other service clubs, businesses, etc within our community and surrounding area to participate as well.

The Kinsmen wish to thank you for taking the time to read and consider this request and we look forward to your favourable response. If there are any questions please contact myself or any Ladysmith Kinsmen.

Yours in Kin

A handwritten signature in black ink, appearing to read 'Duck Paterson'.

Duck Paterson

Project Chair

Ladysmith Kinsmen Club

cc: Steve Dinsmore, club president