



LADYSMITH

**TOWN OF LADYSMITH  
MINUTES OF A REGULAR SESSION OF  
THE GOVERNMENT SERVICES COMMITTEE  
MONDAY, AUGUST 15, 2011 – 5:30 P.M.**

**COUNCIL MEMBERS PRESENT:**

Councillor Steve Arnett (Chair)  
Councillor Jillian Dashwood

Mayor Rob Hutchins  
Councillor Lori Evans

Councillor Duck Paterson  
Councillor Bruce Whittington

**COUNCIL MEMBERS ABSENT:**

Councillor Scott Bastian

**STAFF PRESENT:**

Ruth Malli  
Joe Friesenhan

Sandy Bowden  
Joanna Winter

Erin Anderson

**CALL TO ORDER**

Councillor Arnett called the meeting to order at 5:30 p.m.

**AGENDA APPROVAL**

Councillor Arnett requested Council’s consideration of the following additions to the agenda:

- 8.1 Third Party Signs
- 8.2 Hydroponics
- 8.3 Trolley Literacy
- 9.1 100 Gatacre Alley

**2011-085**

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

**MINUTES**

**2011-086**

It was moved, seconded and carried that the Government Services Committee minutes for the meeting held July 18, 2011 be adopted as circulated.

**CITY MANAGER’S REPORT**

The City Manager reported on staff’s progress regarding the strategic plan for 2011, and responded to questions from Council.

**REPORTS**

**Financial Plan Update**

It was agreed that these reports would continue as monthly reports at least until the end of the third quarter, at which time Council would consider reviewing Financial Reports quarterly in order to

align all Directors' quarterly reports.

**2011-087** It was moved, seconded and carried that the Financial Plan Update to the end of July 2011 be received.

**Holland Creek Trail Bridge**

**2011-088** It was moved, seconded and carried that the Committee recommend that Council direct staff to complete required repairs and inspections on the Holland Creek pedestrian bridge, install signage restricting loads and include the replacement of the bridge in the 2012 budget.

Staff were requested to report back to the Committee with recommendations regarding options for the structure of the replacement bridge.

**Council Remuneration**

**2011-089** It was moved, seconded and carried that the Committee recommend that Council delegate to staff the authority to appoint a three person committee to review Council remuneration.

**Question Period Guidelines**

**2011-090** It was moved, seconded and carried that the Committee recommend that Council adopt the following Question Period Guidelines, in order to incorporate those recently adopted by the Cowichan Valley Regional District:

1. There will be allotted a maximum of 15 minutes for questions.
2. The Question Period will be comprised of two parts. The first part is reserved for questions directly related to items which appear on the agenda. If there is time remaining, questions during the second part can be on a matter of public interest under the jurisdiction of the Town.
3. Each questioner will be allowed to ask one question plus a follow-up question related to the answer. If after all questioners have been heard and there is still time remaining, a questioner who has already spoken can ask one additional question plus a follow-up question related to the answer.
4. Questions must be truly questions and not statements of opinions. Questioners are not permitted to make a speech.
5. Questioners must avoid personal references; insinuations; violent, offensive or disrespectful remarks about another person; and unparliamentary language.
6. Questions shall be addressed to the Chair.
7. 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.

- 2011-091**      **Monthly Trolley Passes**  
It was moved, seconded and carried that the Committee recommend to Council that staff be directed to:
- Implement a monthly trolley pass system as follows, effective October 1, 2011:  
Ages 6 to 18 - \$20 per month  
Ages 19 to 64 - \$30 per month  
Ages 65 and over - \$20 per month  
All other ages free  
Replace lost/stolen pass - \$5.00
  - Prepare an amendment to the Fees and Charges Bylaw No. 1644 to authorize the Town to charge the following rates for trolley use:  
Single trolley ride:    Ages 6 to 18 - \$1  
                                  Ages 19 to 64 - \$2  
                                  Ages 65 and over - \$1  
                                  All other ages free  
  
Monthly passes:        Ages 6 to 18 - \$20  
                                  Ages 19 to 64 - \$30  
                                  Ages 65 and over - \$20  
                                  All other ages free  
                                  Replace lost/stolen pass - \$5.00

- 2011-092**      **Building Inspector's Report for July 2011**  
It was moved, seconded and carried that the Building Inspector's Report for July 2011 be received.

- 2011-093**      **Trolley Report for July 2011**  
It was moved, seconded and carried that the Trolley Report for July 2011 be received.

- 2011-094**      **Fire Chief's Report for July 2011**  
It was moved, seconded and carried that the Fire Chief's Report for July 2011 be received.

- 2011-095**      **Animal Control / Pound Report for July 2011**  
It was moved, seconded and carried that the Pound Report for July 2011 be received.

**MEMBER SUBMISSIONS**

- Town Hall Meeting I-Clicker Results**  
Discussion ensued regarding how to incorporate the public input received from the July 19, 2011 Town Hall meeting into Council's strategic planning process.

**ADJOURNMENT**

**2011-096**

It was moved, seconded and carried that the Government Services Committee meeting be adjourned at 6:26 p.m. and that the balance of the agenda items be deferred to a special Government Services Committee meeting to be held on September 6, 2011.

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Chair (Councillor S. Arnett)

**CERTIFIED CORRECT**

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Corporate Officer (S. Bowden)