

TOWN OF LADYSMITH

GOVERNMENT SERVICES COMMITTEE

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

Monday, March 15, 2010 at 6:00 p.m.
Council Chambers, City Hall

AGENDA

	<u>Pages</u>
Chairperson: Councillor D. Paterson	
1. CALL TO ORDER	
2. AGENDA APPROVAL	
3. MINUTES	1 - 3
• February 15, 2010	
4. DELEGATION	
4.1 <u>Social Planning Cowichan – Affordable Housing Strategy</u> Geri Sera, Affordable Housing Strategy Coordinator	4
5. CITY MANAGER'S REPORT	
6. STAFF REPORTS	
6.1 <u>"Green Policy" Official Community Plan (OCP) Amendment</u>	5 - 9
6.2 <u>Toilet Rebate Program</u>	10 - 11
6.3 <u>Arbutus Watermain Replacement</u>	12 - 14
6.4 <u>Sweeper Replacement</u>	15 - 20
6.5 <u>Proposal to Contract Out Trolley Advertising Program</u>	21 - 22
7. MEMBER SUBMISSIONS	
7.1 <u>Cowichan Valley Regional District - Parkland Acquisition</u> Mayor Hutchins (Verbal Report)	
8. CORRESPONDENCE	
8.1 <u>J. McDougall</u> Re: Accessibility of Greyhound Vehicles	23 - 24

Staff Recommendation:

That the correspondence be received and referred to staff to assess the accessibility of the First Avenue bus stop and to provide recommendations at a future Government Services Committee meeting.

- 8.2 Vancouver Island Economic Alliance **25 - 27**
S. Angus, Chair – R. Roberts, Vice Chair – C.L. Germiquet, President
Re: Invitation to Join the Vancouver Island Economic Alliance

Staff Recommendation:

That the correspondence by received.

- 8.3 M. Phillips, President, Cowichan Energy Alternatives Society **28**
Re: Request for Letter of Support

Staff Recommendation:

That the Committee considers if they wish to recommend to Council to provide a letter of support to the Cowichan Energy Alternatives Society regarding their Vancouver Island Bio-Fuel Network (VIBN) Project)

- 8.4 Leadership – Team Tomorrow **29**
Re: Invitation to: Total Physical Response – Hul’qumi’num for Beginners

9. **NEW BUSINESS**

10. **UNFINISHED BUSINESS**

ADJOURNMENT



LADYSMITH

TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE

MONDAY, FEBRUARY 15, 2010 - 5:30 P.M.

PRESENT:

Councillor Duck Paterson, Chair
Councillor Steve Arnett

Councillor Lori Evans
Mayor Rob Hutchins

Councillor Bruce Whittington
Councillor Jillian Dashwood

ABSENT:

Councillor Scott Bastian

STAFF PRESENT:

Ruth Malli
Felicity Adams

Sandy Bowden
Pat Durban

Rebecca Kalina
Joe Friesenhan

CALL TO ORDER

Councillor Paterson called the meeting to order at 5:30 p.m.

AGENDA APPROVAL

2010-006

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

MINUTES

2010-007

It was moved, seconded and carried that the Government Services Committee minutes of January 18, 2010 be adopted as circulated.

DELEGATIONS

COWICHAN GREEN COMMUNITY - COWICHAN FOOD CHARTER
Judy Stafford and Jessica Kerr were in attendance to discuss the Cowichan Food Charter. Ms Stafford provided an overview of the Cowichan Green Community non-profit society which has drafted the Cowichan Food Charter. Ms. Kerr reviewed the Cowichan Food Charter and encouraged individual Council members and the Town to participate. The Chair, Duck Paterson, thanked Ms. Stafford and Ms. Kerr for their presentation.

2010-008

It was moved, seconded and carried that it be recommended to Council that the Town of Ladysmith sign on to the Cowichan Food Charter.

CITY MANAGER'S REPORT

The City Manager, R. Malli, presented the Committee with a brief verbal update on operational and strategic activities.

REPORTS

VISITOR PUBLIC WASHROOM

2010-009

It was moved, seconded and carried that it be recommended to Council that the Chamber of Commerce be requested to provide an evaluation of Visitor Information Centre washroom use and provide Council with a recommendation.

TOWN OF LADYSMITH LIGHTING ASSESSMENT

2010-010

It was moved, seconded and carried that it be recommended to Council that the lighting assessment report dated January 29, 2010 provided by Philips and Wesco be received.

CORRESPONDENCE

LOCAL GOVERNMENT ELECTIONS TASK FORCE

2010-011

It was moved, seconded and carried that:

- a) the correspondence dated January 29, 2010 from B. Bennett, Minister of Community and Rural Development, regarding Local Government Elections Task Force be received;
- b) Staff be directed to coordinate a response from the Town to the Local Government Elections Task Force regarding the topics outlined in the correspondence;
- c) members of Council send their comments to the Corporate Officer for inclusion in the response by April 14, 2010;
- d) a draft of the response be presented to the April 19, 2010 Government Services Committee meeting;
- e) Staff send the Task Force's request for written comments to the Ladysmith Chamber of Commerce, the Downtown Business Association, advisory commissions/ committees, and any other organization deemed appropriate and request that they send their comments directly to the Task Force and copy the Town; and,
- f) Staff be directed to post a link on the Town's website to information on the Task Force's activities and encourage other interested parties to provide comments directly to the Task Force.

LADYSMITH COMMUNITY GARDENS SOCIETY

2010-012

It was moved, seconded and carried that it be recommended to Council that the letter dated February 8, 2010 from the Ladysmith Community Gardens Society requesting an interim community gardens budget of \$8,010 be referred to staff for review and report to the March 15, 2010 Government Services Committee meeting.

QUESTIONS

Bill Eller, President, Ladysmith Chamber of Commerce, presented the Committee with a report entitled "Visitors Information Centre - Public Washroom Analysis". A discussion ensued regarding the report.

ADJOURNMENT

2010-013

It was moved, seconded and carried that the meeting be adjourned at 6:38 p.m.

Chair (Councillor D. Paterson)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)

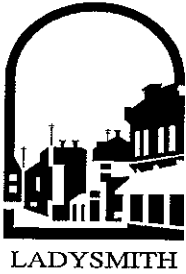


Outline of Presentation Content

For the Affordable Housing Strategy Initiative

1. Background of Affordable Housing Strategy initiative
2. Affordable housing definition (Adequate, Suitable, Affordable)
3. Populations of frequent need
4. Statistics about CVRD populations of need
5. Statistics about rental housing (including pricing)
6. Statistics about home ownership (including pricing)
7. What affordable housing is currently available in the CVRD (compared to demand)
8. Current land use and development policies through CVRD jurisdictions (charted)
9. Benefits of affordable housing
10. Social and economic consequences of a lack of affordable housing
11. Request

Handout packages will be provided for those in attendance and materials will be made available in "e" formats for ongoing use.



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: March 2, 2010
File No: 6480-30, 6480-40, and 6480-50

Re: "Green Policy" Official Community Plan (OCP) Amendment

RECOMMENDATION(S):

1. THAT the Government Services Committee recommend that Council direct staff to proceed with Official Community Plan 'green policy' amendments, as a strategic priority, in three phases:
 - (i) Phase 1: Bill 27 - Greenhouse gas emission reduction targets, actions, and strategies;
 - (ii) Phase 2: Riparian Areas Regulation and Council environmental policy directions; and
 - (iii) Phase 3: Bicycle Plan.

2. THAT the Government Services Committee recommend that Council support the following Official Community Plan consultation pursuant to S.879 of the Local Government Act for the 'green policy' OCP review (6480-30/40/50):
 - (i) Refer each phase to the Advisory Planning Commission (APC) for review and comment.

PURPOSE:

The purpose of this report is to present a three-phase plan to amend the Official Community Plan to add additional policies, specifically with regard to: (1) *Bill 27* OCP requirements; (2) *Riparian Area Regulation* requirements; and (3) *Ladysmith Bicycle Plan* policy recommendations.

INTRODUCTION/BACKGROUND:

In 2008, Council and the community participated in the Community Sustainability Visioning Initiative. Council endorsed the award-winning final report which provides overall direction for taking action on sustainable development. In addition, energy reduction targets, initiatives and actions have been established for the community under the guidance of the Environment Commission as part of the Community Energy Plan adopted by Council in 2008. And recently, Council endorsed in principle the updated Bicycle Plan which includes a recommended network and bicycle supportive policies.

These three documents position Ladysmith to augment current OCP policies with additional directions to support sustainable development and fulfill legislative requirements established by the Province, as described below.

Provincial Directions

1) *Bill 27- Local Government Green Communities Statutes Amendment Act 2008*

Bill 27 amended the *Local Government Act* to require that by May 31, 2010:
an official community plan must include targets for the reduction of greenhouse gas (GHG) emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets. (LGA, s. 877(3))

2) *Riparian Area Regulation (RAR)*

In 2003, the Provincial Streamside Protection Regulation (SPR) which required local governments to implement Provincial regulations to protect riparian areas for fish protection purposes was incorporated into the OCP. Subsequently, the Province replaced the SPR with the Riparian Area Regulation (RAR). The RAR is now the accepted methodology utilized by senior government and the development community for land use applications, and it is being used in Ladysmith. Implementing this direction is a house-keeping amendment.

SCOPE OF WORK:

It is recommended that the 'green policy' amendment be undertaken in three phases with three separate amending bylaws as shown in Table 1.

Table 1: Phasing of "Green Policy" OCP Amendment

	Green Policy Area	Scope	Estimated Completion Date
Phase One	GHG Emission Reductions	Bill 27 requirements	May 31, 2010 provincial requirement
Phase Two	Riparian Area /Environmental	Riparian Area Regulation/Council policy directions	September 2010
Phase Three	Bicycle Plan	Bicycle policies and bike route plan	December 2010

If Council supports this recommended approach each phase will be reported more fully to Council. General descriptions of the scope of work follow.

Phase One: GHG Emission Reduction Targets, Actions, and Strategies

As outlined above, the Province requires that the municipality establish in the OCP community targets, actions and strategies to reduce GHG emissions by May 31, 2010.

Targets: The *Community Energy Plan* (Energy Plan) sets the following community reduction targets:

- 5% reduction in total community GHG emissions by 2012 from 2007 levels.
- 15% reduction in total community GHG emissions by 2016 from 2007 levels.
- 33% reduction by 2020 from 2007 levels (proposed target to match the Provincial reduction target).

The Province has provided each community in BC with a 2007 baseline inventory report (CEEI) to standardize reporting. The 2007 baseline data for Ladysmith indicates that community emissions are attributed as follows: 81.4% on-road transportation; 14.8% buildings; 3.9% solid waste.

Actions: The Energy Plan also recommends 31 actions for the municipality to implement to reduce energy consumption and GHG emissions for municipal operations and in the community as a whole.

Strategies: Both the Energy Plan and the Visioning report include strategies to reduce GHG emissions. The Energy Plan includes seven broad strategy areas and the Visioning report includes an eight pillar sustainability strategy for Ladysmith in a manner appropriate to the unique character and culture of the community.

Phase Two: Riparian Area Regulation and Council Policy Directions

This OCP amendment would bring the OCP up-to-date with the current riparian area protection scheme by replacing the SPR with the RAR.

In addition, Council has provided recently policy direction regarding environmental practices in developments, such as use of native and drought-tolerant materials in landscaping. This phase of the 'green policy' amendment would include implementation of these directions.

Phase Three: Ladysmith Bicycle Plan

The Bicycle Plan recommends bicycle-supportive policies to be incorporated into the OCP and a new bike route map. This phase of the 'green policy' amendment would address implementation of the bike route plan and related policy directions.

ALTERNATIVES:

Council could direct staff to proceed only with the Bill 27 and RAR amendments, as directed by the Province.

FINANCIAL IMPLICATIONS:

The proposed scope of work would be undertaken by staff.

LEGAL IMPLICATIONS:

In addition to holding a public hearing on the bylaws, as this is a proposal to amend the OCP, Council must:

1. Consider whether consultation on the OCP amendments should be early and on-going, and
2. Specifically consider whether consultation is required with:
 - (i) the boards of the CVRD and the RDN
 - (ii) the council of a municipality adjacent to Ladysmith
 - (iii) First Nations
 - (iv) the school district, greater boards or improvement district boards, and
 - (v) the provincial or federal government and their agencies.

Each phase of the 'green policy' OCP amendment has either had Provincial direction, community consultation, or both. It is recommended that Council refer each phase of

the OCP amendment to the Advisory Planning Commission as Council's advisory body for land use and community planning matters.

Council may wish to share its initiatives with the CVRD and Stz'uminus First Nation.

After first reading, Council must consider the plan in conjunction with the Financial Plan, any Waste Management Plan, and refer the plan to the Agricultural Land Commission if the plan applies to land in the Agricultural Land Reserve. Council may also consider the plan in conjunction with any other land use planning and with any social, economic, environmental, or other community planning and policies that the local government considers relevant.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Being green is a way of life for the Town of Ladysmith. Council established a Strategic Plan in 2004 to guide its own actions towards sustainability. Strategic directions for the Town include effective land use planning and community design, responsible stewardship of the environment, dynamic economic development and a safe and healthy community.

In 2008, Council undertook a Sustainability Visioning Initiative to ensure that future development meets the standards of sustainability as defined by the citizens of Ladysmith themselves. The report has been accepted by Council as a vision from our community. Council also commissioned and adopted a Community Energy Plan in 2008, which lays out 31 actions for implementation in order to reduce greenhouse gas emissions in the community.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The proposed OCP amendments will be referred to interdepartmental meetings for consultation and discussion.

RESOURCE IMPLICATIONS:

Community planning is an area of responsibility of the Development Services Department. Implementing the proposed scope of work is within available staff resources. Additional work would require additional resources.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Effective land use planning and community design and responsible stewardship of the environment are Council strategic directions. The 2010 strategic directions include incorporating green targets into the OCP.

Staff are currently developing an Action Plan to guide implementation of the sustainability vision and the community Energy Plan. This includes changes to the OCP and bylaws as well as specific targets for greenhouse gas emissions reduction, sustainable economic development and renewable energy consumption.

SUMMARY:

It is recommended that Council support the proposal to add 'green policy' to the Official Community Plan in three phases as follows: (1) GHG emission reduction targets, actions and strategies; (2) *Riparian Area Regulation* and Council

environmental policy directions; and (3) *Ladysmith Bicycle Plan* policy recommendations and bike route.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

"None".



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Joe Friesenhan, Director of Public Works
Date: March 4, 2010
File No:

Re: **TOILET REBATE PROGRAM**

RECOMMENDATION(S):

That the Committee recommend to Council that the toilet rebate program be extended until December 31, 2010 and instruct staff to include \$20,000 in the 2010 water utility operating budget.

PURPOSE:

To extend the toilet rebate program till December 31, 2010.

INTRODUCTION/BACKGROUND:

In July, 2008, Council implemented a toilet rebate program with a \$20,000 budget allocation which provided \$75 to any resident of Ladysmith that replaced an existing toilet with an approved low flow toilet to a maximum of two toilets per residence. The program went to December 2009. The program was very well received and Council increased the budget by \$15,000 in May of 2009 to ensure that funds were available until the end of the program which was December 31, 2009.

519 rebate requests were received at a total cost of \$38,925 by the end of December 2009. We have received numerous requests from residents to extend the program.

SCOPE OF WORK:

ALTERNATIVES:

Not extend the program

FINANCIAL IMPLICATIONS:

An additional \$20,000 has been included in the proposed water utility operating budget.

LEGAL IMPLICATIONS:

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The public is desirous of continuing the program

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

RESOURCE IMPLICATIONS:

ALIGNMENT WITH STRATEGIC PRIORITIES:

Sustainability is very high on the strategic priorities.

SUMMARY:

The toilet rebate program ended December 31, 2009. The program was very well received with 519 rebates being issued. We have received numerous requests to extend the program for 2010.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

"None".



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Joe Friesenhan, Director of Public Works
Date: March 4, 2010
File No:

Re: ARBUTUS WATERMAIN REPLACEMENT

RECOMMENDATION(S):

That the Committee recommend that Council authorize the expenditure of \$12,000 for the replacement of the watermain across Dogwood Drive by the North end of Arbutus Crescent with the funds to come from the Water Utility Reserve Fund.

PURPOSE:

To obtain authorization to extend the watermain replacement on Arbutus Crescent across Dogwood Drive.

INTRODUCTION/BACKGROUND:

In December of 2008, a watermain break above Arbutus Crescent caused created some major damage along Arbutus Crescent requiring that the pavement be replaced on a large section of the road. Council authorized the replacement of the watermain in the effected area prior to doing the paving.

As part of the 2009 budget, Council approved the replacement of the remainder of the Arbutus crescent watermain. Council also authorised the upgrading of the storm sewer at the North end of Arbutus Crescent as part of the 2009 budget process.

The watermain replacement has been completed. In order to eliminate the need to cross Dogwood Drive with any excavation, the watermain was tied into the existing system on the West side of Dogwood Drive. During the design and construction of the storm sewer, it was determined that the existing storm sewer was undersized and the new larger pipe had to be installed immediately beside the existing watermain which creates an unsafe situation for the watermain. The storm manhole to which we require connection is also right behind a cluster of valves operating the water system. VIHA regulations require a three metre separation between the watermain and sewer mains.

SCOPE OF WORK:

To replace the watermain from the North end of Arbutus Crescent across Dogwood Drive.

ALTERNATIVES:

Leave water as is.

FINANCIAL IMPLICATIONS:

The cost of the watermain replacement is estimated at \$12,000 and would come from the Water Utility Reserve.

LEGAL IMPLICATIONS:

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

RESOURCE IMPLICATIONS:

The work would be completed by existing Public Works forces

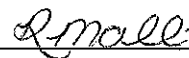
ALIGNMENT WITH STRATEGIC PRIORITIES:

Supplying a safe and adequate water system is high on the strategic priorities.

SUMMARY:

In order to eliminate any possible conflict between the water and sewer mains during the construction of the storm sewer for Arbutus Crescent, the watermain should be replaced by Arbutus Crescent across Dogwood Drive.

I concur with the recommendation.



Ruth Malli, City Manager

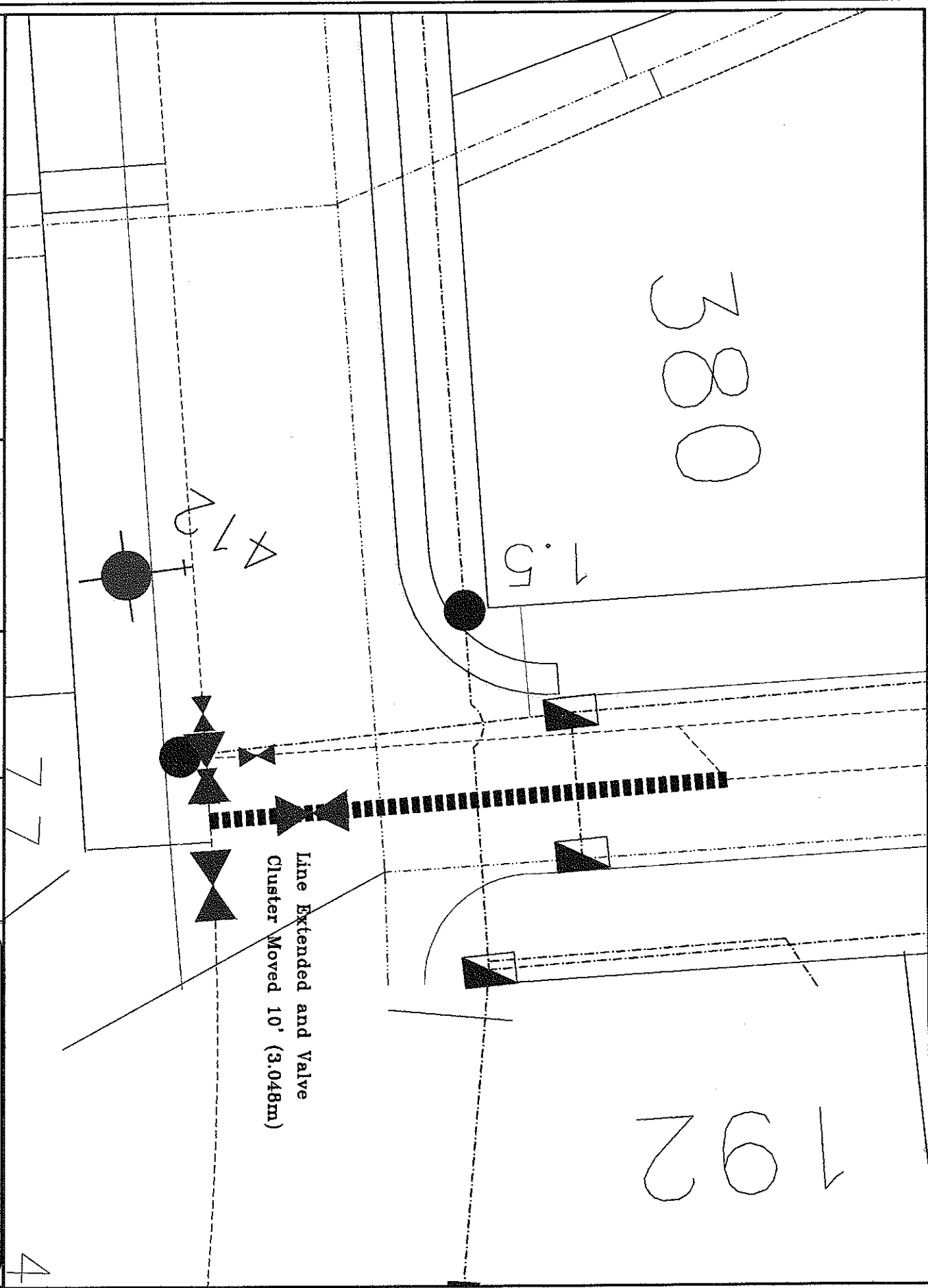
ATTACHMENTS:

Plan showing works requested



TOWN OF LADYSMITH
 TITLE:
 Arbutus and Dogwood
 Watermain Intersection

SHEET No: 1
 SCALE: N.T.S.
 FILE: ACO FILEBASE MAPPING\LADYSMTH
 DRAWN BY: P.B.S.
 DATE: March 4, 2010



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.
 CONFIRM UNDERGROUND LOCATION OF UTILITIES WITH
 UTILITY COMPANIES.



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Joe Friesenhan, Director of Public Works
Date: March 9, 2010

File No:

Re: SWEEPER REPLACEMENT

RECOMMENDATION(S):

That the Committee request that Council approve foregoing the tendering policy and enter into a purchase agreement with Vimar Equipment for a 2004 Elgin Crosswind J sweeper at a net cost of \$85,000 (taxes extra) with the funds to come from the Equipment Replacement Reserve.

PURPOSE:

To obtain Council authorization to replace our present sweeper with a newer model.

INTRODUCTION/BACKGROUND:

Unit 47, Elgin Sweeper, was purchased in 1994. At that time it was expected to last for ten years before it needed to be replaced. In 2004, and every year since, the sweeper was evaluated to determine if it should be replaced. The cost of a new sweeper is approximately \$215,000.

The Towns sweeping program consists of running a sweeper two days per week for 6 months during the summer months and one day per week during the winter months. We also do a major spring cleaning to take the winter sand off the road. This takes approximately 2 weeks. Up until 2008, when the Town purchased a Vactor truck, the sweeper was also used to assist with catch basin cleaning and occasionally for assistance with excavating around gas and water lines.

The present unit is 16 years old and in need of some major repairs. The Town normally purchases only new equipment. With the minimal hours used weekly, it is difficult to justify the cost of a new machine as a replacement. We have looked at a 2004 unit which could last the Town at least ten years if used only for sweeping.

SCOPE OF WORK:

ALTERNATIVES:

- Do major repairs and continue to run present unit
- Purchase new sweeper
- Purchase newer used sweeper

FINANCIAL IMPLICATIONS:

The cost of the sweeper is covered in the Equipment Replacement Reserve

LEGAL IMPLICATIONS:

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

RESOURCE IMPLICATIONS:

ALIGNMENT WITH STRATEGIC PRIORITIES:

SUMMARY:

The Towns present sweeper was purchased in 1994. It has been used an average of 1.5 days per week annually for street sweeping. It has also been used to clean our catch basins and some occasional trench excavation until the Town purchased its Vactor unit. Although the Town normally purchases only new equipment, due to the low number of hours used weekly, a newer used sweeper would serve the Town for at least 10 years.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Offer of purchase from Vimar Equipment.



7445 Lowland Drive
Burnaby, BC V5J 5A8
Tel: 604-430-4274
Fax: 604-439-7926
Sales @vimarequipment.com

March 8, 2010

Town of Ladysmith
City Hall, PO Box 220
Ladysmith B.C. V0R 2E0

Via email: jfriesenhan@ladysmith.ca

Attn: Joe Frisenhan, Director of Public Works

RE: ELGIN CROSSWIND AND VIMAR EQUIPMENT

Dear Joe,

Thank you for the opportunity to quote on your equipment requirements we are pleased to offer you the following information.

Vimar Equipment has been in business selling and servicing municipal equipment for over 35 years.

We have been the dealer for **Elgin** for over 16 years and have become the #1 supplier of street sweeper in British Columbia. **Over 80%** of the municipalities have purchased and are presently operating Elgin Street Sweepers in British Columbia and we stock approximately \$150,000.00 in Elgin Crosswind parts inventory.



The Crosswind J+ has been in production since 1999 and we have sold 60 of the current J series Elgin Crosswind Street Sweepers into the province - 47 of those being sold to municipalities and government organizations and 13 to contractors. On the Island alone we have sold 10 to municipalities and government organizations and 3 to contractors. Your current Crosswind sweeper uses the Touch 1 system which is now obsolete and it is more

difficult for us to acquire these parts. As such we would like to present for your consideration a current model 2004 Elgin Crosswind J+.

Vimar Equipment is the only company that specializes in selling and servicing street sweepers in British Columbia and can guarantee quick delivery of parts, service and have the ability to rent or loan street sweepers depending on the your needs.

Our facility is located in Burnaby BC and consists of a large service area, with six (6) factory-trained mechanics, mobile service vehicle, a sales office, and a large parts inventory with approximately \$500,000 in parts inventory with four (4) parts persons.

Since we neither design nor manufacture the products we offer, our real business is serving and supporting customers who choose Vimar Equipment & those products and services related to our business.

Vimar Equipment has a **proven history of providing quality products and service** to the municipal, industrial and contractor markets in British Columbia and the Yukon Territories.

Vimar Service Department

Service support is delivered by our skilled technicians equipped with the latest technology to serve you. Our technicians undergo regular & extensive factory training on all product lines we support. We ensure that our customers have access to knowledgeable staff who know the products we sell & service inside out and are qualified to offer the best advice and support possible.

We maintain a complete listing of all equipment sold to our customers by year, make, model & serial number, along with all service work we have performed. Our technicians are skilled in fabrication, welding, preventative and general maintenance and diagnosing problems over the phone and in the field. We have a great, fully equipped shop with lots of room for any size vehicles; overhead cranes, steam bay, paint booth, reconditioned service parts (if required) & welding shop. All of this – so we can provide quick service so you can get back up and running.

Vimar Parts Department

We are totally committed to providing parts and after-sales service that our valued customers deserve and which matches the quality and reliability of the equipment we sell. This is why we have invested in inventory in a big way with approximately \$500,000.00 worth of parts in inventory. Our inventory represents our commitment to making sure we have the right part on the shelf at the right time. We know about uptime and critical situations – we are in the same boat with our rental fleet and it is imperative that you the customer maximize your investment. Not only parts, but also accessories so you can better capitalize on your investment.

Elgin Sweeper Company

Elgin sweepers have been cleaning roadways since 1914. It all began at the turn of the century with inventor John Murphy of Elgin, Illinois. Mr. Murphy recognized the serious health hazards caused by polluted streets and invented the world's first machine that automatically picked up street debris. This remarkable piece of equipment eliminated the need for a man with a shovel and helped solve the sanitation problems of the day.

As times changed so did Elgin, and for over 95 years Elgin products have delivered superior performance. Today, Elgin sweepers are used around the world and backed by the industry's most respected dealers, who provide quality sales, service, warranty and parts support.

Elgin continues its sweeper leadership by evolving its products and creating new ones. We pride ourselves on the quality, innovation and reliability that is built into each and every product. Elgin equipment utilizes all variations of today's sweeping technology — mechanical, pure vacuum, regenerative air — and now alternative fuel and waterless dust control — to offer customers the sweeper that matches their needs. From general street maintenance to special industrial and airport applications. Elgin puts it's customers in the sweeper that best meets their needs.

One only **2004 Elgin Crosswind J+**, Unit #717, mounted on a **2004 Sterling SC8000**, all as per standard specifications and including the following:

- In cab hopper dump
- 25' water fill hose
- Life last lined hopper
- Hopper deluge
- RH side Broom tilt
- Aux. hyd pump w/in cab dump
- Elec. Throttle w/o W.H.
- PM 10 Compliant
- 7 Cubic Yard capacity
- Aux engine: John Deere 115 HP
- 1 BOST. 905 Cloth hi back
- Wire mount rear
- Beacon/strobe protector
- Triangle reflector flares (3)
- Fire extinguisher
- 31" work platform
- 12" convex mirrors

Price for this unit would be\$115,000.00
Trade in Value 1994 Crosswind (\$30,000.00)
Total Price for this unit would be.....\$85,000.00

(FOB: your yards, all taxes extra, startup and training included, NetCASH, quote valid 10 days, subject to prior sale)

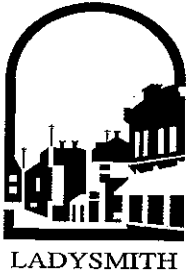
Warranty:

This unit will come with a six (6) month parts warranty on the sweeper module.

Thank you for the opportunity to quote on your equipment requirements. If you have any questions or require any additional information, please do not hesitate to let me know.

Yours truly,
VIMAR EQUIPMENT

David Klym, Territory Manager
DK/hg
Cc file copy



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: March 11, 2010
File No:

Re: PROPOSAL TO CONTRACT OUT TROLLEY ADVERTISING PROGRAM

RECOMMENDATION(S):

That Committee recommend to Council that Staff be directed to issue a limited distribution Expression of Interest directed to local (Ladysmith) non-profit community organizations for the management of a Trolley Advertising Program.

PURPOSE:

The purpose of this Staff report is to seek Council's authorization to issue an Expression of Interest for the management of a Trolley Advertising Program.

INTRODUCTION/BACKGROUND:

The Ladysmith trolley transit service commenced in August of 2009 and is deemed to be a success with an average ridership of approximately 100 passengers per day, more during summer and peak periods. Staff anticipates that significant revenues can be generated through advertising on the trolley and at trolley stops. Current staffing resources are not sufficient to properly manage an advertising program, and it is therefore recommended that the program be managed by an external local agency such as the Chamber of Commerce, the Ladysmith Maritime Society, the Ladysmith Resources Centre, the Ladysmith and District Historical Society, etc.

SCOPE OF WORK:

Staff will prepare an Expression of Interest for publication immediately upon ratification of the above resolution. Submissions will be reviewed and the awarding of the contract will be brought back to Council for a final decision.

ALTERNATIVES:

Council could direct Staff to manage the Trolley Advertising Program. Council could also deny Staff's request to authorize advertising on the trolley or at trolley stops.

FINANCIAL IMPLICATIONS:

Anticipated gross annual revenues are estimated at \$40,000.

LEGAL IMPLICATIONS:

n/a

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Several small local businesses have inquired about the possibility of advertising on the trolley. Staff does not anticipate any negative feedback from the public regarding this proposal.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Corporate Services Department will liaise with the successful bidder and manage the contract for the Trolley Advertising Program on an ongoing basis.

RESOURCE IMPLICATIONS:

n/a

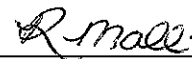
ALIGNMENT WITH STRATEGIC PRIORITIES:

The implementation of a trolley transit system was one of the Corporate Services Department's five top strategic priorities for 2009. The advertising program aligns with this strategic priority.

SUMMARY:

Given the success of the Ladysmith trolley transit service it is deemed appropriate for Council to consider implementing a Trolley Advertising Program. Staff resources are limited and it recommended that Council authorize the issuance of an Expression of Interest for the management of a Trolley Advertising Program.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

None

----- Original Message -----

From: Ladysmith Home Hardware

To: customer.service@greyhound.com

Sent: Tuesday, January 05, 2010 12:07 PM

Subject: Ladysmith, BC

January 5, 2010

Good Morning!

My name is Janice McDougall. My husband and I have been Ladysmith residents for twelve years now and we are the owners of Ladysmith Home Hardware.

Just recently, my sister in law relocated to Ladysmith. Her name is Sharon Ianson. Sharon is disabled and is confined to an electric wheelchair. She has several health issues and her condition requires her to travel quite frequently to Vancouver and back for care.

It has come to our attention that the current drop off and pick up location in Ladysmith is unsafe to load and unload wheelchair passengers. This is a disappointment as your wheelchair equipped coaches are absolutely the only means of transportation Sharon has to the mainland for much needed medical attention.

My husband Tom and I think we may have a solution to this problem. Last February we opened a new store in a location where we have plenty of parking and easy access. We would be quite willing to set up a new drop off and pick up location for your coaches.

Could someone from your office please call Tom or myself to discuss this further. Thank you for your time.

Janice McDougall
250-245-3441

From: Ladysmith Home Hardware
Sent: Wed 2010-01-13 1:50 PM
To: Rob Hutchins; customerservice@greyhound.com
Subject: re greyhound

January 13, 2010

Attn: Rob Hutchins, Mayor of Ladysmith

Sorry this took so long to get this information to you and thanks for your concern.

The first trip Sharon booked return from Ladysmith to Vancouver was done by phone with Greyhound with confirmation that a wheelchair accessible coach would be on both routes. It was very easy to do and obviously solved a lot of issues Sharon had getting to Vcr and back with her electric chair.

The afternoon she was to leave on December 16th, the driver of the Greyhound coach refused to load her at the first street location in Ladysmith as he felt it was unsafe. He then ordered a cab to take her to the depot in Nanimo where she was able to board the bus.

On the return trip December 19th, Sharon was unloaded at the first street location in Ladysmith without incident.

Early in January, Sharon again attempted to purchase a return ticket from Ladysmith to Vancouver for yet another medical treatment. This time however, Greyhound refused not only to allow Sharon to purchase a ticket by phone or on-line, they also informed her that she would have to purchase the ticket prior to the trip at a depot, (the ticket in her case has to be purchased in advance in order for Greyhound to have a wheelchair equipped coach on the route) and that they could no longer pick her up in Ladysmith due to the unsafe loading zone.

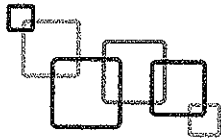
Needless to say this causes concern as the whole issue to start with is lack of a means of transportation . How could Sharon possibly get anywhere to purchase a ticket if she does not have the means to get there? Anyhow, I purchased the tickets for her and she recieved confirmation once again the the proper coaches would be on those routes for her.

On January 7th, Sharon took a cab to the Nanimo Greyhound depot only to find that there was not an accessible coach on that run. Greyhound then, once again, ordered a wheelchair cab for Sharon to get her to the ferry, and then had another cab waiting for her at the other end. Sharon's return trip January 9th was once again without incident, other than having to call a cab to bring her home to Ladysmith from Nanaimo.

It goes without saying that this all gets very complicated, expensive and frustrating for both parties. As of today neither Sharon, Tom or myself have heard from Greyhound in this matter. I have forwarded a copy of the e-mail that was sent to Greyhound January 5th as well.

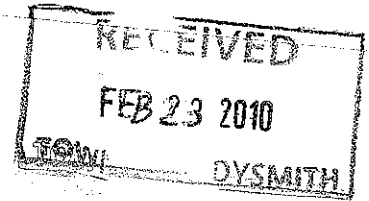
Thanks again Rob, talk to you soon.

Janice McDougall



VIEA

VANCOUVER ISLAND
ECONOMIC ALLIANCE



Mayor Rob Hutchins
Town of Ladysmith
PO Box 220
Ladysmith, BC
V9G 1A2

Dear Mayor Hutchins;

We would like to take this opportunity to invite your consideration to join the Vancouver Island Economic Alliance.

Your investment as a member of the Vancouver Island Economic Alliance is an investment in the future of Vancouver Island. Our history has shown that VIEA provides positive dividends to its members by contributing to our region's economic growth.

Since 2007 community and corporate partners such as yourself have invested almost \$115,000 into VIEA Memberships to support a collaborative approach to regional economic development. VIEA is proud to have leveraged your membership investment more than 12 times over to deliver nearly \$1.5 million in services and initiatives across the Island.

Our Regional Economic Analysis, Labour Market Analysis and Annual State of the Island Economic Summits are just a few examples of how VIEA is creating tangible outcomes for the Island's business leadership.

Today more than ever, VIEA's focus on collaboration and coordinated pooling of resources remain the cornerstones of our success. Your VIEA Board remains dedicated prudent financial management of your membership dollars in that our entire administration budget remains under 5% including our staff resources. Your Board will maintain this commitment as we believe your investment needs to be directed to expanding investment and workforce attraction efforts for our region.

Prior to this year's 2009 State of the Island Economic Summit delegates and Island Stakeholders participated in a survey which will help VIEA in developing its action plan for 2010. Over 150 Island Stakeholders took the time out of their busy schedules to respond to the survey and VIEA will use this valuable information in developing their action plan for 2010.

We learned that 90% of the respondents determined that promoting a sustainable and diversified economy for all residents of the Vancouver Island Region remains a high to extreme priority for VIEA

We learned that 65% of the respondents felt that promoting strong communities and First Nations communities and careful stewardship of natural resources remains a high to extreme priority for VIEA

We learned that 73% of the respondents felt that providing regional leadership for regional business retention and expansion remains a high to extreme priority for VIEA

We learned that 84 % of the respondents felt that promoting regional initiatives that strengthen economic capacity remains a high to extreme priority for VIEA

Furthermore with regards to the Vancouver Island Economic Alliance's Strategic Plan:

97% support VIEA's work in developing a brand strategy for Vancouver Island.

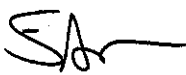
Additionally 88% responded that VIEA must excel as a member driven organization to meet the needs of business on Vancouver Island.

91 % supported VIEA's roles in Building Capacity on Vancouver Island.

92% Support the work that VIEA has initiated to actively promote Vancouver Island to investors and skilled employees.

We are committed to working with you as we continue to promote a sustainable and diversified economy for all residents for the Vancouver Island economic region.

Yours truly,



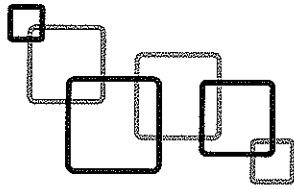
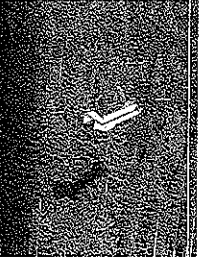
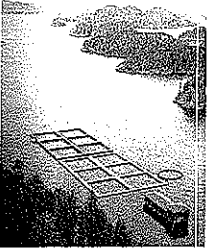
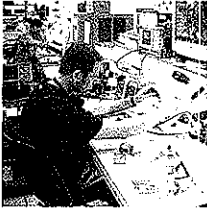
Sasha Angus
Chair
VIEA



Rick Roberts
Vice Chair
VIEA



Cori Lynn Germiquet
President
VIEA



VIEA

VANCOUVER ISLAND
ECONOMIC ALLIANCE

Name _____

Position _____

Organization _____

Business Address _____

City _____ Province _____ Postal Code _____

Telephone No. _____ Fax No. _____

E-Mail _____

PAYMENT OF FEES:

\$500
(community under 10,000, small business, economic development organization, individual)

Or

\$1000
(community over 10,000, large businesses, industry associations, public institutions)

Or

\$5000
(Corporate Funding Partner)

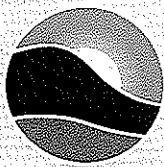
PAYMENT OPTIONS

A cheque is enclosed *(Please make all cheques payable to the Vancouver Island Economic Alliance)*
Address: 765 Humphrey Road, Parksville, BC V9P 1C8

Or

Please invoice _____ for the amount indicated above

Signature _____ Date _____



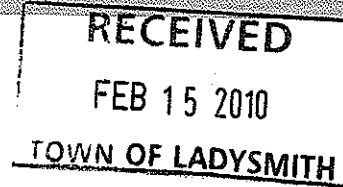
Cowichan Energy Alternatives

1-55 Station Street, Suite 1, Duncan, BC V9L 1M2

250.597.1491 tel • 250.597.1492 fax • www.cowichanenergy.org

Town of Ladysmith

Attention: Robert Hutchins



Good morning,

This is a request for a letter of support for the **Cowichan Energy Alternatives Society's "Vancouver Island Bio-Fuel Network (VIBN) Project."**

Out of this project will come benefits for all involved. Some of the areas we would like to support your organization with this project include:

- Helping you reach your 2012 targets for Carbon Neutrality
- Reducing waste oils in sewers and waste stream systems in your area
- Promotion and further encouragement of recycling for consumers in your area
- Access to 100% Bio-Fuels for Diesel vehicles in your organization if you are interested
- Creating triple bottom line economic stimulus in your community by supporting the collection of a waste product that is turned into an environmentally advantageous fuel
- "Green Collar" jobs for the island communities involved

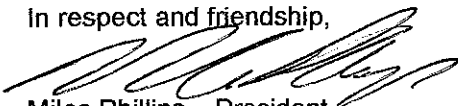
Our organization, the Cowichan Energy Alternative Non-Profit Society # S-54795 is dedicated to the creation of financially viable Alternative Energy projects in British Columbia with a focus on Vancouver Island. Our goals are built with collaboration and partnerships as our main focus.

We are offering, in partnership with other Municipalities, Regional Districts and Organizations to build common infrastructure in an important waste reduction area. **Our goal is to create a Vancouver Island wide waste cooking oil recycling, Bio-Fuels production and distribution network where members of the various Bio-Fuel and Fuel Co-ops on the island can access 100% Bio-Fuel from Card Lock pumps in all major centres from Victoria up to Port Hardy.** The health, economic and environmental benefits of Bio-Fuel from Waste Cooking Oil are clear. Reductions in CO2 emissions, particulates, sulphur oxide, and reductions in harmful emissions which can cause cancer and emphysema are all improved with a move towards Bio-Fuel.

One of our innovative approaches to this project is to collect the feedstock for this Bio-Fuel Network corridor from **RESIDENTIAL** Waste Cooking Oils. While we also have access to Waste Cooking Oil from restaurants, a large and currently unrealized amount, from homes is being poured into the sewers and the waste stream. This causes considerable cost to that waste infrastructure, can create blockages and other damage. With coordination and a plan, this cost can be greatly reduced. In the CRD alone it is estimated that over 1 million litres are dumped into the waste stream annually representing 60% of all Fat, Oil and Grease entering the system. Our plan, with your help, is to place **waste oil kiosks** up and down the island, that are similar to the ones we have in our partnership with the Cowichan Valley Regional District to give home owners a place to drop off their jugs of waste oil to be recycled. This has been very successful in our local piloting.

We look forward to receiving a letter of support for this important plan at your earliest convenience to #1-55 Station Street, Duncan, B.C. V9L 1M2 or miles@cowichanenergy.org. Thank You!

In respect and friendship,


Miles Phillips – President,
Cowichan Energy Alternatives Society

RECEIVED

MAR 10 2010

Mayor and Council
Town of Ladysmith

March 10, 2010

Invitation: Total Physical Response – Hul'qumi'num For Beginners

Mayor Hutchins and Council members,

'li tseep 'o' 'eli' 'ul'? Team Tomorrow is a group of 6 participants in the Leadership BC – Central Vancouver Island program. This eight-month program develops core competencies specific to each individual and provides a conducive learning environment that stimulates leadership skills and qualities for individuals to use in their personal lives and potentially greater community.

Each group must participate in a community project. Team Tomorrow has chosen to work with the Stz'uminus First Nations. Our initiative focuses on cultural exchange and relationship building. Pearl Harris and Buffy David, language instructors, are leading a workshop that integrates a learning technique called Total Physical Response. TPR is a method to teach language quickly in an easy-to-learn, fun atmosphere. TPR introduces language through the use of simple commands and phrases that have students demonstrate their understanding through action responses. Benefits of TPR include rapid understanding of language, introduction of culture, and opportunity for long-term retention. It is designed to have minimal stress for both students and instructors.

Team Tomorrow is seeking participation from Ladysmith Mayor/Council as well as interested staff. Hosted on traditional First Nations' lands the workshop takes place Monday, May 17, 2010 at the Sul Xwe:n Le Lum "Elder's Building" at 394 Shell Beach Road. This full-day workshop features a meet and greet with continental breakfast, networking, lunch, and learning. Registration is \$35 and includes an exciting day of participating in Total Physical Response – Hul'qumi'num For Beginners.

As community leaders, your participation would be recognized and greatly appreciated.

Interested parties can make contact with Team Tomorrow at teamtomorrow@hotmail.com for further information or a registration form.

Huy ch q'u,

Team Tomorrow

Scott Bastian, Lisa House, Shelley Jones, Victoria Parry, Jason Smetschka, Heather Tombs