



Town of Ladysmith

GOVERNMENT SERVICES COMMITTEE

Minutes of a meeting of the Government Services Committee held in Council Chambers at City Hall on Monday, January 19, 2009 at 5:30 p.m.

COUNCIL MEMBERS PRESENT:

Duck Paterson	Steve Arnett
Scott Bastian	Jill Dashwood
Lori Evans	Mayor Rob Hutchins
Bruce Whittington	

STAFF PRESENT:

Ruth Malli	Sandy Bowden
Felicity Adams	Joe Friesenhan
Rebecca Kalina	

The Chair, Councillor Duck Paterson, called the meeting to order at 5:30 p.m.

AGENDA APPROVAL

The Chair requested the Committee's consideration of the following addition to the agenda:

8.4 Ladysmith Maritime Society - Request for Letter of Support

2009-001: It was moved, seconded and carried that the agenda for the Government Services Committee meeting of Monday, January 19, 2009 be approved as amended.

MINUTES

2009-002: It was moved, seconded and carried that the minutes of the Government Services Committee meeting of Monday, December 15, 2008 be approved as circulated.

DELEGATIONS

Robin Ramalho made a presentation to the Committee on the proposed Rain Forest Challenge Race event and requested that the Town of Ladysmith consider providing a letter of support for the event. The Chair thanked Mr. Ramalho for his presentation.

Ken Bosma, a member of the Nanaimo Airport Commission, provided the committee with an update on the Nanaimo Airport runway expansion project. The Chair thanked Mr. Bosma for his presentation.

REPORTS

The City Manager presented the Committee with a brief update on operational activities.

OCP AND ZONING BYLAW AMENDMENT APPLICATION - UPPER HOLLAND CREEK (GPM DEVELOPMENTS LTD.)

2009-003: It was moved, seconded and carried that it be recommended to Council that:

(a) staff be directed to include in Bylaw 1672, the triangular shaped area of land located generally west of the hydro line containing Lot 3, Block 1399, Oyster District, Plan VIP75559 Except Part in Plan VIP80608 and other parcels within the Town's urban containment boundary;

(b) Council give first and second reading to Bylaw 1672 and Bylaw 1673,

(c) the Public Hearing for this application be scheduled for March 2, 2009,

(d) with respect to opportunities for consultation on the OCP amendment for application 3360-06-13 that Council refer Bylaw 1672 to School District #68 and review Bylaw 1672

with the Chemainus First Nation Band Council at the next joint Council meeting.

2009-004: It was moved, seconded and carried that it be recommended to Council that the requirement for on-site sewerage treatment for rezoning application 3360-06-13 be amended to require downstream sewer upgrades identified as undersized for this development .

2009-005: It was moved, seconded and carried that it be recommended to Council that the dual (grey water reuse) system in the proposed development (rezoning application 3360-06-03) be referred back to staff for review and report prior to Council's consideration of third reading of Bylaw 1672 and 1673.

DEVELOPMENT VARIANCE PERMIT PROCESS

2009-006: It was moved, seconded and carried that it be recommended to Council that staff be directed to prepare an amendment to Town of Ladysmith Development Procedures Bylaw 2008, No. 1667 for the consideration of development variance permit applications by Council, as follows:

- a) Staff to undertake the notice and forward the application directly to Council for consideration for the following types of DVP applications.
 - setback requests for the redevelopment or expansion of an existing development
 - setback requests for new development that are 0.6 of a metre or less
 - height requests for less than 0.6 metres;
- b) Consideration of and direction regarding notice on all other DVP applications will be recommended to Council by the Government Services Committee.

HERITAGE TOURISM WORKSHOP

2009-007: It was moved, seconded and carried that it be recommended to Council that Council support the Heritage Revitalization Advisory Commission to organize and sponsor a Heritage Tourism Workshop.

CEMETERY BYLAW

2009-008: It was moved, seconded and carried that it be recommended to Council that Section 55 of the Cemetery Bylaw be amended to read as follows: "Floral tributes may be removed by the Caretaker and disposed of when their condition is considered to be detrimental to the appearance and beauty of the Cemetery" and further that Section 56 be deleted.

2009-009: It was moved, seconded and carried that it be recommended to Council that staff be requested to include cemetery fines in the Municipal Ticketing Bylaw 1457.

2009-010: It was moved, seconded and carried that it be recommended to Council that Bylaw 1668 (Town of Ladysmith Cemetery Management Bylaw) be referred to the February 2, 2009 Council meeting for first three readings.

CASSIDY AQUIFER ASSESSMENT AND EVALUATION

The staff report regarding this matter was presented for information in preparation for the 2009 budget process.

PROPOSED 5 YEAR CAPITAL WATER SUPPLY

The staff report regarding this matter was presented for information in preparation for the 2009 budget process.

PARKING LOT AT ST. JOHNS LODGE

The staff report regarding this matter was presented for information only.

HOLLAND CREEK PEDESTRIAN BRIDGE

2009-011: It was moved, seconded and carried that it be recommended to Council that the replacement of the bridge at the West end of the Holland Creek Trail system with a new structure be referred to the 2010 budget;

AND THAT information obtained during the community visioning process be used to help determine the design of the bridge.

BOAT RAMP/WASHROOMS/CHANGEROOMS/OFFICE

2009-012: It was moved, seconded and carried that it be recommended to Council that the Town of Ladysmith not charge for water and sewer service at the boat ramp washroom / change rooms / office located at the foot of Ludlow Road and that the Town of Ladysmith be authorized to install a water meter to determine water consumption for the wharf.

REQUEST FOR SHORT TERM LEASE OF LOWER LEVEL OF 224 HIGH STREET - NANAIMO YOUTH SERVICES

Councillor S. Arnett left the meeting at 7:56 p.m. due to a potential conflict of interest.

2009-013: It was moved, seconded and carried that it be recommended to Council that Staff be authorized to enter into a short term lease agreement with Nanaimo Youth Services on a month-to-month basis for use of the lower level of 224 High Street for the purpose of conducting customer service and tourism training at a monthly lease rate of \$800 per month.

Councillor S. Arnett returned to the meeting at 7:57 p.m.

COUNCIL PROCEDURES BYLAW

2009-014: It was moved, seconded and carried that it be recommended to Council that Section 12.5 be deleted from the Council Procedures Bylaw 2008, No. 1666.
(Opposed Vote - Councillor J. Dashwood)

2009-015: It was moved, seconded and carried that it be recommended to Council that Section 15.3 be amended as follows: deletion of "by the mover and seconder of the motion" and further that Section 1.8 be deleted from Council Procedure Bylaw 2008, No. 1666.

2009-016: It was moved, seconded and carried that it be recommended to Council that Council endorses the draft "Council Procedures Bylaw 2008, No. 1666" as amended and direct staff to place the bylaw on the February 2, 2008 Regular Council agenda for the first three readings;

AND FUTHER that staff be directed to process the statutory notification of Council's consideration of final adoption of the bylaw at the Council meeting scheduled for March 2, 2008 at 7:00 p.m. in accordance with the Community Charter.

ANNUAL FIVE YEAR FINANCIAL PLAN REVIEW

2009-017: It was moved, seconded and carried that it be recommended to Council that Council confirm the annual Five Year Financial Plan review schedule as outlined in the City Manager's memo dated January 4, 2009.

LEASE EXTENSION AND OPERATING AGREEMENT - LADYSMITH VISITOR INFORMATION CENTRE

2009-018: It was moved, seconded and carried that it be recommended to Council that Council authorize the extension of the existing lease and operating agreement with the

Ladysmith Chamber of Commerce for the operation of the Visitor Information Centre, for the period January 1, 2009 to December 31, 2009.

CORRESPONDENCE

COMMUNITY TOURISM GRANT PROGRAM (PHASE 2)

2009-019: It was moved, seconded and carried that it be recommended to Council that the letter from S. Clark, Program Officer, Local Government Program Services, regarding the Town's approved application for funding through Phase 2 of the Community Tourism granting program be received and filed.

TREES FOR TOMORROW

2009-020: It was moved, seconded and carried that it be recommended to Council that the letter from Minister B. Lekstrom of the Ministry of Community Development, regarding the Trees for Tomorrow initiative be referred to the Director of Parks, Recreation and Culture for review.

AVICC - 2009 RESOLUTIONS AND ANNUAL GENERAL MEETING

2009-021: It was moved, seconded and carried that it be recommended to Council that the letter from the Association of Vancouver Island and Coastal Communities regarding 2009 Resolutions and Annual General Meeting be circulated to Council for information.

LADYSMITH MARITIME SOCIETY - LETTERS OF SUPPORT FOR GRANT APPLICATIONS

2009-022: It was moved, seconded and carried that it be recommended to Council that letters of support be forwarded to the Ladysmith Maritime Society for their applications to Island Communities Economic Trust and Community Futures.

UNFINISHED BUSINESS

RAIN FOREST CHALLENGE RACE

2009-023: It was moved, seconded and carried that it be recommended to Council that Staff be directed to prepare a letter of support for the Rain Forest Challenge Race and that the draft letter be placed on the next Council meeting agenda for review.

ADJOURNMENT

2008-024: It was moved, seconded and carried that this meeting adjourn. (9:24 p.m.)

CERTIFIED CORRECT:

Chair (Councillor D. Paterson)

Corporate Officer (S. Bowden)