



GOVERNMENT SERVICES COMMITTEE

MONDAY, NOVEMBER 15, 2010
6:00 P.M.

COUNCIL CHAMBERS, CITY HALL
410 ESPLANADE

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

COUNCILLOR DUCK PATERSON, CHAIR

Page

1. CALL TO ORDER

2. AGENDA APPROVAL

3. MINUTES

3.1. October 18, 2010

4. DELEGATIONS

None

5. CITY MANAGER'S REPORT

6. REPORTS

6.1. Solid Waste Collection

6.2. Fire Chief's Report – October 2010

6.3. Building Inspector's Report – October 2010

6.4. Trolley Report – October 2010

6.5. Coastal Animal Control Services – October 2010 Pound Report

7. MEMBER SUBMISSIONS

8. CORRESPONDENCE

Elizabeth Newcombe, Central Vancouver Island Crisis Society
Re: RCMP Appreciation Night

Provided for Council member consideration of attendance at the Central Vancouver Island Crisis Society RCMP Appreciation Night on February 12, 2011

9. NEW BUSINESS

10. UNFINISHED BUSINESS

11. ADJOURNMENT



LADYSMITH

**TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE
MONDAY, OCTOBER 18, 2010 – 5:30 P.M.**

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins	Councillor Steve Arnett	
Councillor Jillian Dashwood	Councillor Lori Evans	Councillor Duck Paterson
Councillor Bruce Whittington		

COUNCIL MEMBERS ABSENT:

Councillor Scott Bastian

STAFF PRESENT:

Ruth Malli	Felicity Adams	Joe Friesenhan
Chris Trumpy	Joanna Winter	

CALL TO ORDER Councillor Paterson called the meeting to order at 5:32 p.m.

AGENDA APPROVAL Councillor Paterson requested the Committee’s consideration of the following addition to the agenda:

- Increasing Trolley Ridership

2010-083 It was moved, seconded and carried that the agenda be adopted as amended.

MINUTES

2010-084 It was moved, seconded and carried that the Government Services Committee minutes of September 20, 2010 be adopted as circulated.

DELEGATION

**Alex Stuart, Gene Pearce
My Safe Ride Home Program**

Mr. Stuart and Mr. Pearce requested Council’s endorsement of and participation in the Safe Ride Home Card program in the Town of Ladysmith, and requested Council’s consideration of volunteering to be a pilot community should the provincial government implement a pilot program in conjunction with the new drinking and driving legislation.

The Committee agreed to consider the requests from Mr. Stuart and Mr. Pearce under New Business.

**CITY MANAGER'S
REPORT**

2010-085

It was moved, seconded and carried that the City Manager's Report for the Third Quarter of 2010 be received.

**DIRECTORS' THIRD
QUARTER REPORTS**

2010-086

Director of Corporate Services

It was moved, seconded and carried that the Third Quarter Report from the Director of Corporate Services be received.

2010-087

Director of Development Services

It was moved, seconded and carried that the Third Quarter Report from the Director of Development Services be received.

2010-088

It was moved, seconded and carried that the Committee recommend to Council that staff be directed to prepare recommendations for Council regarding a strategy and process for development of a Secondary Suite Bylaw.

2010-089

Director of Parks, Recreation and Culture

It was moved, seconded and carried that the Third Quarter Report from the Director of Parks, Recreation and Culture be received.

2010-090

Director of Public Works

It was moved, seconded and carried that the Third Quarter Report from the Director of Public Works be received.

2010-091

Raising Backyard Hens in Residential Zones

It was moved, seconded and carried that the Committee recommend to Council that Staff be directed to pursue the issue of allowing the harbouring of a maximum of four hens in zones that permit single family residential use, excluding the MP-1 (Mobile Home Park) Zone, in order to permit the raising of the hens on Single Family lots 460 square metres and greater in area, and that information be made available to the public in this regard.

Councillors Arnett and Dashwood were opposed.

2010-092

Sewage Treatment – Solids Handling Phase II

It was moved, seconded and carried that the Committee recommend that Council:

1. Authorize the purchase of two Salsnes Filters; and
2. Authorize the design and tender for the installation of the Salsnes Filters at the Waste Water Treatment Plant in a location separate from the existing ATADs.

The Government Services Committee recommended that the project engineers, Dayton and Knight, be invited to address Council at the earliest possible opportunity.

2010-093 **Hydraulic Energy Recovery Options**
It was moved, seconded and carried that the Committee recommend to Council that consideration of hydraulic energy recovery be included in the 2011 Financial Plan process.

2010-094 **Holland Creek Water Main Crossing**
It was moved, seconded and carried that the Committee recommend to Council that improvements to the Holland Creek water supply be referred to the 2011 Financial Plan process.

2010-095 **Sign Permitting Process**
It was moved, seconded and carried that the Committee recommend to Council that a two-phase process for simplifying the permitting process for business signage be pursued.

2010-096 **Recess**
It was moved, seconded and carried that this meeting of the Government Services Committee recess at 7:52 p.m. and that it reconvene following the Regular Council meeting.

P. Durban and J. Friesenhan left the meeting.

2010-097 It was moved, seconded and carried that the Government Services Committee meeting reconvene at 7:44 p.m.

2010-098 **Dunsmuir's Rail Car**
It was moved, seconded and carried that it be recommended to Council that staff be requested to pursue negotiations with the Port Alberni Museum for a possible exchange of artefacts.

2010-099 **Fire Chief's Report – September 2010**
It was moved, seconded and carried that the Fire Chief's Report for September 2010 be received.

2010-100 **Building Inspector's Report – September 2010**
It was moved, seconded and carried that the Building Inspector's Report for September 2010 be received.

2010-101 **Trolley Report – September 2010**
It was moved, seconded and carried that the Trolley Report for September 2010 be received.

2010-102 **Coastal Animal Control Services – September 2010 Pound Report**
It was moved, seconded and carried that the report from Coastal

Animal Control Services for September 2010 be received.

CORRESPONDENCE

**Donna Blyth
Height Restrictions on Hedges**

2010-103

It was moved, seconded and carried that the Committee recommend to Council that staff be requested to prepare a report on the issues regarding the height of hedges contained in the letter from Donna Blyth received on October 8, 2010, including investigating other municipalities' practices in this regard.

NEW BUSINESS

Ladysmith Trolley

2010-104

It was moved, seconded and carried that the Committee recommend to Council that a meeting of the Trolley Committee be convened to conduct a review of routes and ridership; to investigate ways to increase ridership on regular routes, to work with stakeholder community groups, and to consider options for renting out the Trolley for community events.

2010-105

My Safe Ride Home Program

It was moved, seconded and carried that the Committee recommend to Council that staff be requested to investigate the My Safe Ride Home Program and report back at the next Council meeting.

ADJOURNMENT

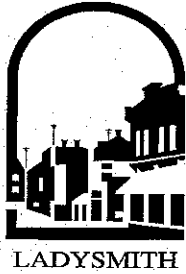
2010-106

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 8:26 p.m.

Chair (Mayor R. Hutchins)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)



Town of Ladysmith
STAFF REPORT

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

Re: **SOLID WASTE COLLECTION**

RECOMMENDATION(S):

That the Committee recommend to Council that the waste collection fee be increased from \$13 per household per month to \$14 per household per month effective January 1, 2011.

PURPOSE:

To increase the monthly solid waste collection fee in order to cover the increased costs of the solid waste collection function.

INTRODUCTION/BACKGROUND:

The current charge for solid waste collection (garbage) is \$13 per household per month. The rate has not been adjusted since 2006, when it was raised from \$10 to \$13 per month. At that time, the increase was a result of monthly garbage collection cost increases of \$2.76 for solid waste (from \$6.74 to \$9.50) and organic collection of \$.85.

In January 2010, the garbage collection contract was authorized by Council. This contract, effective September 2010, costs the Town \$10.95 per month (up from \$9.50) for the collection of waste and recycling and \$.95 per month (up from \$.85) for organics collection.

For 2011, the total increased cost of the new contract is approximately \$20,000.

SCOPE OF WORK:

An amendment to the bylaw to reflect new rate structure will be required.

ALTERNATIVES:

Council could choose to

- Maintain rates at current levels (not recommended as the user-pay cost would be transferred to taxation.)
- Increase monthly waste collection charges as recommended.

FINANCIAL IMPLICATIONS:

Council has a user-pay cost recovery policy for solid waste collection. The new rate structure is consistent with this model.

LEGAL IMPLICATIONS:

N/A

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

This will require effective communication with citizens in order to mitigate concerns about a rate increase.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Corporate Services will prepare the bylaw change.

RESOURCE IMPLICATIONS:

The work required to implement a rate increase will be complete in-house.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

N/A

ALIGNMENT WITH STRATEGIC PRIORITIES:

"Pay as you go" and user-pay cost recovery for waste collection services strategies are aligned with the objective of Wise Financial Management in the Town's Strategic Plan.

SUMMARY:

Council approved a rate increase for the waste collection service in January, 2010, to come into effect in September, 2010. Current user fees do not cover this increase.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

"None".



Ladysmith Fire / Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5
 Phone: 250-245-6436 • Fax: 250-245-0917



FIRE CHIEF'S REPORT

MONTH: **October**, 2010

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YEAR'S TOTALS
Alarms Activated: Pulled Station			1			1							2
By mistake	1	1		2	2	1	2	1	3				13
Electrical problem						2			2				4
Due to cooking		2		2		2	1	4	3	2			16
Assistance					1								1
Burning Complaint		1			3	1	2	2					9
Fire: Structure	1			1	1	2	4		1				10
Chimney				2									2
Interface / Bush					2				1				3
Vehicle		1			1					1			3
Other	1					2	2		1				6
Hazardous Materials		1		1		1		1		1			5
Hydro Lines: Down / Fire			1	1					1				3
Medical Aid			4	2	1	2	2	1	4	4			20
Mutual Aid	2	1		1		2							6
MVI		5	5	5	6	2	3	4		1			31
Rescue													
MONTH TOTALS (not incl. Practises)	5	12	11	17	17	18	16	13	16	9			134
Practises (Totals for each Month)	4	4	5	4	4	5	4	5	4	4			43

ALARMS ACTIVATED (location/owner):

- 624 Nash Place (cooking)
- 1193 Stillin Drive (cooking)

COMPARISONS:

Year to Date / 10 134 (excl. practises)
 Year to Date / 09 130 (excl. practises)
 Year to Date / 08 165 (excl. practises)

APPROVED:

Ray Delcourt
 Fire Chief

TOWN OF LADYSMITH BUILDING PERMIT SUMMARY OCTOBER 2010

Commercial	Industrial	Institutional	(New) Residential	# Dwelling Units	Residential Adds / Renos / Demos	Permits with construction value	Permits without construction value	Permits For Year To Date	Bldg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values This Year
					\$ 6,950	2	0	112	\$ 108	\$ 6,950	\$ 13,236,163

SUMMARY - YEAR TO DATE

	Commercial	Industrial	Institutional	(New) Residential	# Dwelling Units	Residential Adds / Renos / Demos	Permits with construction value	Permits without construction value	Permits For Year To Date	Bldg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values This Year
IN	\$ -	\$ -	\$ -	\$ 766,498	5	\$ 13,450	10	8	15	\$ 6,425	\$ 779,948	\$ 779,948
IB	\$ 15,000	\$ -	\$ 985,000	\$ 542,420	3	\$ 9,000	4	0	26	\$ 10,011	\$ 1,551,420	\$ 2,331,368
AR	\$ 125,000	\$ -	\$ -	\$ 2,559,484	10	\$ 45,000	2	1	40	\$ 19,111	\$ 2,729,484	\$ 5,060,852
PR	\$ -	\$ -	\$ -	\$ 1,363,888	7	\$ 42,580	5	3	55	\$ 11,483	\$ 1,406,468	\$ 6,467,320
AY	\$ -	\$ -	\$ 247,000	\$ 1,430,326	9	\$ 84,562	5	1	71	\$ 11,869	\$ 1,761,888	\$ 8,229,208
IN	\$ -	\$ -	\$ 5,000	\$ 637,416	4	\$ 70,000	2	1	79	\$ 4,489	\$ 712,416	\$ 8,941,624
IL	\$ -	\$ -	\$ 2,478,000	\$ 524,076	3	\$ 41,040	3	3	90	\$ 17,904	\$ 3,043,116	\$ 11,984,740
JG	\$ 5,000	\$ -	\$ 31,000	\$ 804,662	4	\$ 31,670	5	3	104	\$ 16,001	\$ 872,332	\$ 12,887,072
EP	\$ -	\$ -	\$ -	\$ 362,381	2	\$ 9,760	3	1	0	\$ 2,916	\$ 372,141	\$ 13,229,213
DT	\$ -	\$ -	\$ -	\$ -	0	\$ 6,950	2	0	2	\$ 108	\$ 6,950	\$ 13,236,163
DV	\$ -	\$ -	\$ -	\$ -	0	\$ -	0	0	0	\$ -	\$ -	\$ -
EC	\$ -	\$ -	\$ -	\$ -	0	\$ -	0	0	0	\$ -	\$ -	\$ -
JTAL	\$ 145,000	\$ -	\$ 3,746,000	\$ 8,991,151	47	\$ 354,012	41	21	11	\$ 100,317	\$ 13,236,163	\$ -

of Demolitions for month = 0 , for YTD = 11

# DWELLING UNITS./VALUE	YEAR TO DATE / 10	YEAR TO DATE / 09	YEAR TO DATE / 08
	59 \$ 8,991,151	36 \$ 4,835,149	71 \$ 7,898,613

PERMITS ISSUED / VALUE	YEAR TO DATE / 10	YEAR TO DATE / 09	YEAR TO DATE / 08
	116	130	130

PERMITS ISSUED / VALUE	YEAR TO DATE / 10	YEAR TO DATE / 09	YEAR TO DATE / 08
	\$ 13,236,163	\$ 9,950,569	\$ 12,107,611

Building Inspector, Tom Skarvig

TOWN OF LADYSMITH

LADYSMITH TROLLEY BUS ACTIVITY REPORT - Trolley 103/105

October, 2010

Day	Date	Passenger Count	Fuel Litres	KM Start	KM Finish	Weather	Wheel Chairs	Service Dogs	Bikes
Fri	1	132	72	66527	66737	Sun	2	0	5
Sat	2	70	66	66737	66949	Sun/Cloud	0	0	4
Sun	3								
Mon	4	102	71	66949	67161	Sun/Cloud	0	0	0
Tues	5	91	68	67161	67374	Sun	1	1	2
Wed	6	70	74	67374	67585	Sun	1	1	0
Thurs	7	123	87	67585	67796	Sun/Cloud	0	2	4
Fri	8	87	71	67796	68010	Rain	0	0	3
Sat	9	68	71	68010	68222	Rain	0	1	3
Sun	10								
Mon	11	Stat							
Tues	12	85	71	68222	68435	Sun/Cloud	0	1	2
Wed	13	76	80	68435	68645	Sun/Cloud	1	2	4
Thurs	14	109	72	68645	68858	Cloud	0	0	1
Fri	15	95	73	68858	69065	Sun/Rain/Cloud	1	1	2
Sat	16	79	74	69065	69131	Sun/Rain/Cloud	0	0	1
Sun	17								
Mon	18	125	67	69131	69345	Sun/Rain	1	0	2
Tues	19	74	62	69345	69558	Sun	0	0	2
Wed	20	97	80	69558	69770	Sun	2	0	3
Thurs	21	126	74	69770	69983	Sun/Rain	2	0	2
Fri	22	94	74	69983	70196	Sun/Rain/Cloud	2	0	1
Sat	23	76	67	70196	70407	Cloud/Rain	1	0	2
Sun	24								
Mon	25	85	67	70407	70619	Cloud/Rain	0	1	2
Tues	26	93	80	70619	70832	Cloud/Rain	0	2	3
Wed	27	89	72	70832	71044	Cloud/Rain	0	0	1
Thurs	28	86	85	71044	71259	Cloud/Rain	0	0	0
Fri	29	95	67	71259	71472	Cloud/Rain	0	1	2
Sat	30	61	67	71472	71688	Sun/Cloud/Rain	0	1	2
TOTAL		2288	1812				14	14	53

DONATIONS FOR OCTOBER 2010 \$579.43

DONATIONS YEAR-TO-DATE \$6,683.44

AVERAGE DAILY RIDER COUNT FOR OCTOBER 2010 - 92

RECEIVED
NOV - 2 2010

COASTAL ANIMAL CONTROL SERVICES OF BC LTD

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

TOWN OF LADYSMITH POUND REPORT

October 2010

Disposition of Impounded Dogs	Current Month	2010 Totals
Stray dogs impounded	3	16
Stray dogs claimed	3	16
Stray dogs put up for adoption	0	0
Stray dogs euthanized	0	0
Stray livestock / cats	0	0
Other	0	1
Calls Received and Investigated	3	70
Aggressive dogs	0	11
Dogs at large	3	32
Noise (barking) complaints	0	17
Other non specific dog related calls	0	9
Wildlife / livestock / cats	0	1
After hour call outs	1	9
Monthly Pound and Board Fees Collected	\$325.00	\$1995.00
Impound fees	\$250.00	\$1350.00
Daily board fees	\$75.00	\$645.00
Tickets issued	0	0
Unlicenced dog	\$0	\$0
Dog at large	\$0	\$0
Dangerous dog at large	\$0	\$0
Habitually noisy	\$0	\$0
Licencing Statistics		
	Tags	2
	Revenue	\$70.00
		16
		\$500.00

Judi Burnett

CAS Summary of Service Calls, Ladysmith

3 calls in total

01-Oct-10 to 31-Oct-10

Issue	Call #	Received	Type	Completed
At large		1		
	808	30-Oct-10	Dog	01-Nov-10
Confined		2		
	807	25-Oct-10	Dog	28-Oct-10
	806	06-Oct-10	Dog	06-Oct-10



Central Vancouver Island
Crisis Society
a United Way Agency

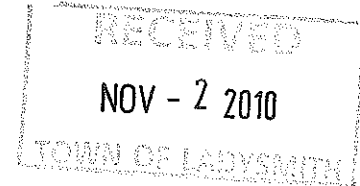
Vancouver Island
Crisis Line

Govt Services



October 27, 2010

Town of Ladysmith
Attn: Mayor Rob Hutchins
410 Esplanade
Ladysmith, BC
V0R 2E0



Dear Mr. Hutchins,

Come & help us celebrate 40 years of crisis line service along with recognizing and appreciating our local RCMP. We have a good news story to share with this community. The Central Vancouver Island Crisis Society was the successful agency to be awarded the Vancouver Island Health Authority contract to provide Island wide crisis line service from right here in Nanaimo.

Our fourth and final RCMP Appreciation Night is scheduled for February 12, 2011, from 5:00 pm to midnight. Come and share a gourmet dinner supplied by 24 Carrot Catering, entertainment, music, dancing, and lots of surprises for the evening. This will be a night of fun and celebration. We hope you will all consider joining us.

There are several ways you may want to join us in being a part of this evening:

1. **Become an *Event Partner* or *Event Associate*** – The opportunities' details are attached; or
2. **Sponsor a table for \$600** – Sponsorship includes dinner service for six of your appointed guests as well as hosting an RCMP officer and their escort at your table for the evening. Your participation as a table sponsor will be announced at the event and be recognized in our program. **(Businesses that sponsor a table before December 15, 2010, will receive a discount of \$50.)**

The previous successes of this event have been a direct result of the businesses coming together to support and appreciate our RCMP members and all they do for our community. We look forward to hearing from you and welcome your participation.

There will be limited seating so please contact Elizabeth Newcombe at 250-753-2495 or email at Elizabeth@cvics.ca if you have any questions about the event and to reserve your space now.

Sincerely,

Elizabeth Newcombe
Executive Director

Serving the Island Community