



# TOWN OF LADYSMITH

A Regular Meeting of the  
Council of the Town of Ladysmith  
will be held in Council Chambers at City Hall on

MONDAY, OCTOBER 5, 2009  
at 7:00 p.m.

## AGENDA

Page

### CALL TO ORDER

#### 1 EXECUTIVE SESSION (4:30 p.m.)

In accordance with Section 90(1) of the *Community Charter*, the first section of the meeting will be held *In Camera* to consider the following items:

- labour relations or other employee relations;
- litigation or potential litigation affecting 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;
- discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*];

#### 2 RISE AND REPORT

#### 3 AGENDA APPROVAL

#### 4 PUBLIC HEARING

- 4.1** Official Community Plan and Zoning Amendment Application 3360-09-04 **1 - 7**  
Official Community Plan Bylaw, 2003, no. 1488, Amendment Bylaw (No. 26), 2009, No. 1694  
Area "G" Zoning Bylaw 1180, 1988 Amendment Bylaw (No. 1), 2009 No. 1695  
(Ken Cross) – Parcel B (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793  
10930 Westdowne Road

#### 5 BYLAWS (OCP / ZONING)

- 5.1** Official Community Plan and Zoning Amendment Application 3360-09-04 **1 - 7**  
Official Community Plan Bylaw, 2003, no. 1488, Amendment Bylaw (No. 26), 2009, No. 1694  
Area "G" Zoning Bylaw 1180, 1988 Amendment Bylaw (No. 1), 2009 No. 1695  
(Ken Cross) – Parcel B (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793  
10930 Westdowne Road

Re: Bylaw 1694 may be read a third time and adopted.  
Bylaw 1695 may be read a third time and adopted.

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**6 DELEGATION**

- 6.1**     Staff Sgt. R. Plamondon, Ladysmith RCMP  
Re: June, 2009 RCMP Report  
(Council requested S. Sgt. Plamondon’s attendance at the meeting to respond to questions about the report.)

**8 - 17**

**7 PROCLAMATIONS**

**7.1**     Mayor Hutchins has proclaimed:

- October, 2009 as “Foster Family Month”
- November 2 – 6, 2009 as “National Technology Week”
- November 14, 2009 as “World Diabetes Day”
- November, 2009 as “Diabetes Month”

in the Town of Ladysmith.

**8 MINUTES**

Adoption of the following minutes:

- September 21, 2009

**18 - 2:**

**9 DEVELOPMENT PERMITS / DEVELOPMENT VARIANCE PERMITS**

None

**10 COUNCIL COMMITTEE REPORTS**

- 10.1**     Mayor R. Hutchins  
CVRD; Trolley Committee; Early Years Partnership
- 10.2**     Councillor S. Bastian  
Advisory Planning Commission; Protective Services Committee;  
Youth Advisory Committee
- 10.3**     Councillor J. Dashwood  
Liquid Waste Management Committee
- 10.4**     Councillor S. Arnett  
Economic Development Commission; Parks, Recreation & Culture Commission;  
Chamber of Commerce
- 10.5**     Councillor D. Paterson  
Government Services Committee; Parks, Recreation & Culture Commission;  
Celebrations Committee; Festival of Lights
- 10.5.1**     Government Services Committee Recommendations  
Recommendations from the meeting of September 21, 2009.
- 10.6**     Councillor L. Evans  
Heritage Revitalization Advisory Commission; Community Health Advisory Committee;  
Social Planning Cowichan
- 10.7**     Councillor B. Whittington  
Vancouver Island Regional Library Board; Advisory Design Panel;  
Environment Commission

**22**

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<b>11 STAFF / ADVISORY COMMITTEE REPORTS</b>	
11.1 <b><u>Funding Assistance Application for Renovations to Seniors Centre (High Street) Through “New Horizons for Seniors Program”</u></b>	<b>23 - 24</b>
11.2 <b><u>Permissive Tax Exemption Bylaw 2009, No. 1699</u></b>	<b>25 - 32</b>
11.3 <b><u>Local Government Management Association – Management Intern Application</u></b>	<b>33 - 34</b>
11.4 <b><u>Fire Chief’s Report – August 2009</u></b>	<b>35</b>
11.5 <b><u>Building Inspector’s Report –August, 2009</u></b>	<b>36</b>
<b>12 CORRESPONDENCE</b>	
12.1 <b><u>T. Hughes, Coastal Animal Control Services of BC Ltd.</u></b> Re: August 2009, Pound Report  <u>Staff Recommendation:</u> That the August, 2009 Pound Report be received.	<b>37</b>
12.2 <b><u>B. Pettit</u></b> Re: Public Awareness for Diabetes – Light a Landmark or Building on November 19, 2009  <u>Staff Recommendation:</u> That Council consider if it wishes to designate a significant landmark within the Town to illuminate with a blue light for this occasion.	<b>38</b>
12.3 <b><u>Federation of Canadian Municipalities</u></b> Re: Ladysmith Waterfront Brownfield Study Grant  <u>Staff Recommendation:</u> That: a) the grant for the Ladysmith Waterfront Brownfield Study in the amount of \$69,730 be received and that a letter of thanks for the grant be forwarded to the Federation of Canadian Municipalities Green Municipal Fund Council. b) the Mayor and Corporate Officer be authorized to sign the agreement on behalf of the Town. c) the 5-year Financial Plan and budget be amended accordingly.	<b>39</b>
12.4 <b><u>Ministry of Tourism Culture and the Arts</u></b> Re: Olympic Torch Relay Grant - Community Celebration  <u>Staff Recommendation:</u> That: d) the grant for the Olympic Torch Relay community celebration in the amount of \$8,000 be received and that a letter of thanks for the grant be forwarded to the Ministry of Tourism, Culture and the Arts. e) the Mayor and Corporate Officer be authorized to sign the agreement on behalf of the Town. f) the 5-year Financial Plan and budget be amended accordingly.	<b>40</b>
<b>13 BYLAWS</b>	
13.1 <b>Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 20), 2008, No. 1656.</b> Re: May be adopted.	<b>41 - 43</b>
13.2 <b>Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 68), 2008, No. 1657</b> Re: May be adopted.	<b>44 - 48</b>

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**13.3** Town of Ladysmith Fire Department Bylaw 1985, No. 832, Amendment Bylaw 2009, No. 1698  
Re: May be read a first, second and third time.

**49**

**14 NEW BUSINESS**

None

**15 FINISHED BUSINESS**

None

**16 QUESTION PERIOD**

**ADJOURNMENT**

**TOWN OF LADYSMITH**

**BYLAW NO. 1694**

A bylaw to amend "Official Community Plan Bylaw, 2003, No. 1488"

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**WHEREAS** pursuant to the *Local Government Act*, the Municipal Council is empowered to amend the Official Community Plan;

**AND WHEREAS** after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Official Community Plan Bylaw, 2003, No. 1488".

**NOW THEREFORE** the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

- (1) Schedule "A" – "Town of Ladysmith Community Plan" is amended as follows:
  - (a) Map 1 "Land Use" is amended by placing the 'Residential' land use designation on a 1.3 hectare rear portion of the subject property Parcel B (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793 – 10930 Westdowne Rd. as shown on Schedule 1, which is attached to and forms part of this Bylaw.
  - (b) Map 2 "Development Permit Areas" is amended by removing 'DPA 3 – Commercial' from a 1.3 hectare rear portion of the subject property Parcel B (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793 – 10930 Westdowne Rd., as shown on Schedule 2 which is attached to and forms part of this Bylaw.
- (2) Schedule "D" – "South Ladysmith Area Plan" is amended as follows:
  - (a) Map 2 "Land Use & Transportation Plan" is amended by placing the 'Residential' land use designation on a 1.3 hectare rear portion of the subject property Parcel B (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793 – 10930 Westdowne Rd. as shown on Schedule 1 which is attached to and forms part of this Bylaw.

**CITATION**

- (3) This bylaw may be cited for all purposes as "Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No.26), 2009, No. 1694".

**READ A FIRST TIME** on the 8<sup>th</sup> day of September, 2009

**READ A SECOND TIME** on the 8<sup>th</sup> day of September, 2009

**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*

on the day of

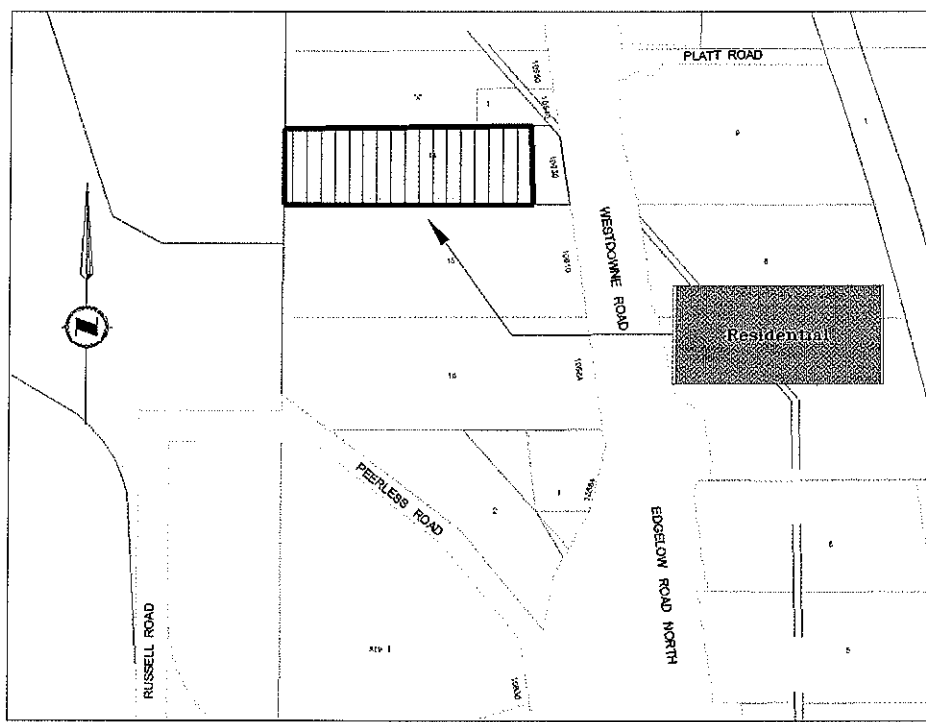
**READ A THIRD TIME** on the day of

**ADOPTED** on the day of

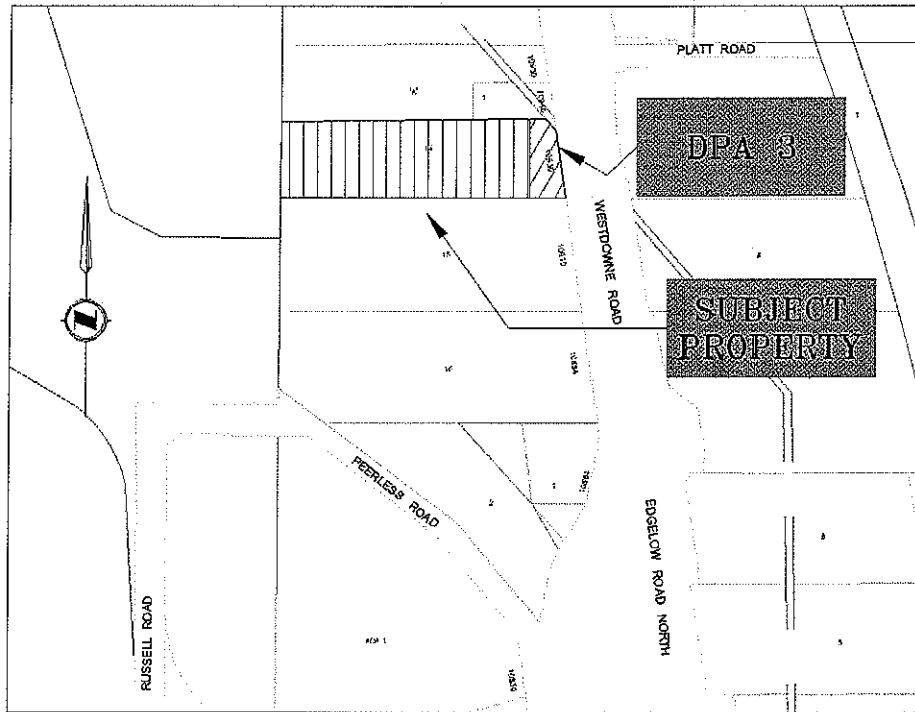
\_\_\_\_\_  
Mayor (R. Hutchins)

\_\_\_\_\_  
Corporate Officer (S. Bowden)

Bylaw 1694 - Schedule 1



Bylaw 1694 – Schedule 2



**TOWN OF LADYSMITH**

**BYLAW NO. 1695**

A bylaw to amend "Area "G" Zoning Bylaw 1180, 1988"

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**WHEREAS** by supplementary letters patent issued June 21, 2002 (the "Supplementary Letters Patent"), the boundaries of the Town of Ladysmith were extended to include certain areas formerly within Electoral Area "G" of the Cowichan Valley Regional District (the "Regional District");

**AND WHEREAS** pursuant to the Supplementary Letters Patent and the provisions of the *Local Government Act* the Regional District's Electoral Area "G" Zoning Bylaw 1180, 1988 continues to apply to those areas, and may be amended with respect to those areas, as if it had been enacted by the Municipal Council;

**AND WHEREAS** after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Area "G" Zoning Bylaw 1180, 1988";

**NOW THEREFORE** the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

- (1) The zoning map, being 'Schedule B' to "Area "G" Zoning Bylaw 1180, 1988", is hereby amended by placing the "R-2(A) Zone – Two Family Suburban Residential" on a 1.3 hectare rear portion of Parcel B, (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793 as shown on Schedule 1 to this Bylaw.

**CITATION**

- (2) This bylaw may be cited for all purposes as "Area "G" Zoning Bylaw 1180, 1988" Amendment Bylaw (No. 1), 2009, No. 1695".

**READ A FIRST TIME** on the 8<sup>th</sup> day of September, 2009

**READ A SECOND TIME** on the 8<sup>th</sup> day of September, 2009

**APPROVED** by the Minister pursuant to the provisions of the *Transportation Act*

on the 30<sup>th</sup> day of September, 2009

**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*

on the day of

**READ A THIRD TIME** on the day of

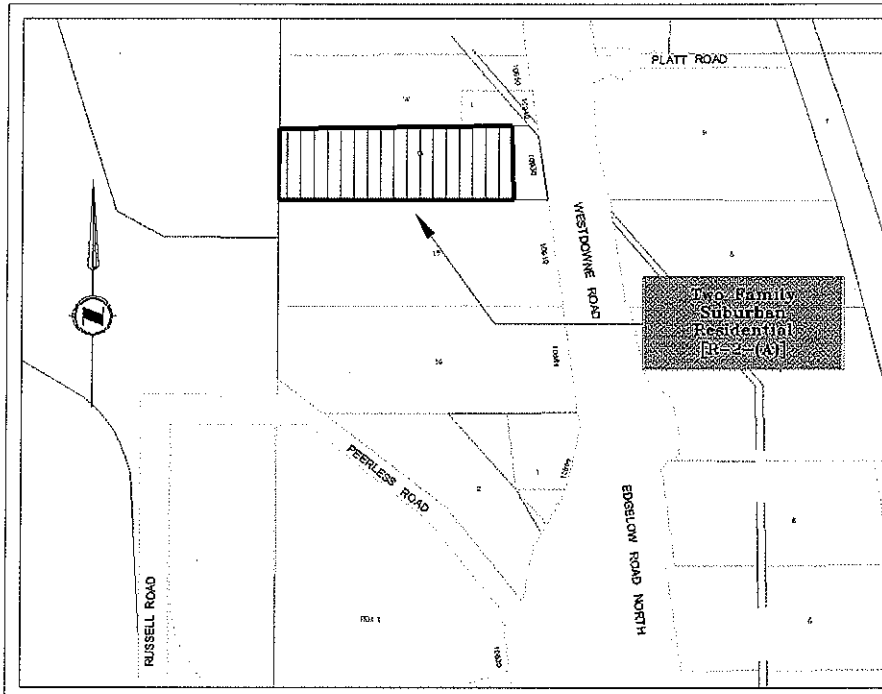
**ADOPTED** on the day of

\_\_\_\_\_  
Mayor (R. Hutchins)

\_\_\_\_\_  
Corporate Officer (S. Bowden)



BYLAW No. 1695 - SCHEDULE 1





Town of Ladysmith  
**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Felicity Adams, Manager of Development Services  
Date: September 1, 2009  
File No: 3360-09-04

Re: OCP AMENDMENT AND REZONING APPLICATION – 10930 WESTDOWNE RD.  
Parcel B, (DD9863W) of Lot 14, District Lot 72, Oyster District, Plan 8793

RECOMMENDATION(S):

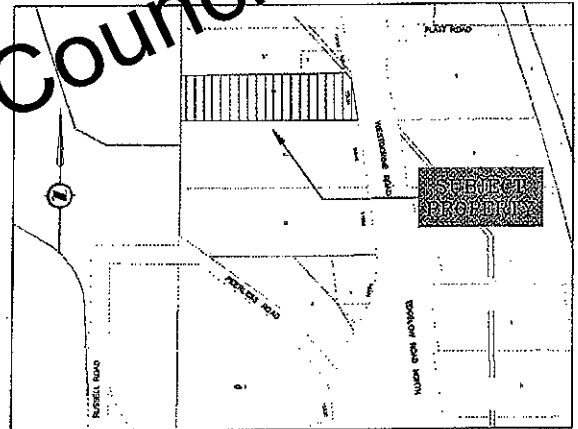
That Council give first and second reading to "Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No.26), 2009, No. 1694" and "Area 'G' Zoning Bylaw 1180, 1988" Amendment Bylaw (No. 1), 2009, No. 1695"; and set a Public Hearing date of October 5th, 2009.

PURPOSE:

The purpose of this report is to present to Council the proposed Official Community Plan (OCP) and rezoning amending bylaws for 10930 Westdowne Rd. (Ken Cross) and to set the public hearing date.

INTRODUCTION/BACKGROUND:

At its meeting on August 4, 2009 Council directed staff to prepare amending bylaws for OCP and Zoning Bylaw amendment application 3360-09-04.



SCOPE OF WORK:

Currently the Official Community Plan (OCP) and South Ladysmith Area Plan designate the subject property as 'Highway Commercial'. Zoning Bylaw 1180 zones the entire parcel as Service Commercial (C-3).

Summary of Bylaw 1694:

Bylaw 1694 proposes to amend the OCP and South Ladysmith Area Plan to:

- Designate the rear 1.3 hectares (3.3 acres) as 'Residential'.

Summary of Bylaw 1695:

Bylaw 1695 proposes to amend Zoning Bylaw 1180 to:

- Rezone the rear 1.3 hectares (3.3 acres) to 'Two Family Suburban Residential (R-2A)'.

ALTERNATIVES:

That Council not give first and second reading to Bylaw 1694 and Bylaw 1695.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

The *Local Government Act* specifies that a Public Hearing is required for a rezoning of this nature and specifies the notification requirements.

The subject property falls within 800 metres of an intersection of a controlled access highway thus the amending zoning bylaw must be approved by the Minister pursuant to the provisions of the *Transportation Act*.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The application will be referred to the Advisory Planning Committee on September 9, 2009.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Director of Public Works has no concerns regarding the proposal.

RESOURCE IMPLICATIONS:

Processing rezoning applications is a core function of the Development Services Department. Processing this application is within available staff resources.

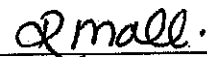
ALIGNMENT WITH STRATEGIC PRIORITIES:

Effective land use planning and community design is a Council strategic direction.

SUMMARY:

Staff have prepared Bylaw 1694 and Bylaw 1695 to facilitate an application to rezone the rear 1.3 hectare portion of 19930 Westdowne Rd. It is recommended to give first and second reading to the bylaws and set a public hearing date.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Bylaw 1694 and Bylaw 1695



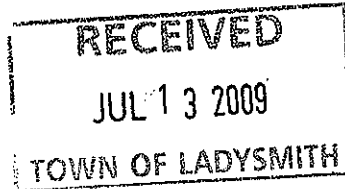
Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

Ladysmith Detachment  
320 6<sup>th</sup> Ave, P.O. Box 280  
Ladysmith, B.C.  
V9G 1A2

Mayor Rob Hutchins  
Town of Ladysmith  
410 Esplanade  
Ladysmith, B.C.  
V9G 1A2



Your File - Votre référence

Our File - Notre référence

Date

July 9th, 2009

### Monthly Mayor Report - June 2009

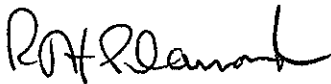
There were two hundred and thirty (230) calls or occurrences (year to date calls - 1043) received during the month of June in the immediate Town of Ladysmith. Below is an overview of various police occurrences for the month and from previous years.

Occurrences	This Month	2009 YTD	2008 YTD	2007 Mar-June YTD
Sexual Assaults	0	2	4	0
Assaults	7	35	21	3
Break & Enter - Business	0	6	17	4
Break & Enter - Residence	3	18	16	2
Break & Enter - Other	0	10	9	2
Theft of Vehicle	1	8	17	15
Theft fm Vehicle - Over \$5000	0	0	3	0
Theft fm Vehicle - Under \$5000	9	55	28	26
Theft Over \$5000	2	3	4	1
Theft Under \$5000	11	61	60	30
Possession Stolen Property	1	4	4	4
Mischief/Property Damage Over	1	3	1	0
Mischief/Property Damage Under	11	43	53	42
Total Calls for Service, Ladysmith	230	1043	997	598
Total Calls for service, area of Ops	418	2061	2016	1315

For your information, please find enclosed copies of the following reports for the month of June 2009.

- Guardroom statistics
- Criminal record check statistics

Sincerely,



S/Sgt R. PLAMONDON  
Non Commissioned Officer in Charge  
Ladysmith Detachment

LADYSMITH RCMP 2009

	PRISONERS	CRIMINAL RECORD CHECKS PAID	CRIMINAL RECORD CHECKS VOLUNTEER	MCF Requests etc.	Total CR checks
JAN	2	28	45		73
FEB	3	36	15		51
MAR	0	12	34		46
APR	0	24	15		39
MAY	0	33	19		52
JUN	5	17	38		55
JUL					0
AUG					0
SEP					0
OCT					0
NOV					0
DEC					0
TOTAL	10	150	166		316

**TSMIT**  
**SOUTH ISLAND TRAFFIC SERVICES**  
**Activity Enforcement Type All Member Report**  
**Grouped By Zone**

**Area/Jurisdiction:** All Members (Grouped By Zone): Regular and/or Special  
**Report Period:** 2009-06-01 - 2009-06-30  
**Enforcement:** VT: ENHANCED/Non-ENHANCED Data

Zone ID:	Zone Description:	Enforcement Type	Enforcement Quantity	% Zone
1(0350)2	BNDRY N COWICHAN MUN - RTE 1A / DAVIS RD N			
<b>Type ID</b>	<b>Enforcement Type</b>		<b>Enforcement Quantity</b>	<b>% Zone</b>
0201	SPEEDING - GENERAL		37	64.91%
0205	SPEEDING - EXCESSIVE		3	5.26%
0304	DRIVER - NOVICE		2	3.51%
0305	DRIVER - NO LICENCE		3	5.26%
0406	DRIVING - FOLLOWING TOO CLOSE		1	1.75%
0409	DRIVING - UNSAFE PASSING		1	1.75%
0504	VEHICLE - NO INSURANCE		1	1.75%
0601	SEATBELT - GENERAL		6	10.53%
0802	DRUG - NO CASE		2	3.51%
0908	COMMERCIAL - LOAD SECURITY		1	1.75%
<b>Zone Total:</b>			<b>57</b>	
1(0355)1	DAVIS RD - HASLAM CREEK			
<b>Type ID</b>	<b>Enforcement Type</b>		<b>Enforcement Quantity</b>	<b>% Zone</b>
0103	INTERSECTION - TRAFFIC LIGHT		1	11.11%
0201	SPEEDING - GENERAL		8	88.89%
<b>Zone Total:</b>			<b>9</b>	
1(0355)2	HASLAM CREEK - DUKE POINT			
<b>Type ID</b>	<b>Enforcement Type</b>		<b>Enforcement Quantity</b>	<b>% Zone</b>
0201	SPEEDING - GENERAL		2	50.00%
0304	DRIVER - NOVICE		1	25.00%
0504	VEHICLE - NO INSURANCE		1	25.00%
<b>Zone Total:</b>			<b>4</b>	
1(0357)	DUKE POINT HWY U/P - JCTN HWY 19			
<b>Type ID</b>	<b>Enforcement Type</b>		<b>Enforcement Quantity</b>	<b>% Zone</b>
0103	INTERSECTION - TRAFFIC LIGHT		1	5.88%
0201	SPEEDING - GENERAL		3	17.65%
0305	DRIVER - NO LICENCE		1	5.88%
0601	SEATBELT - GENERAL		8	47.06%
0802	DRUG - NO CASE		1	5.88%
0902	COMMERCIAL - DEFECTS ON VEHICLE		1	5.88%
0911	COMMERCIAL - CVPE INSPECTION		2	11.76%
<b>Zone Total:</b>			<b>17</b>	

**OPRA - Program Statistics Report**

Notes requires data entry.

**Program Information**

**Program Name:** Ladysmith Police-based Victim Services  
**Program Type:** Police-based  
**Program Definition:** Police-Based Victim Service Program  
**Program Address:** 336 Belaire Street  
 Ladysmith, British Columbia  
 V9G 1A2  
**Service Area(s):** Ladysmith RCMP Detachment  
**Service Recipient(s):** Age: All  
 Crime Type: All Crime  
 Gender: All

**Contract Number:** 15092062-10  
**Contractor Name:** Ladysmith Resource Centre Association

**Program Statistics Report Information**

**Name of Recorder:** CAP BCEIDLMBELL1  
**Report Status:** ACT

**Month/Year:** May 2009  
**Version #:** 3

**SECTION 1 - STAFFING INFORMATION**

**# Program Staff:**   
**# Program Staff After Hours Call-Outs:**   
**# Volunteer Service Hours:**   
**Distance Travelled (km):**

**# Program Staff Hours:**   
**# Volunteers:**   
**# Volunteer On-Call Hours:**

**SECTION 2 - CASELOAD INFORMATION**

**# New Clients:**   
**# General Inquiries:**   
**# Incidents:**   
**# New Clients resulting from Hate Crime:**

**# Ongoing Clients:** 54  
**# Clients' Services Concluded:**   
**# New Clients resulting from Family Violence:**   
**# New Clients resulting from Bullying:**

**SECTION 3 - NEW CLIENT INFORMATION**

*Client Type*

**Client Type Total:** 16  
**# Females:**   
**# Other Client Types:**

**# Males:**

*Age Group*

**Age Group Total:** 16  
**# Children:**   
**# Adults:**   
**# Unknown:**

**# Youth:**   
**# Seniors:**

*Incident Type*

**Incident Type Total:** 16  
**# Murder/Manslaughter:**   
**# Robbery:**

**# Attempted Murder:**   
**# Abduction/Kidnapping:**



*Sexual Assault/Abuse*

# Adult/Senior:   
 # Youth:

# Adult/Senior Survivor:   
 # Child:

*Assault/Abuse*

# Partner:   
 # Senior:   
 # Other:

# Child:   
 # Other Familial:

*Other Incidents*

# Criminal Harassment:   
 # Property Crime:   
 # Suicide/Attempted Suicide:   
 # Missing Persons:   
 # Sudden Death:

# Threatening:   
 # Other Crime:   
 # Motor Vehicle Accident:   
 # Natural Disaster:   
 # Other Incident:

*Client Referred From*

Client Referred From Total: 16  
 # Out of Province:

*Funded Victim Service Program*

# Police-Based Victim Service Program:   
 # CVAP:   
 # VictimLINK:

# Community-Based Victim Service Program:   
 # Victim Safety Unit:   
 # Restorative Justice Programs:

*Other Referral Sources*

# Crown Counsel:   
 # Corrections:   
 # Hospital/Medical:   
 # School/Educational:   
 # Community Agency:   
 # Other Referral Sources:   
 # Referral Source Unknown:

# Police:   
 # Government:   
 # Private Practitioners:   
 # Transition House/STV Counselling:   
 # Self:   
 # Other Clients:

**SECTION 4 - SERVICES PROVIDED**

*Court Support*

# Witness Orientation:   
 # Court Accompaniment Hours:

# Court Accompaniment:   
 # Facilitated Accompaniment:

*Other Assistance*

# Assistance with Victim Impact Statements:   
 # Assistance with Other Forms:   
 # Group De-briefs:   
 # Next of Kin Notification:   
 # Other Activities:

# Assistance with CVAP Forms:   
 # Other Justice System-Related Supports:   
 # Safety Planning:

*Where Client Referred To*

# Out of Province:

# Community-Based Victim Service Program:

# Victim Safety Unit:

# Restorative Justice Programs:

# Police-Based Victim Service Program:

# CVAP:

# VictimLINK:

# Other Referrals:

**Notes:**

Other incidents = Domestic disputes, family problems, Assist the public  
Other referrals - Family Justice Centre, Al Anon

**Report Status Log**

Date	Status	Record Created	Notes
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09-Jun-2009	Active	Record Created	
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**Main Identity**

From: [REDACTED]  
 To: [REDACTED]  
 Cc: [REDACTED]  
 Sent: July 8, 2009 11:49 AM  
 Subject: Fw: SW FORM-JAN09

— Original Message —

From: [REDACTED]  
 To: [REDACTED]  
 Cc: [REDACTED]  
 Sent: July 8, 2009



*JUNE*

**SPEED WATCH MONTHLY REPORT FOR July 2009**

**VOLUNTEER GROUP: LADYSMITH COP VOLUNTEER COORDINATOR: DON WATSON**

**PHONE: 250-245-0667 FAX: E-MAIL: BOOKY1@SHAW.CA**

Locations (Intersection/ Corridor/ Highway)	# of Speed Watch Deployments	Total Vehicles Checked	Over 10 km/h	# of deployments with police presence (2 or 3 strikes)	# of tickets issued
<b>High Crash Location(s)</b>					
Davis Road and TCH	1	1205	149	0	0
T.C.H. at Airport	1	583	172	0	0
Spruston Rd and T.C.H.	4	3803	607	1	0
Brenton-Page Rd Left hand turn  check		3 vehicles illegal left hand turn in 1 hr.			
<b>Other location(s)</b>					
Playground and school zones Davis Road School	1	111	29	0	0
<b>TOTALS</b>	<b>7</b>	<b>5602</b>	<b>957</b>	<b>1</b>	<b>0</b>

Total visibility hours	13.5 hours	# of Warning Letters issued	0
Total admin hours	4	# of Active Volunteers	7

**15**

<b>TOTAL HOURS</b>	17.5 hours	<b># of Seat Belt Surveys</b>	0
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**Comments**

We need more R.C.M.P. backup.

Please email to: [REDACTED]  
Phone: (250) 729-3505  
Fax: (250) 729-3547

DAILY JOURNAL VISITORS REPORT May-09

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Officer	Wash Key
1										
2						2+4		6		0+1
3							7	7		0
4		5								
5			0+1					5	1	0
6				7+1				1		0+0
7					3+4			5		1+0
8						3+2		7		0+0
9							4	5		0+0
10								4		0
11		3+4						7	1	0+2
12			5+1					6	2	1+0
13				0+5				5		0+1
14					5+2			7	2	0+0
15						5+2		7	2	0+
16								-		-
17										
18										
19			8+5					13	1	0+1
20				4+2				6		0+0
21					3+8			11		0+2
22						4+3		7		0+0
23							6	6		0+0
24										
25		4+3						7		0+0
26			8+7					15	1	0+0
27				1+3				4		0+2
28					5+0			10		0+1
29						5+2		7		0+1
30							4	4		0
31								165	8	17

TOTAL FOR MAY/09 165 8 17



## Town of Ladysmith

Minutes of a meeting of Council of the Town of Ladysmith held in Council Chambers at City Hall on Monday, September 21, 2009 at 7:00 p.m.

### COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins (Chair)  
Scott Bastian  
Duck Paterson

Steve Arnett  
Lori Evans  
Bruce Whittington

### COUNCIL MEMBERS ABSENT:

Jillian Dashwood

### STAFF PRESENT:

Ruth Malli  
Felicity Adams

Sandy Bowden  
Rebecca Kalina

Mayor Hutchins called the meeting to order at 6:29 p.m.

### EXECUTIVE SESSION

2009-495: It was moved, seconded and carried that this meeting retire into Executive Session (6:29 p.m.) pursuant to Section 90(1) of the Community Charter to consider the following items:

- 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;
- (Additional Item) labour relations or other employee relations;

### RISE AND REPORT

2009-496: It was moved, seconded and carried that the Executive Session of Council rise without report (6:44 p.m.)

The Regular Session of Council began at 7:00 p.m.

### AGENDA APPROVAL

The Mayor requested Council's consideration of the following addition to the agenda:  
11.1 - Appointment of voting delegate for Municipal Insurance Association meeting at the Union of British Columbia Municipalities conference.

2009-497: It was moved, seconded and carried that the agenda for the Regular Council meeting for Monday, September 21, 2009 be approved as amended.

### MINUTES

2009-498: It was moved, seconded and carried that the Council minutes of September 8, 2009 be approved as circulated.

### PUBLIC HEARINGS

PUBLIC HEARING - Bylaw 1692 and Bylaw 1993

APPLICANT AGENT  
Town of Ladysmith

PUBLIC ATTENDANCE: 35

A Public Hearing for Bylaw 1692 and Bylaw 1693 was held in Council Chambers at City Hall, 410 Esplanade, Ladysmith, B.C. on Monday, September 21, 2009 at 7:00 p.m.

Mayor Hutchins welcomed the public and noted that the public input portion of the hearing would take place in two parts - Part 1 would entertain questions clarifying the project or bylaw and Part 2 would afford attendees an opportunity to provide comments to council on the proposed development.

F. Adams, Manager of Development Services, provided an overview of the application from the Town for a portion of Lot 1, District Lot 108, Oyster District, Plan VIP73133 (3.3 ha - about 8 acres). She noted that the property is located at the end of 4th Avenue at the north-western boundary of the town and that the purpose of Bylaw 1692 is to amend the Official Community Plan to:

- Add a new policy to support manufactured home parks as an affordable housing option;
- Permit a manufactured home park density up to 20 units per hectare;
- re-designate the subject area for manufactured home park use and multifamily residential use, and include the multi-family area within DPA 4.

And that the purpose of Bylaw 1693 is to amend the Zoning bylaw to:

- add new definitions for manufactured home park and manufactured home consistent with provincial legislation,
- create a new Manufacture Home Park only zone;
- Rezone the subject area for manufactured home park use and multiple family residential uses, including duplexes.

Ms. Adams advised that the Public Hearing notice was published in the Chronicle newspaper on September 8 and 15, 2009 and posted on community notice boards throughout Town and on the Town's website. Notices were mailed to neighbouring property owners and a copy was made available at the front counter of City Hall for the two week notice period. A sign on the subject property provided information regarding the Neighbourhood Information Meeting and tonight's Public Hearing. She stated that there were no written submissions or telephone enquiries received in connection with this Public Hearing.

The Neighbourhood Information Meeting was also advertised in the Chronicle newspaper on September 1 and 8, 2009. The Neighbourhood Information Meeting was held on Thursday, September 10, 2009; it was attended by 35 people. No concerns were raised about the subject bylaws.

The Bylaws were referred to the Cowichan Valley Regional District; and no comments were received from the CVRD. The Bylaws were referred to the Town's Advisory Planning Commission which expressed support for the proposed development.

Mayor Hutchins called for questions a first time.  
 Mayor Hutchins called for questions a second time.  
 Mayor Hutchins called for questions a third time.

No questions were asked.

Mayor Hutchins called for comments a first time.  
 Mayor Hutchins called for comments a second time.

L. Courtney – Rocky Creek Road  
 Expressed support on behalf of the Ivy Green Residents Association for this new manufactured home park.

G. Horth – Gatacre Street  
 Inquired about the timing of building the playing fields and about the funding.

M. Geary – Parkhill Terrace  
 Inquired about the work on Lot 108 and the manufactured home park being done simultaneously.

Mayor Hutchins called for comments a third time.

No further comments were made.

Mayor Hutchins called for any written submissions. No letters were forthcoming.

Hearing no further comments, Mayor Hutchins declared that the Public Hearing for Bylaw 1692 and Bylaw 1693 was closed. (7:08 p.m.).

**BYLAWS (OCP/ZONING)** 2009-499: It was moved, seconded and carried that Town of Ladysmith Official

Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 25), 2009, No. 1692 be read a third time and adopted.

2009-500: It was moved, seconded and carried that Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 75), 2009, No. 1693 be read a third time and adopted.

## PROCLAMATIONS

Mayor Hutchins proclaimed October 19 - 25, 2008 as "Waste Reduction Week" in the Town of Ladysmith.

## REPORTS

### COMMUNITY SERVICES CENTRE/CIVIC SPACE REZONING (208 HIGH STREET AND 217 BULLER STREET)

2009-501: It was moved, seconded and carried that Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 27), 2009 No. 1696 be read a first and second time;

And that Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 76), 2009, No. 1697 be read a first and second time;

And that a public hearing be scheduled for Bylaw 1696 and Bylaw 1697 on October 19, 2009.

### BIKE PLAN RFP - CONSULTANT SELECTION

2009-502: It was moved, seconded and carried that the contract for the Bike Plan Update project be awarded to HB Lanarc with Richard Drdul in the amount of \$20,928 plus GST;

AND that Council include this project in the Development Services list of Top 5 strategic priorities.

### MACHINE SHOP SPACE RENTAL

2009-503: It was moved, seconded and carried that Staff be authorized to lease Unit H in the Machine Shop building to Atlantis Kayaks for \$5.00 per square foot, for a period of one year commencing October 1, 2009, and that Council direct staff to proceed with statutory notification.

### REQUEST FOR EXPRESSIONS OF INTEREST - COMMUNITY SOCIAL SERVICES CENTRE AND SPIRIT SQUARE

2009-504: It was moved, seconded and carried that Staff be authorized to negotiate terms of reference and a contract for Council approval with D'Ambrosio Architecture and Urbanism for the purpose of designing a multi-purpose community social services building and surrounding Spirit Square.

## CORRESPONDENCE

### WESTERN ECONOMIC DIVERSIFICATION CANADA - GRANT

2009-505: It was moved, seconded and carried that the grant for the Community Services Centre in the amount of \$2,752,047 be received;  
and that a letter of thanks for the grant be forwarded to Western Economic Diversification Canada and to the Minister;  
and that the Mayor and Corporate Officer be authorized to sign the agreement on behalf of the Town;  
and that the 5 year Financial Plan and budget be amended accordingly.

2009-506: It was moved, seconded and carried that Staff be recognized for their work on the CAF grant application for the Community Services Centre.

## BYLAWS

2009-507: It was moved, seconded and carried that Town of Ladysmith Cemetery Management Bylaw 2009, No. 1668 be adopted.



**NEW BUSINESS**

DELEGATE FOR MUNICIPAL INSURANCE ASSOCIATION MEETING

2009-509: It was moved, seconded and carried that Councillor S. Arnett be appointed as the voting delegate for the Municipal Insurance Association meeting at the Union of British Columbia Municipalities conference.

**ADJOURNMENT**

2009-510: It was moved, seconded and carried that the meeting be adjourned at 7:26 p.m.

**CERTIFIED CORRECT:**

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Mayor (R. Hutchins)

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Corporate Officer (S. Bowden)

## Town of Ladysmith

### **COMMITTEE REPORT**



**LADYSMITH**

To: Mayor and Council  
From: Councillor D. Paterson, Chair,  
Government Services Committee  
Date: September 24, 2009  
File No: 0550-20

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Re: GOVERNMENT SERVICES COMMITTEE - September 21, 2009

At its meeting on September 21, 2009 the Government Services Committee recommended to Council the following:

- 1.) That Council approve in principle the establishment of a Ladysmith Community Garden on the open space on High Street and Second Avenue (behind ballpark) subject to confirmation that the Community Commons Committee is no longer interested in the site and further that staff report to Council on the costs associated with the request from the Community Gardens Task Force for water service and vehicle access to the site.
- 2.) That the correspondence from R. Balboni be referred to the Environment Commission for review and report and if deemed appropriate referred to the budget process.
- 3.) That the Mayor and Corporate Officer be authorized to sign the First Responder Agreement (Consent and Indemnity) between the Province of British Columbia and the Ladysmith Fire Rescue Service.
- 4.) That Staff be directed to review the condition of Arbutus trees at Transfer Beach and Aggie Field to determine what action can be taken to determine the health of the trees and the potential issue of removal of trees.



Town of Ladysmith  
**STAFF REPORT**

To: Mayor and Councillors  
From: Ruth Malli, City Manager  
Date: October 1, 2009  
File No:

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Re: **FUNDING ASSISTANCE APPLICATION FOR RENOVATIONS TO SENIORS CENTRE (HIGH STREET) THROUGH "NEW HORIZONS FOR SENIORS PROGRAM"**

**RECOMMENDATION(S):**

That Council authorize staff to apply for funding under the Federal government's "New Horizons for Seniors Program" to assist with the funding for the proposed renovations to the Seniors Centre located on High Street for up to \$25,000, and that if the grant application is successful, the Financial Plan be amended accordingly.

**PURPOSE:**

The purpose of this staff report is to seek Council's authorization to prepare a grant application through the Federal "New Horizons for Seniors Program" for funding assistance to renovate the Seniors Centre located on High Street.

**INTRODUCTION/BACKGROUND:**

The Government of Canada has released a call for funding applications for the "New Horizons for Seniors Program". The purpose of the program is to provide funding to non-profit organizations to ensure seniors can benefit from, and contribute to, the quality of life in their communities through active living and participation in social activities. There are three kinds of funding available: Community Participation and Leadership, Capital Assistance, and Elder Abuse Awareness.

The Capital Assistance portion of the program helps non-profit organizations to upgrade their facilities or equipment they use for existing seniors programs and activities. The renovation project planned for the Seniors Centre on High Street meets all of the eligibility criteria. The New Horizons program provides funding of up to \$25,000, and the deadline for application is November 6, 2009.

**SCOPE OF WORK:**

Once Council authorizes staff to prepare the grant application, Corporate Services staff will ensure the application is prepared and submitted in accordance with the submission guidelines.

**ALTERNATIVES:**

Should Council deny this request to submit the grant application the Town and the Seniors Association will miss this funding opportunity.

FINANCIAL IMPLICATIONS:

As noted previously the New Horizons for Seniors Program provides funding of up to \$25,000.

LEGAL IMPLICATIONS:

n/a

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Members of the Seniors Association and the general public are supportive of enhancing the Seniors Centre. The funding assistance through this federal program will off-set the costs to the Town for the project.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Corporate Services staff will provide assistance as required for this grant application.

RESOURCE IMPLICATIONS:

n/a

ALIGNMENT WITH STRATEGIC PRIORITIES:

The new civic space is one of the City Manager's top five strategic priorities for 2009.

SUMMARY:

The community services centre project is proceeding. The Seniors Centre will remain at the High Street location and Council has committed to renovating the facility. Staff will pursue funding assistance options for the project on an on-going basis. The proposed renovations meet the criteria for the Federal government's New Horizons for Seniors Program. Council's approval is required prior to the preparation and submission of the grant application.



## Town of Ladysmith

### **STAFF REPORT**

To: Ruth Malli, City Manager  
From: Sandy Bowden, Director of Corporate Services  
Date: October 1, 2009  
File No:

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Re: Permissive Tax Exemption Bylaw 2009 No. 1699

**RECOMMENDATION:**

That Council approve the requested property tax exemptions stipulated in Permissive Tax Exemption Bylaw 2009 No. 1699 and give first three readings to the bylaw at the Council meeting held on October 5, 2009.

**PURPOSE:**

The purpose of this staff report is to provide Council with an overview of proposed property tax exemptions which include places of worship, charitable, non-profit organizations and properties with a partnering agreement with the Town of Ladysmith, for the 2010 taxation year.

**INTRODUCTION/BACKGROUND:**

In accordance with Section 224 of the Community Charter, Council may, by bylaw exempt land or improvements from taxation under section 197 (1) (a) [*municipal property taxes*].

Every year Council approves a bylaw exempting places of worship, charitable and non-profit organizations from property taxes. In addition, Council has also exempted properties which are the subjects of partnering agreements between the Town and the property owner.

**FINANCIAL IMPLICATIONS:**

See attached Schedule A of Bylaw No. 1699. The estimated municipal portion of exempted property taxes for 2010 is \$64,774.39.

**LEGAL IMPLICATIONS:**

Staff will ensure that the statutory notice for Schedule A is published in the Ladysmith and District Chronicle, prior to the adoption of the bylaw, in accordance with the legislation.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS:**

The public is generally supportive of exempting properties which are the subject of the Bylaw from property taxes.

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

n/a

**SUMMARY:**

Council's authorization is required to exempt certain properties from taxation annually. Schedule A of Bylaw No. 1699 specifies the properties located within Ladysmith which are recommended for property tax exemptions. It is recommended that Council give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings to Bylaw No. 1699 at the October 5, 2009 Regular Council. The bylaw will be placed on the October 19, 2009 Regular Council agenda for final adoption.

I concur with the recommendation.

Ruth Malli, City Manager

**ATTACHMENTS:**

Permissive Tax Exemption Bylaw 2009 No. 1699 **25**

TOWN OF LADYSMITH

BYLAW NO. 1699

A bylaw to exempt from taxation certain lands for the year 2010.

WHEREAS Section 224 of the *Community Charter* permits Council, by by-law, to exempt from taxation certain buildings, the lands on which the buildings stand and the lands surrounding certain buildings;

NOW THEREFORE the Municipal Council of the Town of Ladysmith in open meeting assembled, enacts as follows:

Part 1 – Church Properties Tax Exemption

All church halls and lands within the legal boundaries of those properties listed under Section 1 of Schedule ‘A’ are hereby exempted from taxation for the year 2010.

Part 2 – Charitable, Not-for Profit and Recreational Tax Exemption

All lands within the legal boundaries of those properties listed under Section 2 of Schedule ‘A’ are hereby exempted from taxation for the year 2010.

Part 3 – Partnering Exemption Authority

All lands within the legal boundaries of those properties listed under Section 3 of Schedule ‘A’ are hereby exempted from taxation for the year 2010.

Schedule A through E, inclusive, which are attached hereto form a part of this bylaw.

This bylaw may be cited as "Permissive Tax Exemption Bylaw 2009, No. 1699."

READ A FIRST TIME on the day of

READ A SECOND TIME on the day of

READ A THIRD TIME on the day of

ADOPTED on the day of

\_\_\_\_\_  
Mayor (R. Hutchins)

**26** \_\_\_\_\_  
Corporate Officer  
(S. Bowden)

TOWN OF LADYSMITH BYLAW No. 1699

SCHEDULE "A"

PROPERTY DESCRIPTION	2010			2011	2012	
	ESTIMATE FOR AMOUNT OF TAX REVENUE FOREGONE BASED ON 2009			(2010 + 2%)	(2011 + 2%)	
	MUNICIPAL REVENUE	OTHER GOV'T REVENUE	TOTAL REVENUE	TOTAL REVENUE	TOTAL REVENUE	
Section 1						
St. Mary's Catholic Church 224.2(f) Buildings for Public Worship	1135 4th Ave Remainder of DL 145, LD43 Oyster Land District except Plans 33231 & VIP72186 (Specifically the area of land and buildings outlined in red on Schedule 'B') Folio 1448.000	5,484.52	4,288.46	9,772.98	9,968.44	10,167.81
Pentecostal Assemblies of Canada 224.2(f) Buildings for Public Worship	1149 4th Ave Lot A, Plan 46331, DL43, Oyster District (Specifically the area of land and buildings outlined in red on Schedule 'C') Folio 1449.080	4,686.90	6,149.43	10,836.33	11,053.06	11,274.12
United Church of Canada 224.2(f) Buildings for Public Worship	232 High Street Lot A, Plan VIP63119, DL56 Oyster Land District Folio 327.010	777.13	1,054.79	1,831.92	1,868.56	1,905.93
Ladysmith Fellowship Baptist Church 224.2(f) Buildings for Public Worship	381 Davis Rd Lot 1, Plan 43316, DL 43, LD43 Folio 1041.500	1,632.93	2,527.04	4,159.97	4,243.17	4,328.03
Anglican Synod Diocese of BC 224.2(f) Buildings for Public Worship	314 Buller St Lot A, Blk 76, LD 43 Plan 703A Folio 494.000	991.14	1,422.96	2,414.10	2,462.38	2,511.63
Section 2						
Ladysmith Senior Citizens Housing Society 224.2(a) Non-Profit	101 1st Ave Lot 1, DL56, LD43, Plan 31443 Folio 1338.000	4,162.28	3,163.68	7,325.96	7,472.48	7,621.93
Ladysmith Senior Citizens Housing Society 224.2(a) Non-Profit	207 Jamison Rd Lot 1, DL 56, LD 43, Plan 21490 (Specifically the area of land surrounding the building footprint as shown on Schedule D) Folio 1322.300	694.54	419.80	1,114.34	1,136.63	1,159.36
Ladysmith Resource Centre Association 224.2(a) Non-Profit	721 1st Ave Lot 11, Blk 7, LD43, Plan 703 (Right to Purchase) Folio 0055.000 AND	4,284.55	2,472.23	6,756.78	6,891.92	7,029.76
	26 Buller St Lot 12, Blk 7, LD43, Plan 703 (Right to Purchase) Folio 0056.000 AND	2,329.14	1,299.08	3,628.22	3,700.78	3,774.80
	12 Buller ST Lot 14, Blk 7, LD43, Plan 703 Folio 0058.000	1,075.92	721.56	1,797.48	1,833.43	1,870.10
Ladysmith Maritime Society 224.2(a) Non-Profit	616 Oyster Bay Dr Lot 4, DL 8G/11G, LD43, Plan 45800 Portion & DL24 & 56, except Plan VIP64405, VIP71943 & VIP72131 Folio 1109.322 now included with 1602.100 AND	1,214.08	630.05	1,844.13	1,881.01	1,918.63

Ladysmith Maritime Society 224.2(a) Non-Profit	Unit C, I & M - 610 Oyster Bay Dr Lot 4, Plan 45800 Parent parcel 1109.300	1,795.90	1,077.55	2,873.45	2,930.92	2,989.54
Ladysmith Golf Club Society 224.2(i) Recreational	380 Davis Rd DL43, LD43, except Plans 2478, 4670, 5873, 7527, 8922, 12027, 14051, 15693, 835R, 34197, 48247 & VIP57353. exc E&N R/W Pcl A (DD24404N) Pcl C (DD344431), VIP65242 Folio 1017.005	2,543.30	3,206.31	5,749.61	5,864.60	5,981.89
Ladysmith Senior Citizens Society 224.2(a) Non-Profit	220 High St Lot A, DL56, LD42, Plan VIP68919 Folio 222.520	546.08	657.30	1,203.38	1,227.45	1,252.00
Ladysmith Festival of Lights 224.2(a) Non-Profit	1163 4th Ave Lot A, DL146, LD43, Plan 34438 Folio 1449.200	5,922.43	3,455.06	9,377.49	9,565.04	9,756.34
St John's Masonic Temple Assoc (Leased by Town for parking lot) 224.2(a) Non-Profit	26 Gatacre St Lot 9, Blk 9, LD43, Plan 703 Folio 85.000	1,927.43	1,230.14	3,157.57	3,220.72	3,285.13
Arts Council of Ladysmith & District 224.2(a) Non-Profit	Units J, K & L - 610 Oyster Bay Rd Lot 4, 45800 Folio 1109.328	1,027.92	616.75	1,644.67	1,677.56	1,711.11
Eco-Tourism Building (mechanical room and public storage only) 224.2(a) Non-Profit	Transfer Beach Lot 2, Plan 36262 (Specifically the area of land and buildings outlined in red on Schedule 'E') Folio 1110.110	1,911.11	1,146.67	3,057.78	3,118.94	3,181.32
Ladysmith Health Care Auxiliary 224.2(a) Non-Profit	910 1st Ave (Thrift Shop) Lot 1, Blk 30, Plan 703A Folio 263.000	4,698.08	2,720.45	7,418.53	7,566.90	7,718.24
Island Corridor Foundation 224.2(a) Non-Profit	Folio 910.005 Folio 1052.008, 1052.009 Folio 1475.000, 1476.001 Folio 1477.000, 1477.010 Folio 1477.020, 1477.030	10,329.16	5,193.70	15,522.86	15,833.32	16,149.99
Canadian Legion Branch #171 224.2(a) Non-Profit	621 1st Ave Lot A, Blk 8, Plan 703 Folio 70.000	2,193.92	1,385.65	3,579.57	3,651.16	3,724.18
Section 3						
Ladysmith & District Historical Society archives 225.2(a) Partnering Agreement	1115A - 1st Ave (under Tim Horton's) Lot 1, VIS5873, DL118, LD43 Folio 1373.010	2,169.57	1,301.74	3,471.31	3,540.74	3,611.55
Municipal Parking lot 225.2(a) Partnering Agreement 3 year exemption (2009, 2010 & 2011)	17 & 25 Roberts St Lots 8 & 9, Blk 11, Plan 703A Folios 123.000 & 125.000	2,376.46	1,229.08	3,605.54	3,677.65	3,751.20
<b>TOTALS</b>		<b>64,774.49</b>	<b>47,369.48</b>	<b>112,143.97</b>	<b>114,386.86</b>	<b>116,674.59</b>

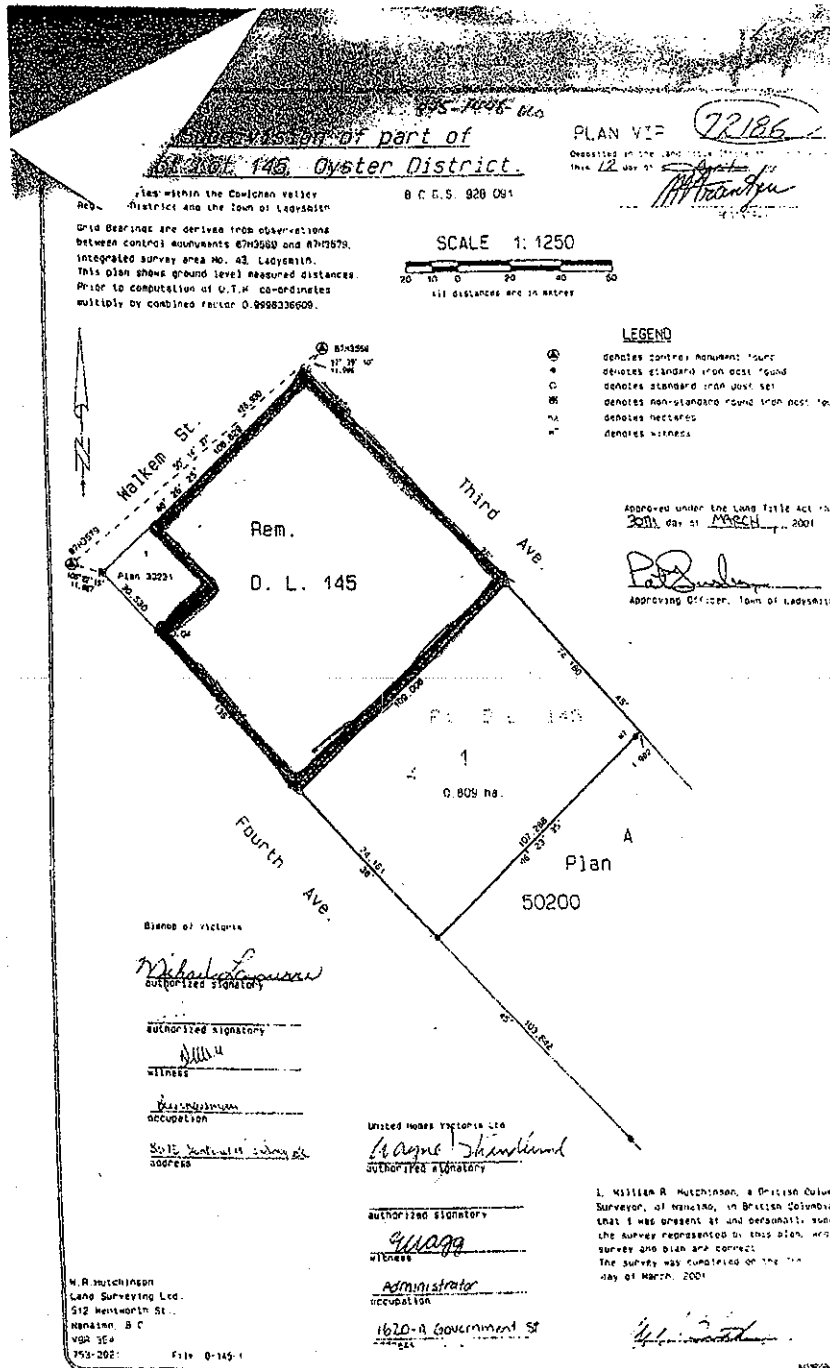
This is Schedule "A" attached to and forming part of  
"Tax Exemption Bylaw 2009, No.1699"

Corporate Officer (S. Bowden)



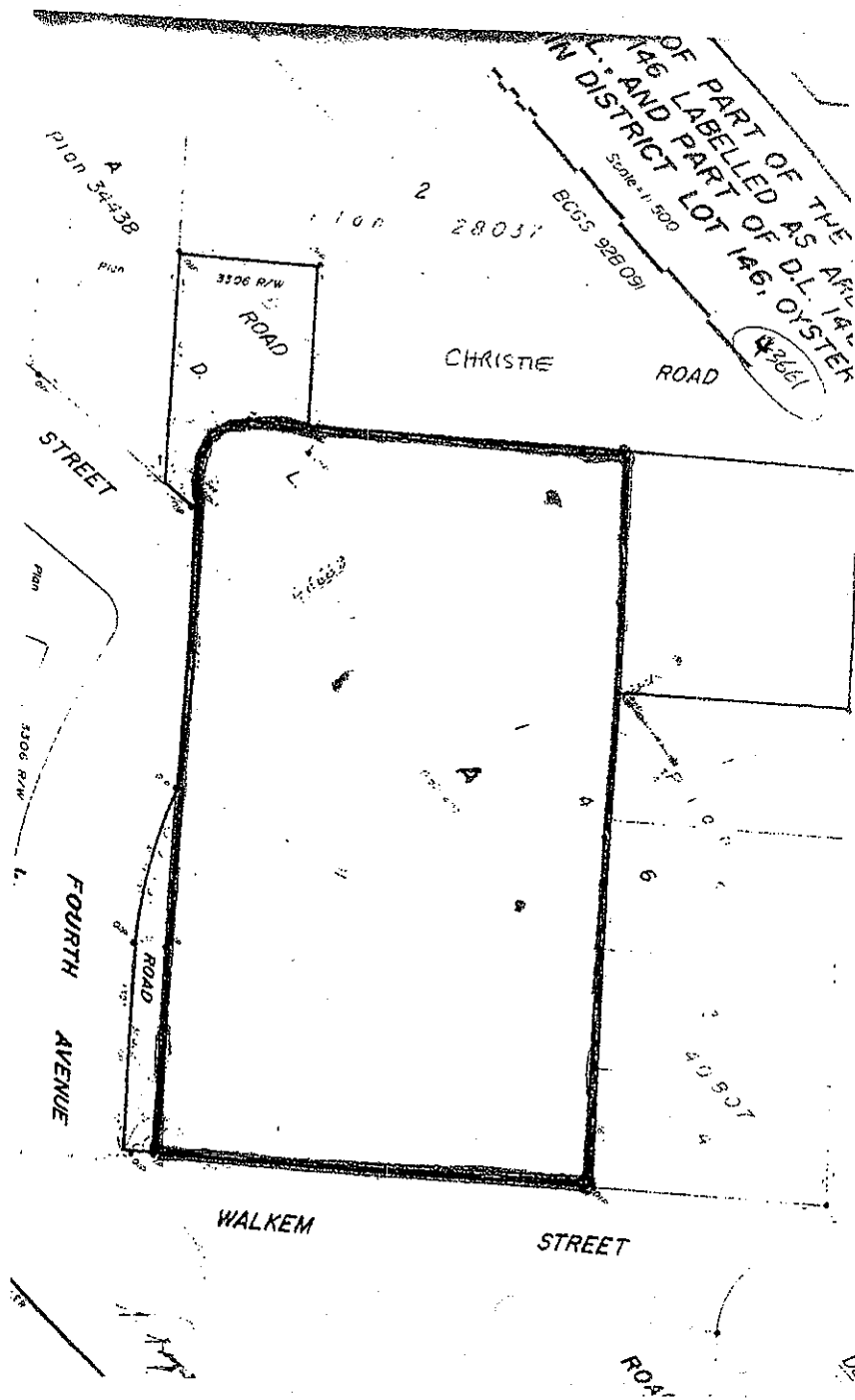
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Corporate Officer (S. Bowden)



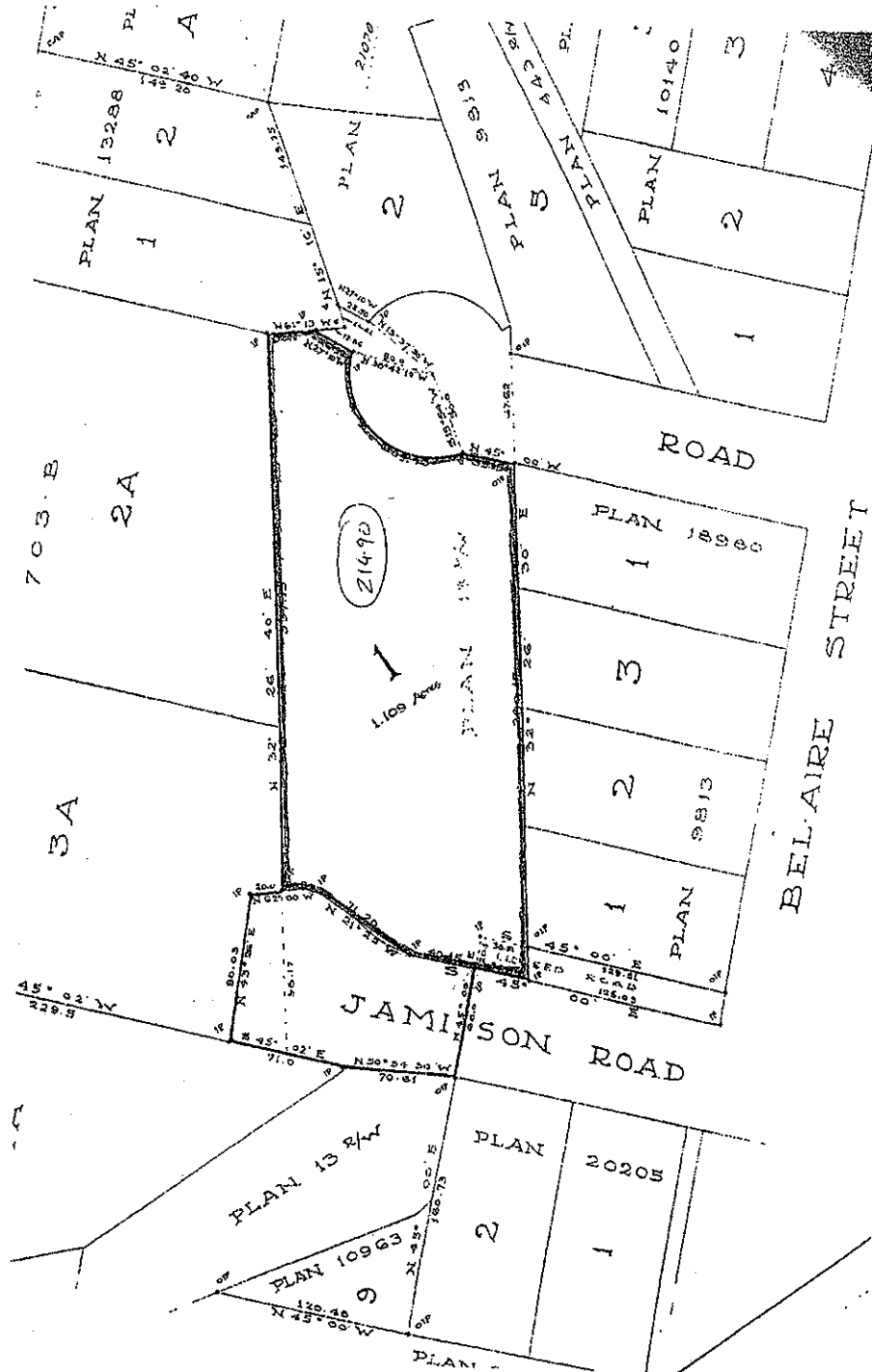
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Corporate Officer (S. Bowden)



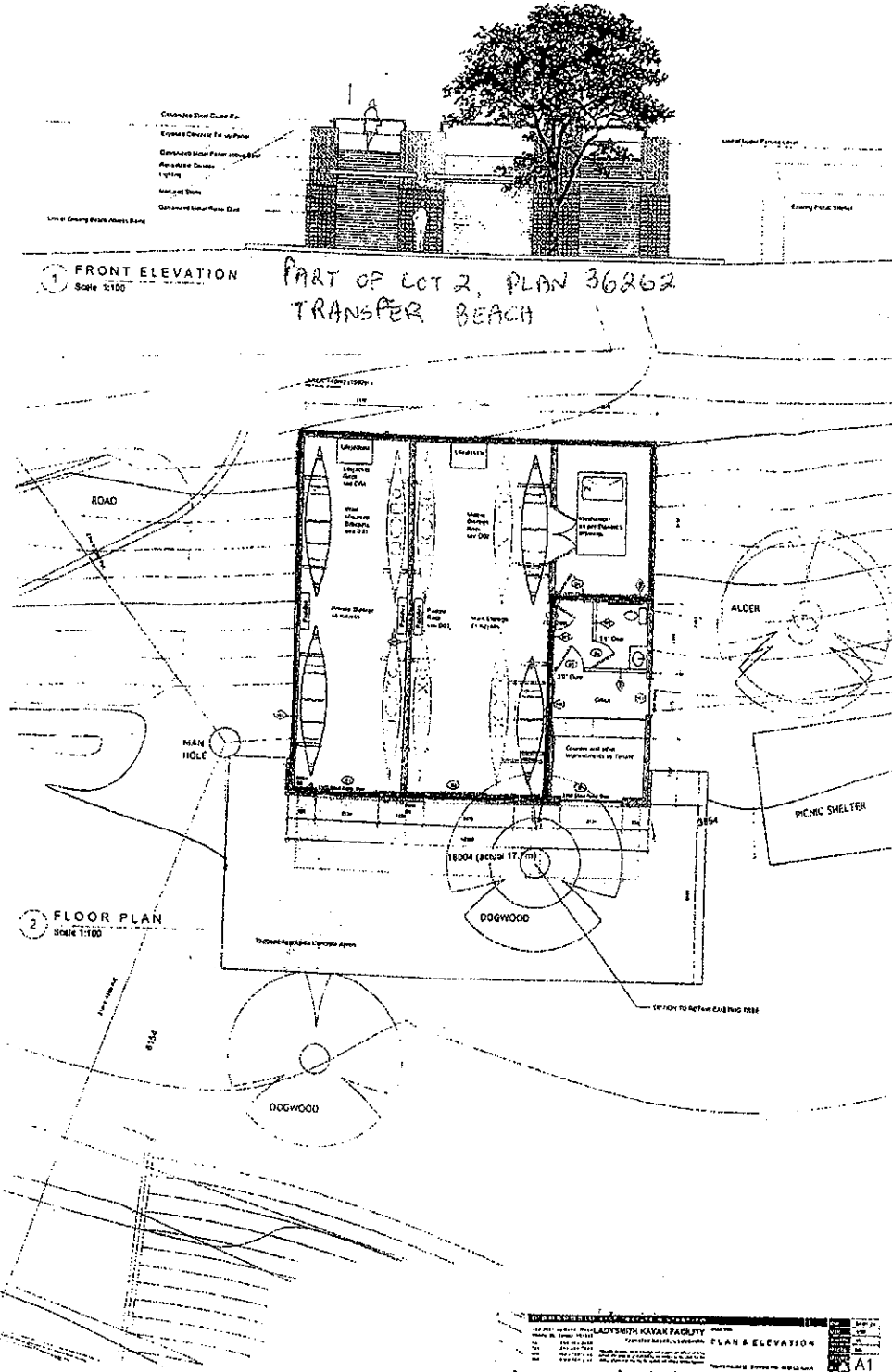
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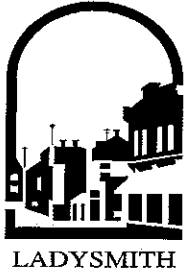
Corporate Officer (S. Bowden)



This is schedule "E" attached to and forming part of "Tax Exemption Bylaw 2009, No. 1699".

Corporate Officer (S. Bowden)





Town of Ladysmith  
**STAFF REPORT**

To: Council  
From: Ruth Malli  
Date: September 30, 2009  
File No: 1855-20

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Re: **APPLICATION TO HOST A LOCAL GOVERNMENT MANAGEMENT INTERN**

**RECOMMENDATION(S):**

That Council endorse the Town of Ladysmith's application to the Local Government Management Internship Program for 2010/2011, in partnership with the Stz'uminus First Nation

and that Council approve the associated cost of \$38,200,

and that the Financial Plan be amended accordingly.

**PURPOSE:**

To secure Council's approval to apply to host a Management Intern through the Local Government Management Internship Program.

**INTRODUCTION/BACKGROUND:**

The town was one of the five host local governments during the first year of the Local Government Management Internship Program, in 2008/2009. The Management Intern, Erin O'Mellin, made significant contributions to the organization during the eight months she was with the program.

The value of the program to a municipality like Ladysmith is that it provides additional staff resources and is an excellent way to mentor—and learn from—an employee who represents the future face of the workforce. This assists the Town with staff succession planning and provides valuable insight into how to attract and retain younger workers in our community. The program is also an opportunity for the Town of Ladysmith to remain engaged with other communities in the province and to continue working on another joint initiative with the Stz'uminus First Nation.

**SCOPE OF WORK:**

If successful, the Town will recruit and engage a Management Intern for the period of one year. The Intern will be expected to carry out a work plan that will support the Town's strategic priorities, while acquiring valuable knowledge and experience in local government management.

The City Manager will be the lead Intern mentor, supported by the members of the Senior Management Team.

ALTERNATIVES:

Not applicable.

FINANCIAL IMPLICATIONS:

The direct cost to the Town is \$38,200. The Local Government Management Association will contribute up to \$27,000 towards salary and benefits, and up to \$9,000 for travel, training and related expenses.

LEGAL IMPLICATIONS:

None

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

None

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Although the Intern will report directly to the City Manager, s/he will be expected to carry out projects in all Town departments. On those assignments, s/he will be working closely with the respective Directors.

RESOURCE IMPLICATIONS:

Hosting a Management Intern will require additional supervisory/mentoring time by senior managers.

ALIGNMENT WITH STRATEGIC PRIORITIES:

Supports the Town's strategic priority to become one of Canada's Top 100 Employers, and aligns with the strategic direction of supportive corporate governance.

SUMMARY:

The Local Government Management internship Program is an opportunity for the Town of Ladysmith to participate in a unique professional development program for future municipal employees with a significant contribution by the Local Government Management Association of BC.



# Ladysmith Fire / Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5  
Phone: 250-245-6436 • Fax: 250-245-0917



## FIRE CHIEF'S REPORT

MONTH: August, 2009

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YEAR'S TOTALS
Alarms Activated: Pulled Station		1											1
By mistake	1			1			1						3
Electrical problem		3	2	1	1		1	1					9
Due to cooking			2	1		1		1					5
Assistance						1		1					2
Burning Complaint			1	4	2	1	4						12
Fire: Structure	2	1	1	1	1								6
Chimney	1	1	1										3
Interface / Bush		1		1	2	1	1						6
Vehicle	1					1							2
Other	1		1	3		3		3					11
Hazardous Materials								1					1
Hydro Lines: Down / Fire	1	1											2
Medical Aid	3	1	1	1	1	1	2						10
Mutual Aid	1				2		2						5
MVI	2	4	5	2	3	2	5	1					24
Rescue													
<b>MONTH TOTALS (not incl. Practises)</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>12</b>	<b>11</b>	<b>16</b>	<b>8</b>					<b>102</b>
Practises (Totals for each Month)	4	4	5	4	4	5	4	4					34

### ALARMS ACTIVATED (location/owner):

1. 840 Esplanade – faulty sensor
2. 840 Esplanade – cooking activation

### COMPARISONS:

Year to Date / 09 102 (excl. practises)  
Year to Date / 08 123 (excl. practises)  
Year to Date / 07 100 (excl. practises)

APPROVED:

*Ray Delcourt*  
Fire Chief

TOWN OF LADYSMITH  
 BUILDING PERMIT  
 SUMMARY REPORT  
 MONTH: AUGUST 2009

Commercial	Industrial	Institutional	(New) Residential	# Dwelling Units	Residential Adds / Renos	Permits This Month	Permits For Year To Date	Bldg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values This Year				
\$ -	0	\$ -	0	0	\$ 605,000	5	5	\$ 115,400	9	19	94	\$ 6,504	\$ 720,400	\$ 8,482,569

SUMMARY - YEAR TO DATE

JAN	\$ -	0	\$ -	0	\$ -	0	\$ 516,000	4	4	\$ 28,000	1	5	5	\$ 4,546	\$ 544,000	\$ 544,000
FEB	\$ -	0	\$ -	0	\$ 105,000	1	\$ 283,000	3	3	\$ 36,000	3	7	12	\$ 2,982	\$ 424,000	\$ 968,000
MAR	\$ 330,000	1	\$ -	0	\$ -	0	\$ -	0	0	\$ 44,000	3	7	19	\$ 2,440.75	\$ 374,000	\$ 1,342,000
APR	\$ 1,200,000	1	\$ -	0	\$ -	1	\$ 415,000	3	3	\$ 51,590	8	12	31	\$ 12,295	\$ 1,525,670	\$ 2,867,670
MAY	\$ -	0	\$ -	0	\$ -	0	\$ 251,000	2	2	\$ 25,600	6	15	46	\$ 2,607	\$ 276,600	\$ 3,144,270
JUN	\$ -	0	\$ -	0	\$ 20,000	2	\$ 598,149	4	4	\$ 72,650	8	13	59	\$ 5,703	\$ 690,799	\$ 3,835,069
JUL	\$ -	2	\$ 2,960,000	1	\$ 5,000	1	\$ 884,000	5	5	\$ 78,100	7	16	75	\$ 22,039	\$ 3,927,100	\$ 7,762,169
AUG	\$ -	0	\$ -	0	\$ -	0	\$ 605,000	5	5	\$ 115,400	9	19	94	\$ 6,504	\$ 720,400	\$ 8,482,569
SEP																
OCT																
NOV																
DEC																
TOTAL	\$ 1,530,000	4	\$ 2,960,000	1	\$ 130,000	5	\$ 3,552,149	26	26	\$ 451,340	45	94	94	\$ 59,117	\$ 8,482,569	

# of Demolitions for month = 0 , for YTD = 5

COMPARISONS

# DWELLING UNITS / VALUE		PERMITS ISSUED / VALUE	
YEAR TO DATE / 09	26 \$ 3,552,149	YEAR TO DATE / 09	94 \$ 8,482,569
YEAR TO DATE / 08	53 \$ 6,609,300	YEAR TO DATE / 08	105 \$ 8,938,098
YEAR TO DATE / 07	58 \$ 8,674,290	YEAR TO DATE / 07	107 \$ 12,031,389

*[Signature]*  
 BUILDING INSPECTOR



**COASTAL ANIMAL CONTROL SERVICES OF BC LTD**

2202 Herd Rd. Duncan, BC. V9L 6A6

(250) 748-3395

**TOWN OF LADYSMITH POUND REPORT**

August, 2009

<b>Disposition of Impounded Dogs</b>	<b>Current Month</b>	<b>2009 Totals</b>	
Stray dogs impounded	0	5	
Stray dogs claimed	0	5	
Stray dogs put up for adoption	0	0	
Stray dogs euthanized	0	0	
Stray livestock / cats	0	0	
<b>Calls Received and Investigated</b>	<b>8</b>	<b>55</b>	
Aggressive dogs	0	6	
Dogs at large	3	29	
Noise (barking) complaints	4	15	
Other non specific dog related calls	1	5	
Wildlife / livestock / cats	0	0	
<b>Monthly Pound and Board Fees Collected</b>	<b>\$0</b>	<b>\$530.00</b>	
Impound fees	0	\$450.00	
Daily board fees	0	\$80.00	
<b>Tickets issued</b>	<b>1</b>	<b>3</b>	
Unlicenced dog	\$0	\$0	
Dog at large	\$0	\$200.00	
Dangerous dog at large	\$0	\$0	
Habitually noisy	\$100.00	\$100.00	
<b>Licencing Statistics</b>	Tags	0	871
	Revenue	\$0	\$20400.00

Trevor Hughes

RECEIVED

SEP 16 2009

280 Calder Road,  
Nanaimo, B.C. V9R-6J1.  
September 15, 2009.

City Hall,  
Ladysmith.  
B.C. V9G1A2.

To Mayor and Council:

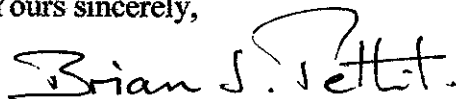
As a parent of one of the hundred or so children with Type 1 Diabetes attending schools in this mid-island region, I am again asking for your support to advance diabetes up the global awareness scale by proclaiming November Diabetes Month, and Nov. 14<sup>th</sup> - (Sir Frederick Banting's birthday) World Diabetes Day.

In 2007, United Nations Resolution 61/225 called on all relevant local, national and international bodies to fight the diabetes epidemic through public awareness, and the principal suggestion was for communities to light an iconic landmark or building in blue ([communications@idf.org](mailto:communications@idf.org)). Last year, more than 1100 cities worldwide bathed a point of local interest in a sky blue light in accord with the resolution. Nanaimo did so by placing blue filters over the normal white illumination of the Bastion. Although the lighting of landmarks in other communities didn't follow, Ladysmith, together with Duncan, Parksville and Port Alberni did proclaim the month and day. By this act, I believe councils recognized the increasing incidence of this chronic, debilitating and costly disease and offered an inspirational message to their communities. It is my hope that the concept of the blue light will find further support in centres across Vancouver Island. (Lake Cowichan is currently considering lighting up a prominent fountain).

The Juvenile Diabetes Research Foundation ([Victoria@jdrf.ca](mailto:Victoria@jdrf.ca)) and the Canadian Diabetes Association ([julie.holder@diabetes.ca](mailto:julie.holder@diabetes.ca)) are aware of, and encourage, my intent. It is my wish to see Vancouver Island become a vanguard for diabetes advocacy and support by its cities' proclamations and where possible, endorsement of the blue light concept.

Thank you for your deliberations. I am available if further clarity is required.

Yours sincerely,



Brian J. Pettit.  
Ph/Fax: 250-754-4876  
Email: [brianpettit@shaw.ca](mailto:brianpettit@shaw.ca)



Federation of Canadian Municipalities  
 Fédération canadienne des municipalités

24, rue Clarence Street  
 Ottawa, Ontario  
 CANADA K1N 5P3

Tel./Tél. : 613-241-5221  
 Fax/Télé. : 613-241-7440  
 www.fcm.ca

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 Président**

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 Summerside,  
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 Sherbrooke, Québec

**Chief Executive Officer  
 Chef de la direction**

Brock Carlton  
 Ottawa, Ontario

September 25, 2009

His Worship Mayor Rob Hutchins  
 and Members of Council  
 Town of Ladysmith  
 410 Esplanade  
 PO Box 220  
 Ladysmith, BC  
 V9G 1A2

**Project Title:** Ladysmith Waterfront Brownfield Study  
**Application number:** GMF 10194

Dear Mayor Hutchins and Members of Council:

On behalf of the Green Municipal Fund (GMF) Council and the Federation of Canadian Municipalities' (FCM) National Board of Directors, I would like to congratulate the Town of Ladysmith on its successful funding application for the above-noted initiative. It is our pleasure to confirm that the Town of Ladysmith has been approved for a grant in the amount of up to \$69,730 (the grant).

In the near future, Andrew Kemp, will contact the Town of Ladysmith to finalize the Agreement for this funding.

FCM oversees the public announcement of all GMF-funded initiatives. After the Agreement is signed, a GMF communications officer will contact you to discuss the process for a public announcement. Before making any public statements on GMF funding, please contact GMF Communications Officer Dave Weatherall at 613-907 6292 or at [dweatherall@fcm.ca](mailto:dweatherall@fcm.ca).

We would like to thank you for your interest in GMF. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

Karen Leibovici  
 Chair  
 Green Municipal Fund Council

KL/AK:at

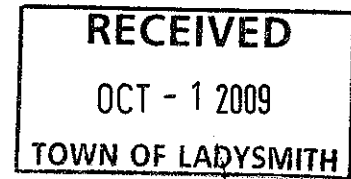
pc. Ms. Ruth Malli, City Manager, Town of Ladysmith



Since 1901  
 Depuis 1901



BRITISH  
COLUMBIA



Ref: 27102

September 28, 2009

Anita McLeod  
Community Services Coordinator  
Town of Ladysmith  
Box 220  
Ladysmith, BC V9G 1A2

Dear Anita McLeod:

I am pleased to advise that your community has been approved for a grant in the amount of \$8,000 for your Olympic Torch Relay community celebration.

With the Olympic Torch in your area, you will bring residents together and showcase the beauty of your community to the world. The celebration you are planning is something you and your community will be tremendously proud of. It will inspire and excite you on celebration day, and create lasting memories for the future.

I applaud you on your efforts in earning this grant.

Enjoy the celebration!

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Krueger'.

Kevin Krueger  
Minister

**TOWN OF LADYSMITH**

**BYLAW NO. 1656**

A bylaw to amend "Official Community Plan Bylaw, 2003, No. 1488"

---

**WHEREAS** pursuant to the *Local Government Act*, the Municipal Council is empowered to amend the Official Community Plan;

**AND WHEREAS** after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Official Community Plan Bylaw, 2003, No. 1488".

**NOW THEREFORE** the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

- (1) Schedule "A" – "Town of Ladysmith Community Plan" is amended as follows:
  - (a) Map 1 "Land Use" is amended by placing the 'General Commercial' land use designation on the subject property (legally described as Lot A, District Lot 43, Oyster District, Plan VIP69091) as shown on Schedule 1, which is attached to and forms part of this Bylaw.
  - (b) Map 2 "Development Permit Areas" is amended by placing 'DPA 3 – Commercial' on the subject property, (legally described as Lot A, District Lot 43, Oyster District, Plan VIP69091) as shown on Schedule 2 which is attached to and forms part of this Bylaw.

**CITATION**

- (3) This bylaw may be cited for all purposes as "Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No.20), 2008, No. 1656".

**READ A FIRST TIME** on the 5th day of August, 2008

**READ A SECOND TIME** on the 5th day of August, 2008

**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*  
on the 2<sup>nd</sup> day of September, 2008

**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*  
on the 1<sup>st</sup> day of June, 2009

**READ A THIRD TIME**

on the 1<sup>st</sup> day of June, 2009

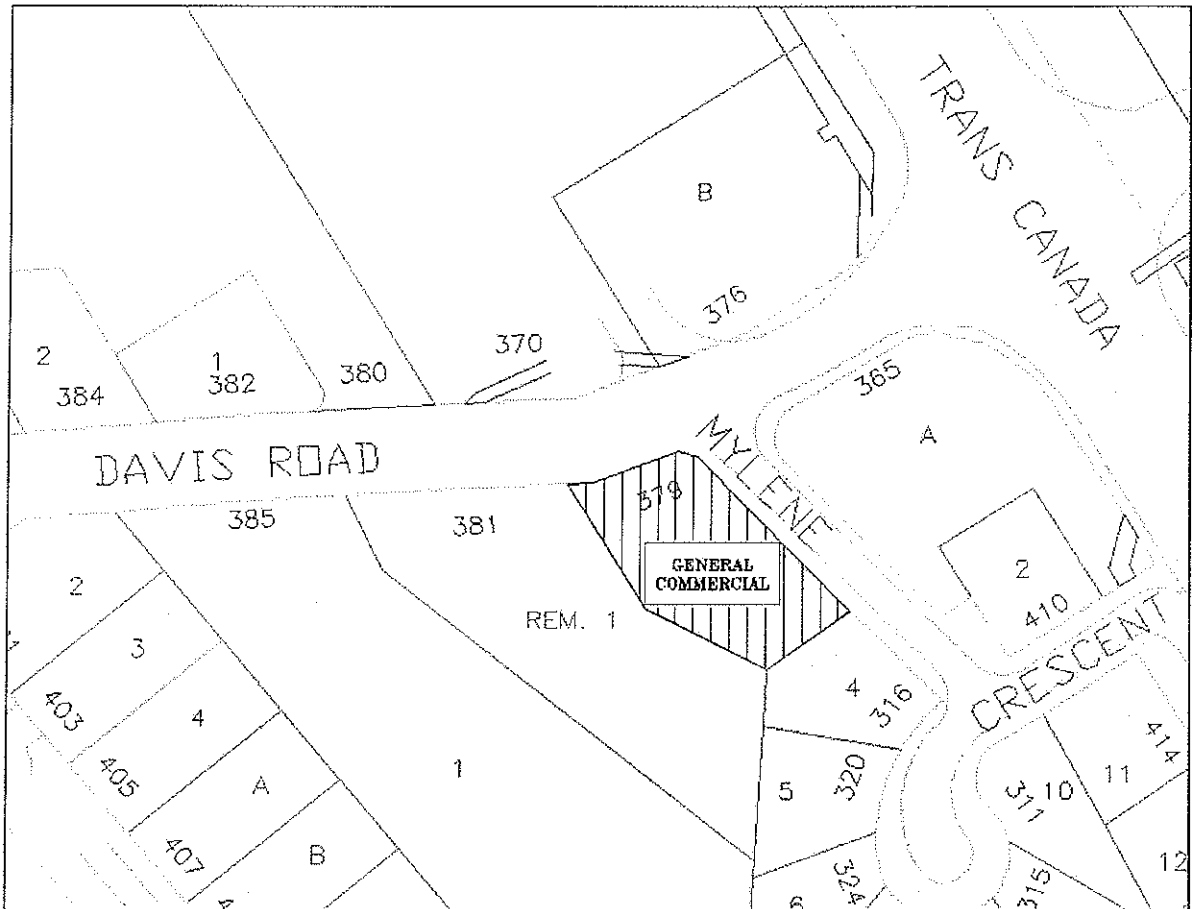
**ADOPTED**

on the \_\_\_\_\_ day of \_\_\_\_\_

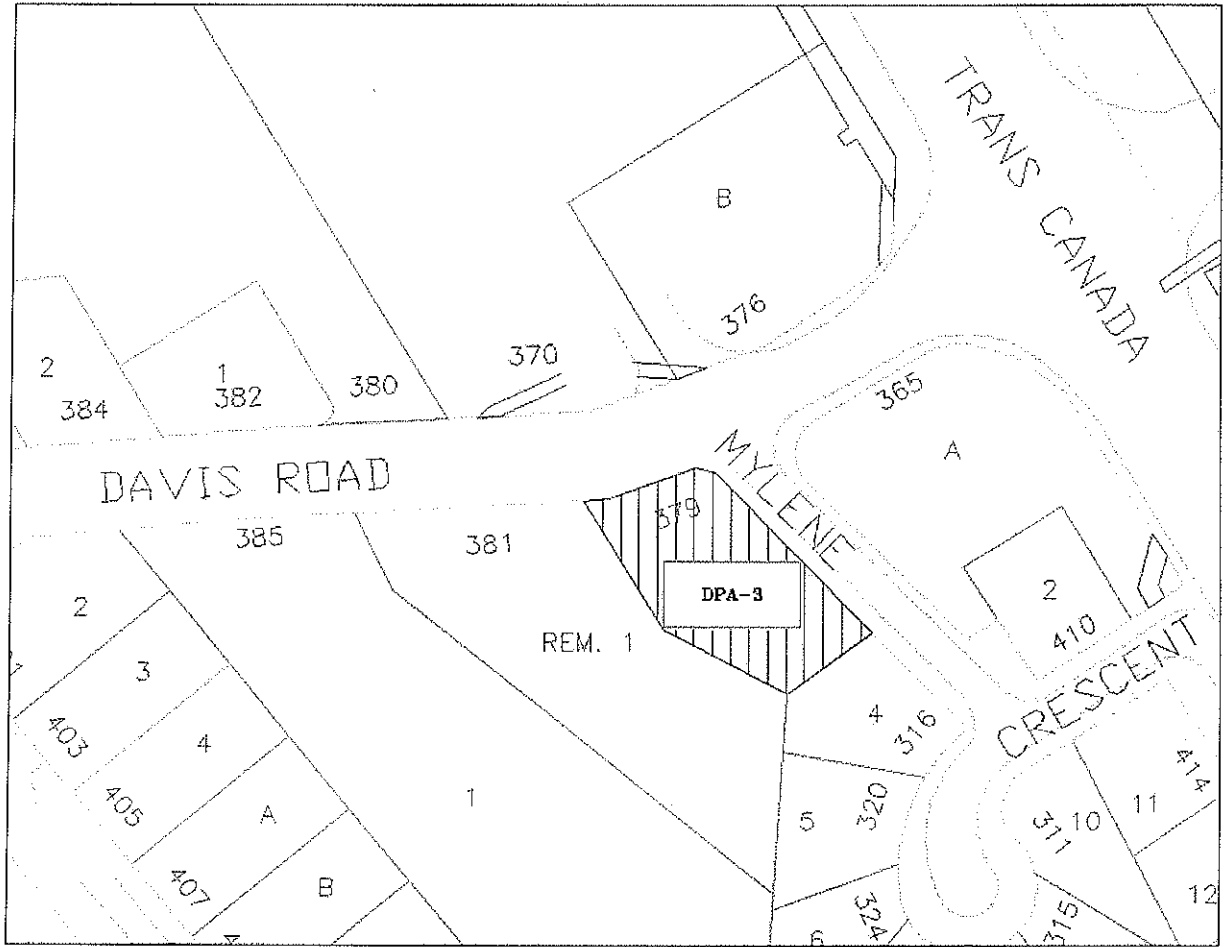
\_\_\_\_\_  
Mayor (R. Hutchins)

\_\_\_\_\_  
Corporate Officer (S. Bowden)

**Bylaw 1656 - Schedule 1**



**Bylaw 1656 - Schedule 2**



**TOWN OF LADYSMITH**

**BYLAW NO. 1657**

A bylaw to amend "Town of Ladysmith Zoning Bylaw, 1995, No. 1160"

---

**WHEREAS** pursuant to the *Local Government Act*, the Municipal Council is empowered to amend the zoning bylaw;

**AND WHEREAS** after the close of the Public Hearing and with due regard to the reports received, the Municipal Council considers it advisable to amend "Town of Ladysmith Zoning Bylaw 1995, No. 1160";

**NOW THEREFORE** the Council of the Town of Ladysmith in open meeting assembled enacts as follows:

- (1) The text of "Town of Ladysmith Zoning Bylaw 1995, No. 1160", as amended, is hereby further amended as follows:
  - (i) Section 17.1 Add the following clause: "Despite Section 17.1 for the subject property legally described as Lot A, District Lot 43, Oyster District, Plan VIP69091 (379 Davis Road) the following uses are not permitted:
    - (a) recreation facility;
    - (g) funeral parlour;
    - (j) assembly hall and library;
    - (m) theatre, excluding drive-in;
    - (n) transportation terminal including taxi dispatch office; but not including storage and maintenance of transportation equipment;

Also, for the subject property legally described as Lot A, District Lot 43, Oyster District, Plan VIP69091 (379 Davis Road) to replace (k) restaurant including drive-in with (k) restaurant only."

- (2) The zoning map, being 'Schedule A' to "Town of Ladysmith Zoning Bylaw 1995, No. 1160" is hereby amended by:
  - (i) placing "C-2" (General Commercial) on the subject property (legally described as Lot A, District Lot 43, Oyster District, Plan VIP69091, 379 Davis Road) as shown on 'Schedule A' attached to and forming part of this Bylaw.

**CITATION**

- (3) This bylaw may be cited for all purposes as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 68), 2008, No. 1657".

**READ A FIRST TIME** on the 5th day of August, 2008

**READ A SECOND TIME** on the 5<sup>th</sup> day of August, 2008



**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*

on the 2<sup>nd</sup> day of September, 2008

**RESCIND SECOND READING**

on the 6<sup>th</sup> day of April, 2009

**READ A SECOND TIME AS AMENEDDED**

on the 6<sup>th</sup> day of April, 2009

**PUBLIC HEARING** held pursuant to the provisions of the *Local Government Act*

on the 1<sup>st</sup> day of June, 2009

**READ A THIRD TIME**

on the 1<sup>st</sup> day of June, 2009

**ADOPTED**

on the day of

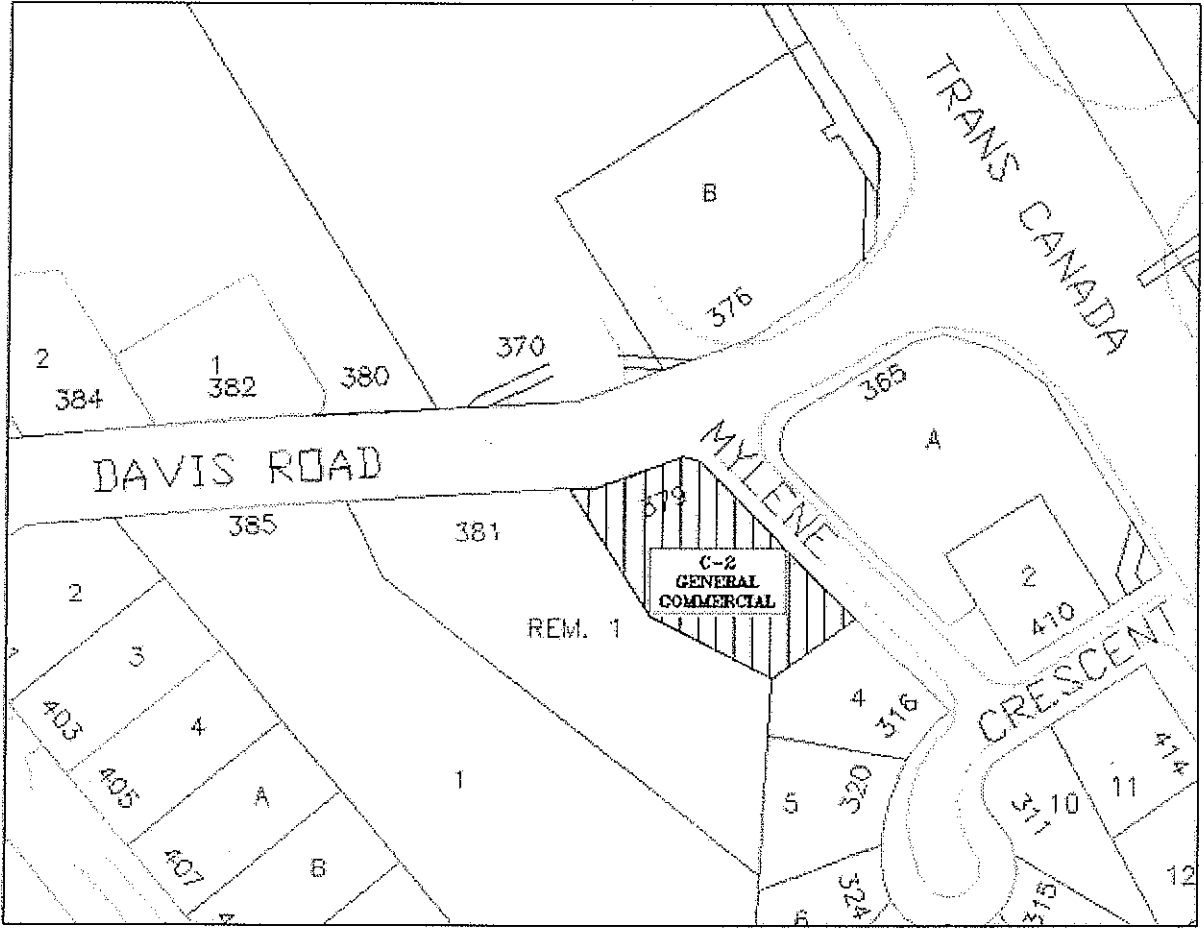
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Mayor (R. Hutchins)

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Corporate Officer (S. Bowden)

Bylaw No. 1657 – 'Schedule A'





Town of Ladysmith

**STAFF REPORT**

To: Ruth Malli, City Manager  
From: Felicity Adams, Manager of Development Services  
Date: March 10, 2009  
File No: 3360-98-01

---

Re: **OCP AMENDMENT AND REZONING - 379 DAVIS ROAD -- JOAN PHILLIPS**  
Lot A, District Lot 43, Oyster District, Plan VIP69091

**RECOMMENDATION:**

That Council rescind second reading of Bylaw 1657 and give second reading to Bylaw 1657 as amended;

And that Council set a public hearing date of June 1, 2009 for rezoning application 3360-98-01 (Phillips).

**PURPOSE:**

The purpose of this report is to provide a revised zoning amendment bylaw for the consideration of Council and to set a public hearing date.

**BACKGROUND:**

Council passed the following motion at the March 16, 2009 Council meeting:

"It was moved, seconded, and carried that staff be directed to amend "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 68), 2008, No. 1657" by including in the text of the 'General Commercial (C-2)' zone a clause that states the following uses are not permitted at 379 Davis Rd.: recreation facility, funeral parlour, assembly hall and library, theatre, and transportation terminal, as well as replace 'restaurant, including drive-in' with 'restaurant'."

**SCOPE OF WORK:** n/a

**ALTERNATIVES:** n/a

**FINANCIAL IMPLICATIONS:** n/a

**LEGAL IMPLICATIONS:**

The 'Local Government Act' requires that a new public hearing be held if Council alters the use, increases the density, or without the owner's consent decreases the density of any area from that originally specified in the Zoning Bylaw.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS:**

Notice regarding the public hearing will be: 1) placed in two consecutive issues of the local newspaper; 2) delivered to all parcels within 60 metres of 379 Davis Rd., and 3) posted on a sign at 379 Davis Rd.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS: n/a

ALIGNMENT WITH STRATEGIC PRIORITIES: n/a

SUMMARY

The applicant J. Phillips, wishes to rezone the subject property at 379 Davis Rd. from 'Suburban Residential (R-1)' to 'General Commercial (C-2)'. Staff was directed to amend Bylaw 1657 to limit the permitted commercial uses at 379 Davis Road. The next step in the process is to hold a public hearing.

I concur with the recommendation:

*R. Mall*  
Ruth Mall, City Manager

ATTACHMENTS:

Bylaw 1657

Report reviewed at previous meeting.

