



GOVERNMENT SERVICES COMMITTEE

MONDAY, MARCH 19, 2012

5:30 P.M.

COUNCIL CHAMBERS, CITY HALL

410 ESPLANADE

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

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COUNCILLOR STEVE ARNETT, CHAIR	
CALL TO ORDER	
1. AGENDA APPROVAL	
2. MINUTES	
2.1. February 20, 2012	1 - 4
3. DELEGATIONS	
3.1. Harmony Huffman, Brian Dennison – Cowichan Valley Regional District Recycling & Waste Management – Peerless Road Collection Depot	
4. STAFF / ADVISORY COMMITTEE REPORTS	
4.1. District Energy (verbal report by the Director of Infrastructure Services)	
4.2. Building Inspector's Report – February 2012	5
4.3. Trolley Report – February 2012	6
4.4. Fire Chief's Report – February 2012	7
4.5. Coastal Animal Control Services – February 2012 Pound Report	8-9
5. MEMBER SUBMISSIONS	

6. CORRESPONDENCE**6.1. Sandra Taylor
Davis Road Sidewalk****10 – 11**Staff Recommendation

That the Committee consider whether it wishes to refer the correspondence from Sandra Taylor regarding a proposed sidewalk on Davis Road between Davis Road Elementary School and Hall Road to staff for review and recommendation.

**6.2. Brian Van Acker, Royal Canadian Legion Branch #171, Ladysmith
Permissive Property Tax Exemption****12 – 13**Staff Recommendation

That the Committee consider whether it wishes to refer the request from the Ladysmith Branch of the Royal Canadian Legion for Permissive Property Tax Exemption to staff for review and recommendation.

7. NEW BUSINESS**8. UNFINISHED BUSINESS****8.1. Royal Canadian Mounted Police Ladysmith Detachment –
Request for Confirmation of Policing Priorities for 2012/2013**

Council will recall that at the Government Services Committee meeting of February 20, 2012, RCMP Staff Sergeant Larry Chomyn requested Council feedback on the following policing priorities for the Ladysmith Detachment in 2012/2013:

- Property Crime Reduction
- Prolific Offenders
- Police Visibility
- Traffic
- Community Policing

It is now appropriate for Council to consider whether it wishes to endorse the above-noted priorities or propose amendments to the list.

ADJOURNMENT



LADYSMITH

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

MONDAY, FEBRUARY 20, 2012

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett, Chair
Councillor Jillian Dashwood
Mayor Rob Hutchins
Councillor Glenda Patterson

Councillor Bill Drysdale
Councillor Gord Horth
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli
Felicity Adams
Joanna Winter

Sandy Bowden
Pat Durban

Erin Anderson
John Manson

CALL TO ORDER

Councillor Arnett called the meeting to order at 6:00 p.m.

AGENDA APPROVAL

Councillor Arnett requested the Committee's consideration of the following addition to the agenda:

7.1 Regional Visitor Information Centre Funding – Cowichan Valley Regional District

GS 2012-005

It was moved, seconded and carried that the agenda for the Government Services Committee meeting of February 20, 2012 be adopted as amended.

MINUTES

GS 2012-006

It was moved, seconded and carried that the minutes of the Government Services Committee meeting held January 16, 2012 be adopted as circulated.

DELEGATIONS

S/Sgt. Larry Chomyn, Ladysmith Detachment, Royal Canadian Mounted Police

Introduction and 2012 Priorities

Chairperson Arnett welcomed S/Sgt Chomyn to the Town of Ladysmith on behalf of Council. S/Sgt Chomyn introduced himself and requested that Council consider priorities that could be included in the Ladysmith Detachment's 2012/2013 Performance

Plan.

It was suggested that the Detachment continue providing information regarding issues affecting businesses in the downtown area and consider increasing a marine presence in the Ladysmith harbour.

Council thanked S/Sgt. Chomyn and agreed to follow up with feedback on proposed priorities for the Ladysmith RCMP Detachment once Council has had a chance to consider them.

STAFF REPORTS

GS 2012-007

Closed Meetings Best Practices

It was moved, seconded and carried that the Committee recommend to Council that the following "Best Practices" for all closed meetings be adopted:

1. Establish whether or not the "meeting" constitutes a formal meeting thereby triggering the requirement to comply with the legislation (Sec. 90 Community Charter).
2. Ensure all closed meeting notices:
 - a) are prepared in accordance with the legislation;
 - b) that specific reasons for closing the meeting are stipulated (Sec. 90 and 92 Community Charter); and,
 - c) are posted on public bulletin boards and on the Town's website.
3. Ensure the public is aware that, upon request, their name(s) will be included on the email distribution list for Council and Committee agendas and minutes.
4. Ensure that a resolution is adopted in the open meeting authorizing the Council to close the meeting to the public and that the resolution is read out in its entirety. Three components of the resolution are:
 - a) The fact that the meeting or part of the meeting is to be closed;
 - b) The basis on which the meeting is to be closed; and,
 - c) The specific paragraph from Sec. 90 that requires or authorizes the closure
5. Use the special authority to waive notice of a special closed meeting only under exceptional circumstances.
6. Keep discussion focussed on subjects as stipulated in the notice.

7. NEVER vote on readings or adoption of a bylaw.
8. Ensure that minutes include all meeting attendees.
9. Review closed meeting minutes bi-annually and “rise and report” on items as deemed appropriate.

GS 2012-008

Conventional Transit Services Expansion 2012-2014

It was moved, seconded and carried that the Committee recommend to Council that the proposed expansion of Cowichan Valley Regional District transit services to Ladysmith and Area G be referred to staff for review, in conjunction with staff of the Cowichan Valley Regional District and BC Transit, and that a response to the Cowichan Valley Regional District be prepared prior to May 31, 2012.

Councillors noted that the report should consider routes and a cost/benefit analysis.

GS 2012-009

Building Inspector's Report

It was moved, seconded and carried that the Building Inspector's Reports for December 2011 and January 2012 be received

GS 2012-010

Trolley Report

It was moved, seconded and carried that the Trolley Reports for December 2011 and January 2012 be received.

GS 2012-011

Ladysmith Fire/Rescue Report

It was moved, seconded and carried that the Ladysmith Fire/Rescue reports for December 2011 and January 2012 be received.

GS 2012-012

Coastal Animal Control Services – Pound Report

It was moved, seconded and carried that the Pound Reports from Coastal Animal Control Services for December 2011 and January 2012 be received.

CORRESPONDENCE

GS 2012-013

**Clive Fisher, Ladysmith Maritime Society
Town of Ladysmith Banner and Sign Stations**

It was moved, seconded and carried that the Committee recommend to Council that staff be requested to review the growing demand for the promotion of community events at the town's sign and banner stations, and report back to the Committee with findings and recommendations, as requested by Cliff Fisher in his correspondence dated February 8, 2012.

NEW BUSINESS

GS 2012-014

Cowichan Valley Regional District – Regional Visitor Information Centre Funding

It was moved, seconded and carried that the Committee recommend to Council that the Town of Ladysmith support in principle Option Four as laid out in the Staff Report on Regional Visitor Services from the Cowichan Valley Regional District dated February 16, 2012.

ADJOURNMENT

GS 2012-015

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 6:46 p.m.

Chair (Councillor S. Arnett)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)



TOWN OF LADYSMITH
 Building Permit Summary - February, 2012

	Commercial		Industrial		Institutional		Residential (NEW)		Residential Adds, Renos, Other		Dwelling Units	Total Permits	Bldg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values Year to Date 2012
	No. of Permits	Values	No. of Permits	Values	No. of Permits	Values	No. of Permits (new res)	Values	No. of Permits	Values					
FEB	0	\$0	0	\$0	1	\$5,000	4	\$1,184,697	4	\$125,975	7	9	\$8,936	\$1,315,672	\$2,209,402

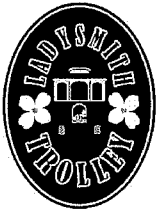
Year to Date

JAN	1	\$488,275	0	\$0	0	\$0	2	\$357,315	2	\$48,140	4	5	\$11,573	\$893,730	\$893,730
FEB	0	\$0	0	\$0	1	\$5,000	4	\$1,184,697	4	\$125,975	7	9	\$8,936	\$1,315,672	\$2,209,402
MAR															
APR															
MAY															
JUNE															
JUL															
AUG															
SEP															
OCT															
NOV															
DEC															
TOTAL	1	\$488,275	0	\$0	1	\$5,000	6	\$1,542,012	6	\$174,115	11	14	\$20,509	\$2,209,402	

Demos Mth	#DU	Value	Demos YTD	Value
	0		0	

Comparison	#DU	Value	#BP	Value
YTD 2012	11	\$1,542,012	14	\$2,209,402
YTD 2011	8	\$1,236,406	26	\$1,391,646
YTD 2010	8	\$1,308,918	26	\$2,317,918

Tom Skarvig, Building Inspector



TOWN OF LADYSMITH
TROLLEY BUS ACTIVITY REPORT - Trolleys 103/105
February 2012

Day	Date	Passenger Count	Fuel Litres	KM Start	KM Finish	Weather	Wheel Chairs	Service Dogs	Bikes
Wed	1	42	79	139857	140072	Sun	0	0	0
Thu	2	51	75	140072	140282	Sun	0	0	0
Fri	3	46	69	140282	140498	Sun/Cloud	0	0	1
Sat	4	47	68	140798	140715	Sun/Cloud	0	0	0
Sun	5								
Mon	6	65	85	88053	88200	Sun	0	0	1
Tue	7	55	90	88260	88460	Sun	0	0	1
Wed	8	38	93	140720	140934	Rain	0	0	0
Thu	9	69	84	140924	141147	Rain	0	0	0
Fri	10	49	70	141147	141363	Rain	0	0	0
Sat	11	54	68	141363	141580	Sun/Cloud/Rain	0	0	0
Sun	12								
Mon	13	52	69	141580	141796	Sun/Cloud/Rain	0	0	0
Tue	14	45	77	141796	142010	Sun/Cloud/Rain	0	0	1
Wed	15	78	74	142010	142222	Sun/Cloud	0	0	0
Thu	16	46	75	142224	142434	Rain	0	0	0
Fri	17	51	73	142434	142649	Rain	0	0	0
Sat	18	42	71	142649	142866	Rain	0	0	0
Sun	19								
Mon	20	46	71	142866	143083	Rain	0	2	0
Tue	21	52	85	143083	143293	Cloud/Rain	0	0	0
Wed	22	44	72	143293	143506	Sun	0	0	2
Thu	23	48	74	143506	143720	Sun/Cloud	1	0	1
Fri	24	44	70	143720	143936	Rain	0	0	0
Sat	25	53	69	143936	144152	Sun/Cloud/Rain	0	0	0
Sun	26								
Mon	27	41	81	144200	144416	Sun	1	0	1
Tue	28	44	74	144416	144628	Cloud/Rain	0	0	0
Wed	29	17	73	144628	144840	Sun/Cloud/Rain	0	0	0
TOTAL		1219	1889				2	2	8

SINGLE FARE FEB 2012 - \$634.54

MONTHLY PASSES FEB 2012 - \$263.99

FEB 2012 Total \$898.53

AVERAGE DAILY RIDER COUNT FOR FEB 2012 - 49



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: **FEBRUARY**, 2012

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YEAR'S TOTALS
Alarms Activated: Pulled Station													
By mistake	1												1
Electrical problem		1											1
Due to cooking													
Assistance		2											2
Burning Complaint		2											2
Fire: Structure		1											1
Chimney	4	3											7
Interface / Bush													
Vehicle	1	1											2
Other	1	3											4
Hazardous Materials													
Hydro Lines: Down / Fire													
Medical Aid													
MVI	3	1											4
Rescue													
Mutual Aid provided by Ladysmith to outside areas	1												1
MONTH TOTALS (not incl. Practises)	11	14											25
Practises (Totals for each Month)	5	4											9
Mutual Aid requested by Ladysmith from outside areas	1	0											1

ALARMS ACTIVATED (location/owner):

1. Seaview Apartments (water leak)

COMPARISONS:

Year to Date / 12 25 (excl. practises)

Year to Date / 11 33 (excl. practises)

Year to Date / 10 17 (excl. practises)

7

APPROVED:

Ray Stewart
 Fire Chief

COASTAL ANIMAL CONTROL SERVICES OF BC LTD

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

TOWN OF LADYSMITH POUND REPORT

February 2012

Disposition of Impounded Dogs	Current Month	2012 Totals	
Stray dogs impounded	4	5	
Stray dogs claimed	3	4	
Stray dogs put up for adoption	0	0	
Stray dogs euthanized	0	0	
Stray livestock / cats	0	0	
Other (dog surrendered to SPCA)	1	1	
Calls Received and Investigated	11	17	
Aggressive dogs	0	0	
Dogs at large	5	6	
Confined dog	4	5	
Noise (barking) complaints	1	2	
Other non specific dog related calls	1	4	
Wildlife / livestock / cats	0	0	
After hour call outs	0	0	
Monthly Pound and Board Fees Collected	\$300.00	\$410.00	
Impound fees	\$250.00	\$350.00	
Daily board fees	\$ 50.00	\$ 60.00	
Tickets issued	0	0	
Unlicenced dog	\$00.00	\$00.00	
Dog at large	\$00.00	\$00.00	
Dangerous dog not muzzled (12e)	\$0	\$00.00	
Habitually noisy	\$0	\$0	
Licencing Statistics	Tags	1	7
	Revenue	\$5.00	\$165.00

Judi Burnett

RECEIVED

MAR 05 2012

CAS Summary of Service Calls, Ladysmith

11 calls in total

01-Feb-12 to 29-Feb-12

Issue	Call #	Received	Type	Completed
At large		5		
	944	22-Feb-12	Dog	27-Feb-12
	942	21-Feb-12	Dog	22-Feb-12
	940	14-Feb-12	Dog	
	938	08-Feb-12	Dog	21-Feb-12
	937	03-Feb-12	Dog	03-Feb-12
Confined		4		
	946	28-Feb-12	Dog	02-Mar-12
	945	27-Feb-12	Dog	27-Feb-12
	943	22-Feb-12	Dog	24-Feb-12
	941	20-Feb-12	Dog	21-Feb-12
Noisy		1		
	936	01-Feb-12	Dog	07-Feb-12
Other		1		
	939	11-Feb-12	Dog	23-Feb-12

MAX 05 2012

To: Town of Ladysmith Council

From: Mrs. Sandra Taylor
PO Box 2156 Ladysmith, B.C.
V9G-1B6

RECEIVED
FEB 20 2012

Re: SIDEWALK on Davis Road from Davis Road Elementary School to Hall Road

Dear Council,

I recently read in *Take 5* magazine that community feedback is welcome by Ladysmith Town Council on both February 6 and February 20 2012.

Ladysmith is a wonderful small community, and, like many other small, vibrant communities, is experiencing growth in size with regards to population, business, and, notably, new housing.

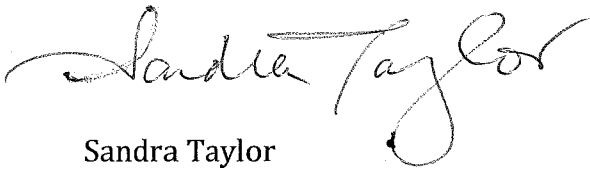
Davis Road may at one time have been just another street within the community but, in the years since moving here I have witnessed Davis Road become a major artery to this area. Not only does Davis Road connect the Highway to the Coronation Shopping Mall ALL traffic from the multiple subdivisions above and below Davis Road must use Davis Road to access the highway.

Since this road is an important artery to the community it is on the priority list for snow clearing in the winter. It is also on the trolley bus route.

The only section of Davis Road missing a sidewalk runs from the elementary school to the corner of Davis Road and Hall Road.

My living room window faces Davis Road and I see close calls for pedestrians on a regular basis. The section of road in question has older houses already established so they are not going to be building and adding new sidewalks as most new construction is required. This section of road is a narrow section and pedestrians walk on the gravel shoulder. It is dangerous not to have a sidewalk in place. Guests to my home park on the gravel shoulder sometimes so asking for a sidewalk is not a benefit or convenience to myself however, I would prefer to see children and other pedestrians be safe rather than to find myself calling for an ambulance once a pedestrian is hit. Furthermore there is no marked crosswalk at Davis Road and Hall Road and the intersection has become extremely busy. There is poor visibility due to the elevation of the landscape on one side and even to cross the street to be on a sidewalk a person cannot cross from corner to corner as the oversized intersection does not line up. A person could cross corner to corner if a new sidewalk was installed which would be safer for the children going to Davis Elementary as well as all other pedestrians. In the future this intersection might benefit from a roundabout. Major increase in traffic, close proximity to a school, trolley bus route, highway connector and no sidewalk is a modern day recipe for disaster.

Thank you for taking the time to read this letter.
With thanks and kind regards,

A handwritten signature in cursive script that reads "Sandra Taylor". The signature is fluid and elegant, with a large loop at the end of the word "Taylor".

Sandra Taylor

Royal Canadian Legion
Branch # 171 Ladysmith
621 First Avenue, Box 219, Ladysmith, B.C. V9G 1A2
email: rc1171@shaw.ca
250.245.2273

February 16, 2012

Erin Anderson
Director of Financial Services
Corporation of the Town of Ladysmith
Municipal Hall
Box 220
Ladysmith, BC
V9G 1A2

FEB 16 2012

LADYSMITH

Subject: Permissive Property Tax Exemption 2013

Dear Erin;

In September 2008, then Ladysmith Legion President, Paul Legacy presented their case based on information provided by BC/Yukon Command of the Royal Canadian Legion and successfully acquired the Permissive Tax Exemption for our Branch. At that time it was anticipated that this exemption would continue for many years to come.

Recently the Branch was advised that the Ladysmith Branch is no longer exempt and that adjustments will be made to the property taxes for 2012. Today, Paul Legacy and I are here to lobby for this exemption on behalf of our local Legion Branch.

We were informed by BC Assessment that it classifies the Ladysmith Legion as a Class 08 for the Meeting Hall and associated land and building and a Class 06 for the Lounge and associated land and building. We understand the difference. However, in the BC Assessment's view, Legions can be Permissively Exempt as a "not for profit" entity. It is entirely within the discretion of the municipality to decide what and how much it wishes to exempt permissively. Providing that the municipality gets its bylaw passed by the statutory deadlines and stays within its authority under the Community Charter, BC Assessment will give effect to the permissive exemption.

Several other municipalities have treated Legions differently;

- Parksville grants a permissive exemption for the entire Legion property,
- Qualicum (in the past) has only granted an exemption for only the Class 08 portion however, this year they have been granted an exemption for the entire property.
- Nanaimo (in the past) did not grant any exemption for its 2 Legions, however, this year they have granted an exemption to the Class 08 portion.

- The BC/Yukon Command Past President met with the Mayors and Council Members of both Vancouver and Victoria to lobby for exemptions for the Legion Branches in their respective cities.

The Ladysmith Branch of the Royal Canadian Legion has been a fixture in the Ladysmith community for over 75 years supporting our membership. Over the years, our focus was mainly towards our Veterans and their families. With changing times, we realize that in order to continue as a Service Club we need to revitalize our programs to provide support to our community in efforts to improve community spirit. We continue to maintain our facility and refurbish when possible to be more inviting for community programs and events. In order to accomplish these tasks, the Branch Lounge profits are utilized to pay for bar stock, staff wages and building maintenance. The Branch does limited in-house fundraising to cover other expenses associated with an aging building and amenities.

The monies received through BC Gaming and from the Annual Poppy Campaign go directly back to the public as donations on behalf of the Legion Branch. Many organizations from within our region have benefited from these funds;

- 2009 the Branch donated \$17,675,
- 2010 the Branch donated \$19,275, and
- 2011 the Branch donated \$23,630.

The Poppy Fund also donated significantly to the community;

- 2009 donations equated to \$7,715,
- 2010 donations equated to \$9,751, and
- 2011 donations equated to \$15,282.

It should be noted that with all of the monies received from BC Gaming and the Poppy Fund, the Branch retains only a small percentage for administrative purposes. Unexpected breakdowns of equipment and their costs to repair or replace are a real challenge for this Branch. However, we will continue to support this community to the best of our ability and therefore in your deliberations, we implore you to take these things into consideration and work in partnership with us, The Royal Canadian Legion.

In Comradeship,



Brian Van Acker
Member
Royal Canadian Legion
Branch # 171
Ladysmith