



## Town of Ladysmith

Minutes of a meeting of Council of the Town of Ladysmith held in Council Chambers at City Hall on Monday, July 6, 2009 at 7:00 p.m.

### COUNCIL MEMBERS PRESENT:

Steve Arnett  
Jill Dashwood  
Duck Paterson

Scott Bastian  
Lori Evans  
Bruce Whittington

### COUNCIL MEMBERS ABSENT:

Mayor Rob Hutchins

### STAFF PRESENT:

Ruth Malli  
Felicity Adams

Sandy Bowden  
Rebecca Kalina

Deputy Mayor Paterson called the meeting to order at 6:07 p.m.

### EXECUTIVE SESSION

2009-372: It was moved, seconded and carried that this meeting retire into Executive Session (6:07p.m.) pursuant to Section 90(1) of the Community Charter to consider the following items:

- 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;
- 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;
- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

The Regular Session of Council was called to order at 7:02 p.m.

### AGENDA APPROVAL

The Deputy Mayor requested Council's consideration of removing item 11.10 Building Inspector's Report from the agenda and adding a staff report regarding the submission of an Olympic Torch Relay Community Grant Application.

2009-373: It was moved, seconded and carried that the agenda for the Regular Council meeting for Monday, July 6, 2009 be approved as amended.

### MINUTES

2009-374: It was moved, seconded and carried that the Council minutes of June 15 and 30, 2009 be approved as circulated.

### DELEGATIONS

#### LADYSMITH AND DISTRICT HISTORICAL SOCIETY - TOWN ARCHIVES

Deputy Mayor D. Paterson presented Susan Jones of the Ladysmith and District Historical Society with an award from Heritage BC to honour special projects and accomplishments in the field of heritage conservation and specifically for the Ladysmith Town Archives. The Deputy Mayor thanked Ms. Jones for the important work that the Society and its volunteers undertake to preserve the history of Ladysmith for the community.

#### LEADERSHIP BC - LADYSMITH - FIVE STAR CULTURAL CONNECTION LEADERSHIP GROUP

The Five Star Cultural Connection Leadership BC team (Wil Vandergrift, Linda Granger, Janine Cornett, Harvey Khun Khun and Terry Sampson) presented a summary report of their project "Building Bridges between Communities". Deputy Mayor D. Paterson thanked the group for the opportunity to bring the Chemainus First Nation and the Town of Ladysmith together and specifically the opportunity for the Council members of both communities to paddle together in the historic canoe journey.

### BYLAWS (OCP/ZONING)

OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENT APPLICATION 3360-98-01

2009-375: It was moved, seconded and carried that the covenant prepared by Joan Phillips for rezoning application 3360-98-01 (379 Davis Road - Lot A, District Lot 43, Oyster District, Plan VIP 69091) be accepted; and that the Mayor and Corporate Officer be authorized to execute the document.

#### OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENT 3360-08-04

2009-376: It was moved, seconded and carried that the covenant for rezoning application 3360-08-04 (Huntjens - 1142 Trans Canada Highway - Lot 6, District Lot 139, Oyster District, Plan 7217) be accepted; and the Mayor and Corporate Officer be authorized to execute the documents.

#### DEVELOPMENT PERMITS / DEVELOPMENT VARIANCE PERMITS

#### DEVELOPMENT VARIANCE PERMIT APPLICATION 3090-09-03

2009-377: It was moved, seconded and carried that Development Variance Permit 3090-09-03 for Lot 3, Block 98, DL 56, Oyster District, Plan 703A (230 4th Avenue) be approved to vary the rear yard setback from 7.5 metres to 2 metres to permit an addition to the rear of the home; and that the Mayor and Corporate Officer be authorized to sign DVP 3090-09-03.

#### DVELOPMENT PERMIT APPLICATION 3060-09-03

2009-378: It was moved, seconded and carried that Development Permit 3060-09-03 for 1111 First Avenue (Lot A, District Lot 118, Oyster District, Plan 45624) and 1115 First Avenue (Strata Lot 2, District Lot 118, Oyster District, Strata Plan VIS5873) be approved to permit a new location for the drive-through access lane to serve Tim Hortons restaurant; and that the Mayor and Corporate Officer be authorized to sign Development Permit 3060-09-03.

#### COUNCIL / COMMITTEE REPORTS

Councillor S. Bastian reported that the Protective Services Committee will be arranging a meeting with all emergency response teams in Ladysmith to review procedures. Councillor Bastian noted that he recently participated in a trial run of the trolley route.

Councillor J. Dashwood extended an invitation to Council and community members to attend the Liquid Waste Management Committee Open House on Thursday, July 9, 2009 from 6:00 p.m. to 8:00 p.m. at the Aggie Hall in order to provide feedback regarding the Liquid Waste Management Plan for the Town.

Councillor S. Arnett reported that there is a vacancy on the Economic Development Commission and that the Commission is looking at business recruitment and retention issues.

Councillor D. Paterson reported that Celebrations Committee is busy with final preparations for Ladysmith Days and invited everyone to attend events on Friday, July 31st at Coronation Mall; Saturday, August 1st downtown and Aggie Hall; and Sunday, August 2nd at Transfer Beach and that the Committee welcomes all volunteers to help with the events.

Councillor L. Evans stated that she attended Social Planning Cowichan Affordable Housing Directorate meeting and presented the Directorate's goals for Councils information.

2009-379: It was moved, seconded and carried that approval be given to the Heritage Revitalization Advisory Commission to use the Town logo on the Extension Mine Explosion memorial plaque.

Councillor B. Whittington reported that the Environment Commission is currently reviewing their future directions and priorities and have had contact with Terasen regarding the Town being involved in alternate energy production.

#### REPORTS

#### REQUEST FOR PROPOSALS - TOURISM SUPPORT SERVICES

2009-380: It was moved, seconded and carried that the proposal from Carleigh Randall to

provide tourism support services to the Town for the cost of \$10,000 be accepted.

#### NEW MOBILE HOME PARK-ONLY ZONE

2009-381: It was moved, seconded and carried that staff be directed to prepare:

- a) An amendment to the Official Community Plan to permit 20 mobile/manufactured home units per hectare within a manufactured home park-only zone, and
- b) Land use regulations and development standards for the new "manufactured home park" as outlined in the report dated June 29, 2009 entitled New Mobile Home Park-Only Zone by F. Adams, Manager of Development Services.

2009-382: It was moved, seconded and carried that the proposed manufactured home park land use regulations and development standards for the new "manufactured home park" as outlined in the report dated June 29, 2009 entitled New Mobile Home Park-Only Zone by F. Adams, Manager of Development Services be forwarded to the Advisory Planning Commission for review and comment.

#### HERITAGE REVITALIZATION ADVISORY COMMISSION PROJECT REQUEST

2009-383: It was moved, seconded and carried that Staff be directed to submit a grant proposal to the BC Heritage Branch for funding for the Heritage Revitalization Advisory Commission "Community Heritage Register/ Statement of Significance" project, and if it is funded, Council will remove one of the five projects from the Development Services list of the top 25 strategic priorities.

#### SALE OF SURPLUS EQUIPMENT

2009-384: It was moved, seconded and carried that Council accepts the bids received for surplus equipment as listed in the June 30, 2009 report entitled "Sale of Surplus Equipment" prepared by S. Bowden Director of Corporate Services;

AND THAT Staff be authorized to dispose of the balance of the items that did not receive bids as they see fit.

#### LADYSMITH AND DISTRICT HISTORICAL SOCIETY - SALE OF BOOKS

2009-385: It was moved, seconded and carried that Staff be directed to transfer the Town's complete inventory of the publications entitled "Dunsmuir's Dream" and the "Ladysmith Heritage Inventory" to the Ladysmith and District Historical Society (LDHS) to manage, and that the LDHS be advised that they may retain all financial proceeds from the sale of the books, and that the LDHS be further advised that they must continue to pay a \$5.00 per book donation from the sale of the "Ladysmith Heritage Inventory" books to the Knight family.

#### MACHINE SHOP TENANT SIGNAGE

2009-386: It was moved, seconded and carried that Council does not support the removal of trees in the vicinity of the machine shop to enhance signage visibility, and that tenant signage may be installed on the west side of the machine shop as per the June 1, 2009 signage template, and the issue regarding highway directional signage be referred to staff to provide options for highway signage (for both north and southbound traffic) directing traffic to the waterfront amenities at Transfer Beach.

#### SPLICING SHED LEASE

2009-387: It was moved, seconded and carried that the notice given by WestIsle Wood Products to vacate the premises known as the Splicing Shed at 840 Oyster Bay Drive, effective July 31, 2009 be accepted.

2009-388: It was moved, seconded and carried that Staff be requested to enter into a

lease for the Splicing Shed at 840 Oyster Bay Drive with Blondeau's Cabinets and Millwork for a two-year lease effective August 1, 2009, at a rate of \$5.00 per square foot, in accordance with the delegation bylaw; and that the correspondence dated June 9, 2009 from Blondeau's Cabinets and Millwork be accepted as notice of their intent to cancel their current lease in Unit H of the Machine Shop.

#### WATERING REGULATIONS

2009-389: It was moved, seconded and carried that the Town adopt the District of North Cowichan Stage I, Stage II and Stage III Watering Regulations.

#### FIRE CHIEF'S REPORT

2009-390: It was moved, seconded and carried that the Fire Chief's report dated May, 2009 be accepted.

#### OLYMPIC TORCH RELAY COMMUNITY GRANT

2009-391: It was moved, seconded and carried that Staff be authorized to apply for an Olympic Torch Relay Community Grant through the Ministry of Tourism, Culture and the Arts in the amount of \$8,000.

### CORRESPONDENCE

#### POUND REPORT - MAY, 2009

2009-392: It was moved, seconded and carried that the Pound Report for May, 2009 from Coastal Animal Control Services of BC LTD be received and filed.

#### BC COALITION OF PEOPLE WITH DISABILITIES

2009-393: It was moved, seconded and carried that the BC Coalition of People with Disabilities be advised that Council supports a ban on the use of handheld communication devices while operating a motor vehicle, with exemption provided for police and other emergency personnel.

#### WEST NILE VIRUS RISK REDUCTION - DRAINAGE DITCH METHUEN AVENUE

2009-394: It was moved, seconded and carried that the correspondence dated June 22, 2009 from M. Volden regarding concerns about the drainage ditch along Methuen Avenue and the West Nile Virus Risk Reduction Initiative be received and the letter be referred to Staff for a response.

#### VANCOUVER ISLAND REGIONAL LIBRARY

2009-395: It was moved, seconded and carried that Councillor Whittington advise the Vancouver Island Regional Library of issues regarding local library services; which includes the Towns' encouragement to the Vancouver Island Regional Library and School District 68 to share library resources in Ladysmith.

#### KIDS HELP PHONE

2009-396: It was moved, seconded and carried that a grant-in-aid in the amount of \$500 be issued to the Kids Help Phone.

#### BETHEL TABERNACLE CHURCH

2009-397: It was moved, seconded and carried that the letter dated June 10, 2009 from Reverend R. Bedard of the Bethel Tabernacle thanking the Town for the recently installed sidewalk on 4th Avenue beside the church property be received.

#### CITY OF BURNABY - LOCAL GOVERNMENT LIABILITY IN BUILDING REGULATION

2009-398: It was moved, seconded and carried that a letter of support be provided to the City of Burnaby for their initiative for a review of the ongoing problems associated with municipal liabilities resulting from building contraction regulation as outlined in their correspondence dated June 4, 2009 from Mayor Derek R. Corrigan.

#### PADDLEFEST 2009

2009-399: It was moved, seconded and carried that the thank you letter dated June 15, 2009 from B. Bell, President of the Vancouver Island Paddlefest Society be received.

#### NANAIMO AIRPORT COMMISSION

2009-400: It was moved, seconded and carried that the letter dated June 22, 2009 from K. Bosma, Director, Nanaimo Airport Commission regarding the Nanaimo Airport runway extension and reliability improvement project be received.

#### **EXECUTIVE SESSION**

The Executive Session of Council resumed at 8:50 p.m.

#### **ARISE AND REPORT**

2009-401: It was moved, seconded and carried that the Executive Session of Council rise without report. (9:15 p.m.)

#### **ADJOURNMENT**

2009-402: It was moved, seconded and carried that the meeting be adjourned at 9:15 p.m.

#### **CERTIFIED CORRECT:**

---

Mayor (R. Hutchins)

---

Corporate Officer (S. Bowden)