



Town of Ladysmith

GOVERNMENT SERVICES COMMITTEE

Minutes of a meeting of the Government Services Committee held in Council Chambers at City Hall
on Monday, June 16, 2008 at 6:30 p.m.

COUNCIL MEMBERS PRESENT:

Duck Paterson	Scott Bastian
Jan Christenson	Doug Fraser
Donald Fyfe-Wilson	Mayor Rob Hutchins
Rob Johnson	

STAFF PRESENT:

Ruth Malli	Rebecca Kalina
Joe Friesenhan	Felicity Adams
Caroline Spira	

The Chair, Councillor Duck Paterson, called the meeting to order at 6:02 p.m.

EXECUTIVE SESSION

2008-087: It was moved, seconded and carried that this meeting retire into Executive Session pursuant to Section 90(1) of the Community Charter.(6:02 p.m.)

Item 1: Community Charter Section 90(1) (a) 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;

Item 2: Community Charter Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Item 3: Community Charter Section 90(1)(a) 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;

Item 4: Community Charter Section 90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

Item 5: Community Charter Section 90(1)(a) 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;

Item 6: Community Charter Section 90(1)(g) litigation or potential litigation affecting the municipality;

Item 7: (Additional Item) Community Charter Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

AGENDA APPROVAL

Additional Items:
12.1 - Green House Gas Initiative
12.2 - Commercial Boat Ramp

2008-088: It was moved, seconded and carried that the agenda for the Government Services Committee meeting of Monday, June 16, 2008 be approved as amended.

MINUTES

2008-089: It was moved, seconded and carried that the minutes of the Government Services Committee meeting of Tuesday, May 20, 2008 be approved as circulated.

DELEGATIONS

Shelly Anderson, Coordinator for Success by 6, Central Vancouver Island Region; Sandy Weeks of the Ladysmith Early Years Partnership and Jacquie Nelligan, Coordinator of LaFF were in attendance to discuss the importance of early childhood (0 to 6 years) learning the "Early and Often Messaging Campaign" and their request to use community signage boards for the campaign.
Councillor D. Paterson, Chair, thanked Ms. Anderson, Ms. Weeks and Ms. Nelligan for their presentation.

2008-090: It was moved, seconded and carried that it be recommended to Council that "Early and Often" message boards be placed on the three Town Community Notice Boards when signs are not advertising community events.

REPORTS

CITY MANAGERS REPORT

R. Malli, City Manager, provided an update on projects included in her work plan:

- Application for Licence of Occupation for Lot 651 is proceeding;
- Leadership BC - Ladysmith completed a successful second year;
- CUPE 401 negotiations have been completed and the Collective Agreement has been signed;
- Malaspina University-College Institute of Leadership and Innovation are working on issues to be addressed next year;
- A draft of the Town of Ladysmith Annual Review is complete. The final copy will be available by June 30, 2008;
- Job description reviews on all Town Positions are almost complete;
- Environmental Sustainability change in direction is being worked on;
- Employee Development Learning Day scheduled for September 19, 2008;
- Implementation of the new corporate structure is underway;
- UBCM and Province of BC carbon neutral provincial guidelines are being worked on and City Manager will be part of the working team for those guidelines;
- City Hall front staff very busy with tax time.

DIRECTORS REPORTS

DIRECTOR OF PARKS, RECREATION & CULTURE

R. Malli, City Manager read a report forwarded by P. Durban, Director of Parks, Recreation and Culture as he was unable to attend the meeting.

Updates on projects included in his work plan:

- Ongoing subdivision applications;
- Completed Transfer Beach washroom upgrade;
- Beginning Aggie Hall renovation project;
- Continued work on Annual Report;
- Planning work for Frank Jameson Community Centre annual shutdown in August.

DIRECTOR OF PUBLIC WORKS

J. Friesenhan, Director of Public Works provided an update on projects included in his work plan:

- The position of Manager of Engineering Services has been filled and the incumbent will begin on July 7, 2008;
- Flushing program in progress until water restrictions are put in place;
- Transfer Beach washrooms are complete;
- New water reservoir is on-line, subsequently there have been four waterline breaks;
- Installation of Spirogester complete (600 metres of sludge were removed);
- Director of Public Works and one staff visited two sites in Oslo to view different types of sewage treatment process/plants;
- Construction has begun on water/sewer lines on Strathcona for the Habitat for Humanity

house;

- Line Painting and road crack filling program to begin soon;
- Tender request for Travellers' Hotel has been advertised and will end June 30, 2008;
- Bench for bus stop at 49th Parallel location has been ordered.

MANAGER OF DEVELOPMENT SERVICES

F. Adams, Manager of Development Services provided an update on projects included in her work plan:

- 7 Rezoning applications, 10 Development Permit application and 5 Development Variance Permits are being worked on; DVP for 303 Chemainus Road has been set for a special meeting of Council on June 26, 2008;
- Work done for the Community Meeting on June 10, 2006 and Community Visioning Process;
- Report prepared for the Annual Report;
- Meeting with consultant regarding Development Cost Charge review and report;
- The Permanent Part-time Planning position has been filled;
- BizPal has been launched in Ladysmith;
- Tourism Advisory Committee has launched tourism website. Caroline Spira, Economic Development Officer, was in attendance to introduce the website and explain features of the site.

F. Adams, Manager of Development Services and C. Spira, Economic Development Officer vacated Council Chambers at 7:10 p.m.

2008-091: It was moved, seconded and carried that it be recommended to Council that the Toilet Rebate Program be approved as presented and that the details of the program be approved as follows:

- Residents of the Town of Ladysmith connected to the water or sewer system who replace a 13 Litre or 20 Litre flush toilet in their home with a Low or Dual flush toilet shall be provided with a rebate upon the provision of satisfactory evidence of the replacement and appropriate disposal/destruction of the old toilet;
- Where the replacement toilet is a low flush model or a dual flush model, the rebate shall be \$75;
- There shall be a lifetime maximum of two rebates per residence;
- The Toilet Rebate Program shall be retro-active to May 1, 2005 and shall conclude on December 31, 2008.

2008-092: It was moved, seconded and carried that it be recommended to Council that \$20,000 from the water fund be used to fund the Toilet Rebate Program, subject to budget review.

Several amendments to the draft Toilet Rebate program brochure were discussed.

2008-093: It was moved, seconded and carried that it be recommended to Council that the educational brochure and application form for the Toilet Rebate Program be approved as amended.

2008-094: It was moved, seconded and carried that the report on the Holland Creek Watershed submitted by the Director of Public Works dated June 10, 2008 outlining the findings of Castor Consultants Ltd. be received.

2008-095: It was moved, seconded and carried that it be recommended to Council that staff be authorized to submit an application to the Ministry of Community Services Infrastructure Planning Grant Program for the Hydrogeological Component of the Liquid Waste Management Plan and that the 2008-2012 Financial Plan be amended accordingly.

2008-096: It was moved, seconded and carried that it be recommended to Council that staff be authorized to submit an application to the Ministry of Community Services Infrastructure Planning Grant Program for the Environmental Component of the Liquid Waste Management Plan and that the 2008-2012 Financial Plan be amended accordingly.

2008-097: It was moved, seconded and carried that it be recommended to Council that the Spirit Square Project (including the members and initiatives of the High Street Commons Committee) be included in the Downtown Ladysmith component of the Community Sustainable Visioning Process.

Councillor R. Johnson opposed.

CORRESPONDENCE

2008-098: It was moved, seconded and carried that it be recommended to Council that a letter be sent to P. Fletcher, Co-Organizer of Animal Aid 2008 stating Grant In Aid applications are complete for 2008 and that applications will next be accepted in early 2009.

2008-099: It was moved and seconded that it be recommended to Council that the Town of Ladysmith consent to the adoption of CVRD Bylaw No. 2942 - Air Pollution Control Service Establishment Bylaw, 2007 and the motion be tabled to give staff the ability to review and report back to Council.

MOTION DEFEATED

2008-100: It was moved, seconded and carried in that it be recommended to Council that the Town of Ladysmith consent, in principle, to the adoption of CVRD Bylaw No. 2942 - Air Pollution Control Service Establishment Bylaw, 2007, with the provision that final approval not be granted until senior staff and the Fire Chief review the Bylaw.

2008-101: It was moved, seconded and carried that it be recommended to Council that support be given for a community fundraising initiative to encourage citizens to donate a portion (\$20) of their Climate Action Dividend to a trolley fund and that Council members be requested to donate their full dividend cheques to the fundraiser.

2008-102: It was moved, seconded and carried that it be recommended to Council that the Town pursue a change in the Licence of Occupation of Water Lot C to allow commercial barge use.

2008-103: It was moved, seconded and carried that it be recommended to Council that a temporary use permit from the Province be applied for to permit commercial loading at Water Lot C in the interim while the application to amend the Licence of Occupation is being processed.

2008-104: It was moved, seconded and carried that it be recommended to Council that staff be requested to establish a commercial barge loading permit system including a fee schedule and appropriate verification by the permit holder of insurance and liability coverage.

ARISE AND REPORT

2008-105: It was moved, seconded and carried that the Executive Session of Monday, June 16, 2008 arise without report (8:51p.m.)

ADJOURNMENT

2008-106: It was moved, seconded and carried that this meeting adjourn. (8:51 p.m.)

CERTIFIED CORRECT:

Chair (Councillor D. Paterson)

