



LADYSMITH

**TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE GOVERNMENT SERVICES COMMITTEE
MONDAY, DECEMBER 20, 2010 – 6:00 P.M.**

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett (Chair)
Councillor Lori Evans
Councillor Scott Bastian

Mayor Rob Hutchins
Councillor Duck Paterson

Councillor Jillian Dashwood
Councillor Bruce Whittington

STAFF PRESENT:

Ruth Malli
Erin Anderson
Joanna Winter

Sandy Bowden
Patrick Durban

Felicity Adams
Joe Friesenhan

CALL TO ORDER

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

AGENDA APPROVAL

2010- 116

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

MINUTES

2010- 117

It was moved, seconded and carried that the Government Services Committee minutes of November 15, 2010 be adopted as circulated.

DELEGATION

Rachelle Moreau, Cowichan Valley Regional District

R. Moreau gave a presentation to Council of the recently released Cowichan Regional Energy Plan and discussed the proposed implementation of recommendations contained in the report.

CITY MANAGER'S REPORT

The City Manager provided a verbal report on activities that have taken place since her third quarter report. She explained that although the Town had been offered an extension on the Regional Infrastructure Canada grant funding for the Lot 108 Playfields, the extension is not required as the project is ahead of schedule. The City Manager thanked Council and Staff for their efforts.

REPORTS

2010-118

Sustainable Development Checklist

It was moved, seconded and carried that the Committee recommend that Council support the implementation of the

Sustainable Development Checklist, and that Council direct staff to prepare a bylaw to amend the Development Procedures Bylaw (No. 1667) to include the 'Sustainable Development Checklist' in the application procedure process.

2010-119 It was moved, seconded and carried that the Committee recommend that Council amend the Sustainable Development Checklist to incorporate 'natural areas' in item 1.

Work at Gourlay Janes Park

2010-120 It was moved, seconded and carried that the Committee recommend that Council authorize the expenditure of up to \$20,000 for the removal, limbing, or topping of the dead trees in Gourlay Janes Park in 2010, with the funds to come from unallocated surplus, and that the Financial Plan be amended accordingly.

Work on Ladysmith Portion of Cowichan Valley Trail

2010-121 It was moved, seconded and carried that the Committee recommend that Council authorize the expenditure of up to \$20,000 for improving the Ladysmith Cowichan Valley Trail, with the funds to come from the Cowichan Valley Regional District, and that the Financial Plan be amended accordingly, and that as appropriate, the signage include directions to Ladysmith attractions such as the waterfront, community marina and downtown.

Increase in Utilities Staff Complement

2010-122 It was moved, seconded and carried that the Committee recommend that Council authorize the establishment of an additional full-time permanent Utility Operator position in the Water and Sewer Department.

2010-123 **Recess**

It was moved, seconded and carried that this meeting of the Government Services Committee recess at 6:56, and that the meeting be reconvened after the Regular Session of Council.

2010-124 It was moved, seconded and carried that this meeting of the Government Services Committee reconvene at 8:18 p.m.

Trolley Committee Report

2010-125 It was moved, seconded and carried that the Committee recommend that Council direct staff to conduct a trolley ridership study during the months of January and February, and July and August 2011, and that the trolley driver be requested to record the number of riders collected at each stop and for each scheduled route.

2010-126 It was moved, seconded and carried that the Committee recommend that Council authorize the investigation of the feasibility of establishing a Transit Authority, or partner with the Cowichan Valley Regional District Transit Authority, in order that the Town may charge a fare for trolley passengers.

2010-127 It was moved, seconded and carried that the Committee recommend that Council request staff to draft a policy regarding trolley rentals.

2010-128 It was moved, seconded and carried that the Committee recommend that Council deny the request for a trolley stop at Campers' Corner for safety reasons, and that Council direct that a new stop be installed on Thicke Road.

2010-129 It was moved, seconded and carried that the Committee recommend that Council maintain the trolley stop on Cloke Road in order to serve the residents of La Rosa Gardens, until a through route is established on Cook Street.

Building Inspector's Report for November 2010

2010-130 It was moved, seconded and carried that the Building Inspector's Report for November 2010 be received.

Trolley Report for November 2010

2010-131 It was moved, seconded and carried that the Trolley Report for November 2010 be received.

Fire Chief's Report for November 2010

2010-132 It was moved, seconded and carried that the Fire Chief's Report for November 2010 be received.

2010-133 It was moved, seconded and carried that the Committee recommend that Council send a letter of thanks and appreciation to the Ladysmith Fire Rescue for their efforts regarding the annual Christmas Parade.

2010-134 **Animal Control / Pound Report for November 2010**

It was moved, seconded and carried that the Animal Control/ Pound Report for November 2010 be received.

CORRESPONDENCE

B. Steele, Union of BC Municipalities - Gas Tax Agreement Regionally Significant Projects

The City Manager reported that she and the Director of Financial Services sit on a Cowichan Valley Regional District Committee, together with representatives from the Union of BC Municipalities and the Province of BC. The Committee is developing a list of

regionally significant projects for the CVRD.

2010-135 It was moved, seconded and carried that the Committee recommend that Council receive the correspondence from Barbara Steele regarding the Gas Tax Agreement Regionally Significant Projects.

2010-136 **City of Duncan Age Friendly Seniors Safety Project Report**
It was moved, seconded and carried that the Committee recommend that Council request that Councillors Evans and Dashwood meet with the Ladysmith Seniors Centre Society to determine if there are recommendations contained in the City of Duncan Age Friendly Seniors Safety Project Report that are applicable to Ladysmith, and to report back to Council.

2010-137
It was moved, seconded and carried that the Committee recommend that Council provide a copy of the City of Duncan Age Friendly Seniors Safety Project Report to the Community Health Advisory Committee and that Councillor Bastian be requested to discuss the report's recommendations with the Committee.

2010-138 **Union of B. C. Municipalities
Notice of Canadian Federation of Independent Business Spending
Report and Holding Lines**
It was moved, seconded and carried that the Committee recommend that Council receive the correspondence from the Union of B.C. Municipalities regarding the Canadian Federation of Independent Business Municipal Spending Report for information.

2010-139 **Lorinda Bedard
Smoking in Public Spaces at Light Up**
It was moved, seconded and carried that the Committee recommend that Council request staff to develop a public awareness campaign to discourage the public from smoking outdoors at Light Up and other public events at which large numbers of people are present.

2010-140 **J. Killick, Municipality of North Cowichan
Invitation to attend a Regional Affordable Housing Workshop**
It was moved, seconded and carried that the Committee recommend that Council appoint Councillors Dashwood and Evans to represent Council at the Regional Affordable Housing Workshop.

2010-141 **Coastal Animal Services
Issues Arising at Light Up**
It was moved, seconded and carried that the Committee recommend that Council request organizers of major public events to provide more extensive information in all publicity and

promotional materials regarding the prohibition of dogs on First Avenue during such events, and that signs be posted at the perimeter of the 'no dogs zone' during public events.

NEW BUSINESS

2010-142 **Ladysmith Bicycle Plan**
It was moved, seconded and carried that the information provided regarding the Ladysmith Bicycle Plan be received.

2010-143
It was moved, seconded and carried that the Committee recommend that Council request staff to schedule a neighbourhood meeting for area residents regarding the proposed Bicycle Plan and improvements for the Bayview Connector.

2010-144 **Town of Ladysmith Question Period Guidelines**
It was moved, seconded and carried that the Committee recommend that Council adopt the following guidelines for Question Period during Council meetings:

- Persons wishing to address Council during "Question Period" must be either Town of Ladysmith residents or non-resident property owners.
- Individuals must state their name and address for identification purposes.
- Questions must relate strictly to matters which appear on the Council agenda at which the individual is speaking.
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine.
- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise.
- Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

UNFINISHED BUSINESS

2010-145 **Downtown Ladysmith Public Washroom Task Force Report**
It was moved, seconded and carried that the Committee recommend that Council endorse the recommendation of the Public Washroom Task Force that Town visitor maps include a 'WC' logo to mark locations of washrooms that are available for use by the public in the Downtown area.

2010-146
It was moved, seconded and carried that the Committee recommend that Council send a letter of thanks to the members of the Downtown Ladysmith Public Washroom Task Force.

Public Washrooms at Transfer Beach

Staff were requested to ensure that the change room at Transfer Beach is open for the Polar Bay Swim on January 1, 2011, and to investigate providing a washroom or “porta-potty” on site for the event.

ADJOURNMENT

2010-147

It was moved, seconded and carried that this meeting of the Government Services Committee be adjourned at 8:59 p.m.

Chair (Councillor S. Arnett)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)