



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 18, 2010
at 7:00 p.m.

A G E N D A

Page

CALL TO ORDER

1. AGENDA APPROVAL

2. DELEGATION

Bryan Henderson, Ladysmith Arts Council
CeltFest 2011

3. MINUTES

Adoption of the following minutes:

3.1. October 4, 2010

1 - 4

4. BYLAWS (OCP / ZONING)

None

5. STAFF / ADVISORY COMMITTEE REPORTS

5.1. Development Variance Permit Application - 209 French Street (Prakash)
Lot 5, Block 44, District Lot 56, Oyster District, Plan 703A

5 - 6

5.2. Donation for Brown Drive Park Playground Equipment by Ladysmith Kinsmen
Club

7 - 10

5.3. Requests For Proposal for Contract Services - Community Services Centre
(painting)

11 - 12

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6. CORRESPONDENCE	13
6.1. R. Bonanno, Vancouver Island Regional Library Board Town of Ladysmith 2011 Appointment to Library Board	13
<i>Recommendation: That Council appoint the Vancouver Island Regional Library Board representative for 2011.</i>	
6.2. Jenifer Forrest, Ladysmith Saltair Garden Club	14 - 16
<i>Recommendation That Council consider whether it wishes to pay the motor vehicle insurance deductible to the volunteer from the Saltair Garden Club, for damages incurred while volunteering in Queen's Park, in an amount not to exceed \$600.</i>	
7. BYLAWS	
7.1. Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1740 May be adopted	17
<i>The purpose of Bylaw 1740 is to exempt applicants moving a mobile home within the Town from paying a security deposit and to establish the house move permit fee for same at \$25.00</i>	
7.2. Town of Ladysmith Permissive Tax Exemption Bylaw 2010, No. 1741 May be adopted	18 - 24
<i>The purpose of Bylaw 1741 is to exempt various properties with the Town from taxation for 2011.</i>	
7.3. Town of Ladysmith Permissive Tax Exemption Bylaw 2010, No. 1742 May be adopted	25 - 26
<i>The purpose of Bylaw 1741 is to exempt the Community Services Centre properties located at 220 High Street and at 610 and 630 Second Avenue from taxation from 2010 to 2020.</i>	
8. NEW BUSINESS	

9. UNFINISHED BUSINESS

9.1. Town of Ladysmith Civic Green Building Policy

27

Council will recall that it passed the following resolution at the October 4 Council Meeting:

It was moved, seconded and carried that staff be directed to prepare a Civic Green Building Policy that:

- a. Adopts the LEED Canada Building Rating System as the rating system by which to assess building performance;*
- b. Establishes the LEED Silver level of building performance as the minimum acceptable building standard for all newly constructed civic buildings greater than 465 sq. m. (5,000 sq. ft) and incorporates sustainable building practices into all projects that are less than this threshold;*
- c. Incorporates sustainable building practices into all renovation and/or upgrade projects for all facilities that are developed, owned or managed by the Town.*

The resulting Civic Green Policy is attached for Council's consideration and approval.

10. QUESTION PERIOD

11. EXECUTIVE SESSION

In accordance with Section 90(1) of the *Community Charter*, this part of the meeting will be held *In Camera* 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

ADJOURNMENT



LADYSMITH

TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF COUNCIL
MONDAY, OCTOBER 4, 2010 - 7:00 P.M.

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Jillian Dashwood
Councillor Bruce Whittington

Councillor Steve Arnett
Councillor Lori Evans

Councillor Scott Bastian
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli

Sandy Bowden

Joanna Winter

CALL TO ORDER

Mayor Hutchins called the meeting to order at 7:00 p.m.

AGENDA APPROVAL

Mayor Hutchins requested Council's consideration of the following additions to the agenda:

- Contract awards at Ladysmith Community Services Centre / Civic Square
- Proposed resolution in support of Agenda Item 7.1

2010-424

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

PROCLAMATIONS

Mayor Hutchins has proclaimed November 1 to 5, 2010 as National Technology Week in the Town of Ladysmith

MINUTES

2010-425

It was moved, seconded and carried that the minutes of the September 20, 2010 Council Meeting be adopted as circulated.

**COUNCIL / COMMITTEE
REPORTS**

Councillor Bastian reported that the Protective Services Committee had considered a petition regarding speeding vehicles in the vicinity of 385 Davis Road speed, and referred the matter to the Engineering Department to propose options for controlling speed in that area. The Committee is also concerned about the issue of overall traffic flow in the vicinity.

Councillor Arnett entered the meeting at 7:05 p.m.

2010-426 Government Services Committee Recommendations from the Meeting of September 20, 2010

It was moved, seconded and carried that staff be directed to prepare a Civic Green Building Policy that:

- a. Adopts the LEED Canada Building Rating System as the rating system by which to assess building performance;
- b. Establishes the LEED Silver level of building performance as the minimum acceptable building standard for all newly constructed civic buildings greater than 465 sq. m. (5,000 sq. ft) and incorporates sustainable building practices into all projects that are less than this threshold;
- c. Incorporates sustainable building practices into all renovation and/or upgrade projects for all facilities that are developed, owned or managed by the Town.

2010-427

It was moved, seconded and carried that the Town of Ladysmith participate in a region-wide discussion on a regional public health smoking bylaw.

**STAFF / ADVISORY
COMMITTEE REPORTS**

**Official Community Plan (OCP) Amendment & Rezoning Application
– Lot 1, DL 146, Oyster District, Plan VIP79719 (Christie Road)**

2010-428

It was moved, seconded and carried that Council direct the following Official Community Plan consultation pursuant to S. 879 of the Local Government Act for OCP and Zoning Bylaw amendment application 3360-10-05 (Lot 1, DL 146, Oyster District, Plan VIP79719):

- Refer the application to the Advisory Planning Commission (APC) for review and comment prior to Council direction on the development of amending bylaws.

Town of Ladysmith Permissive Tax Exemption Bylaw 2010, No. 1741

2010-429

It was moved, seconded and carried that Council approve the requested property tax exemptions stipulated in Permissive Tax Exemption Bylaw 2010, No. 1741, and give first three readings to the bylaw.

Grant Application to EcoEnergy Program for Solar Hot Water Supplement at Frank Jameson Community Centre

2010-430

It was moved, seconded and carried that staff be directed to apply for a grant from the EcoEnergy Program for solar hot water supplemental heating at the Frank Jameson Community Centre.

Contracts for Various Services for the Community Services Centre and Civic Square

2010-431

It was moved, seconded and carried that Council authorize the awarding of the following contracts for the provision of various services for the Community Services Centre and surrounding Civic Square project:

Landscaping	Happy Landscaper	\$135,464
Other Landscaping	Stonescape	131,454
Drywall Interior	Van-Roc Interiors	88,400
Insulation and Firestopping	Insulpro	18,000
Stucco	Mid-Island Stucco	15,512
Doors/Hardware/Toilet Partitions/ Washroom Accessories	McGregor Thompson	51,062

CORRESPONDENCE

2010-432

It was moved, seconded and carried that staff be directed to report back to Council with options for a Council resolution in support of the BC Government's Wood First program, and that consideration be given to including in the resolution a reference to the exclusive use of British Columbia wood.

BYLAWS

Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1740

2010-433

It was moved, seconded and carried that Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1740 be read a third time as amended.

Town of Ladysmith Permissive Tax Exemption Bylaw 2010, No. 1741

2010-434

It was moved, seconded and carried that Town of Ladysmith Permissive Tax Exemption Bylaw 2010, No. 1741 be read a first, second and third time.

Town of Ladysmith Community Services Centre Tax Exemption Bylaw 2010, No. 1742

2010-435

It was moved seconded and carried that Town of Ladysmith Community Services Centre Tax Exemption Bylaw 2010, No. 1742 be read a first, second and third time.

NEW BUSINESS

Staff were requested to investigate the following matters:

- The dumping of furniture and debris behind the Travellers Inn
- The status of the installation of speed and safety signs at the Ladysmith Little League and other playing fields.

Council requested that the Economic Development Commission through the Tourism Advisory Committee be requested to investigate opportunities offered through membership in the BC Sport Tourism Network, and to report back to Council.

EXECUTIVE SESSION

2010-436

It was moved, seconded and carried that this meeting retire into Executive Session with a two minute recess at 7:54 p.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
- personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity

RISE AND REPORT

The Executive Session of Council arose at 9:20 p.m. with the following report:

- Council appointed Erin Anderson as the Director of Financial Services, effective November 15, 2010.
- Council appointed Peter Blumel to represent the Heritage Revitalization Advisory Commission on the Advisory Design Panel, with Maureen Martin as the alternate.

ADJOURNMENT

2010-437

It was moved, seconded and carried that this Meeting of Council be adjourned at 9:21 p.m.

Mayor (R. Hutchins)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: October 8, 2010
File No: 3090 10 04

Re: Development Variance Permit Application – 209 French Street (Prakash)
Lot 5, Block 44, District Lot 56, Oyster District, Plan 703A

RECOMMENDATION(S):

That Council directs staff to proceed with statutory notification for development variance permit application 3090-10-04 (Lot 5, Block 44, District Lot 56, Oyster District, Plan 703A – 209 French Street).

PURPOSE:

The purpose of this report is to introduce a development variance permit application for a proposed new dwelling and carport at 209 French Street.

INTRODUCTION/BACKGROUND:

The subject property is currently vacant and is located at the corner of Hillside Avenue and French Street. The applicant is proposing to construct a new dwelling and carport. A development variance permit is requested due to the size and topography of the property.

In January 2006 Council issued a development variance permit for the subject property to permit a dwelling and accessory structure to be constructed with the following variances:

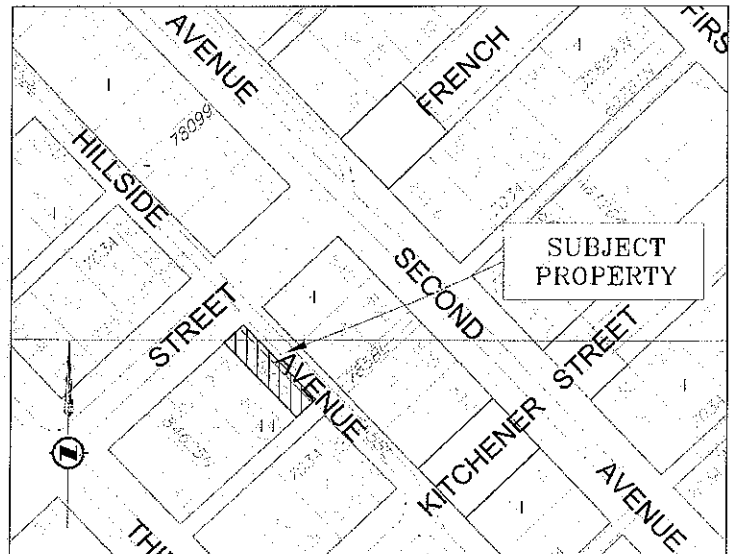
- Increase in the maximum parcel coverage from 33% to 43%.
- Reduction of the side yard setbacks from 1.5 metres to 0 metres, and 3 metres to 1.29 metres for a single family dwelling.
- Reduction of the side yard setback from 1.5 metres to 0 metres for an accessory structure.

However, the dwelling and accessory building were not constructed and the development variance permit expired in January 2008, thus a new application has been submitted.

The Procedures Bylaw (Bylaw 1667) states that setback requests greater than 0.6 of a metre, for new development, requires Council direction prior to statutory notification.

SCOPE OF WORK:

The subject property is located on a slope and is 7.4 metres x 36.6 metres in size with a total area of 270m² (2906 ft²). Due to the steep topography and limited area



of the lot, the applicant is seeking similar variances to what was approved in 2006. The proposed development variance permit would vary:

- The maximum permitted parcel coverage;
- The Hillside Avenue side yard setback for a dwelling and accessory building;
- The dwelling and accessory building side yard setback adjacent to 217 French Street;
- The permitted projections into the sideyard setback adjacent to Hillside Ave; and
- A possible height variance due to the slope of the site, although it is expected that the roofline will not be above other homes in the neighbourhood.

A geotechnical analysis and Hazard Lands Development Permit will be required prior to construction. Precise variance details will be established with the applicant prior to statutory notification.

ALTERNATIVES:

Council may support or not support proceeding with direction for statutory notification.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

The *Local Government Act* enables Council to vary zoning regulations through the issuance of a development variance permit. This is a discretionary decision of Council. Public notification is required.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

It is recommended to direct staff to proceed with statutory notification.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The Town of Ladysmith Building Inspector and Engineering staff have reviewed the proposed plans for the dwelling and carport at 209 French Street.

RESOURCE IMPLICATIONS:

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

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

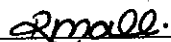
The Sustainability Visioning Report supports infill residential development in existing residential neighbourhoods.

ALIGNMENT WITH STRATEGIC PRIORITIES: n/a

SUMMARY:

A development variance permit application has been received for a proposed dwelling and carport at 209 French Street. It is recommended to direct staff to proceed with statutory notification of development variance application 3090-10-04.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS: "None"



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Pat Durban, Director of Parks, Recreation & Culture
Date: October 14, 2010
File No: 6140-20

RE: KINSMEN PARK PLAYGROUND

RECOMMENDATION(S):

That Council authorize the expenditure of \$77,166.86 as per the quote from Henderson Recreation Equipment Limited for the purchase of playground equipment for the first phase of the Kinsmen Park Playground project; and that the purchasing policy be waived as the Kinsmen Club have reached agreement with Henderson Recreation Equipment Limited following due diligence; and that the Town of Ladysmith accept the donation from the Kinsmen Club and Kinsmen Park Playground Committee for the balance of the purchase price following the Town's \$50,000 commitment; and that the Town's Financial Plan be amended accordingly to accept the donation.

PURPOSE:

To proceed with the first phase of replacement of the Kinsmen Park Adventure Playground.

INTRODUCTION/BACKGROUND:

Following the removal of the Kinsmen Park Adventure Playground due to safety reasons, the Kinsmen Club and Kinsmen Park Playground Committee have been working very hard to raise funds for the first phase of the project.

SCOPE OF WORK:

This is the first of a three-phase project to replace the previous playground with Canadian Standards Association (CSA) approved structures and provide an active playground hub for this area.

ALTERNATIVES:

To leave the park as is, wait until all project funding is collected or look for other uses for the park.

FINANCIAL IMPLICATIONS:

The Town has committed \$50,000 towards the first phase.

LEGAL IMPLICATIONS:

Ensuring a CSA certified structure is installed.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

There has been an exceptional community response to the replacement of this amenity, both financial and with in-kind donations.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Town forces will be required for site preparation and assistance with installation.

RESOURCE IMPLICATIONS:

Staff will be co-ordinating this project in conjunction with the Kinsmen Club and other community organizations and citizens.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

Follows the goal of providing and maintaining community amenities as well as promoting a healthy and active community.

ALIGNMENT WITH STRATEGIC PRIORITIES:

See above.

SUMMARY:

The Town has the opportunity to proceed with the first phase of the Kinsmen Park Playground project, which will hopefully lead to the ultimate completion of a very important community amenity.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Two

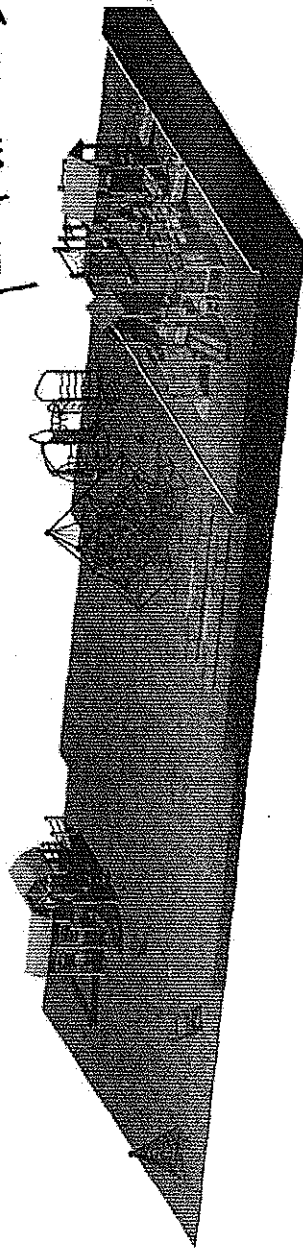
Thank You For Helping

Approx cost \$179,434 +tx

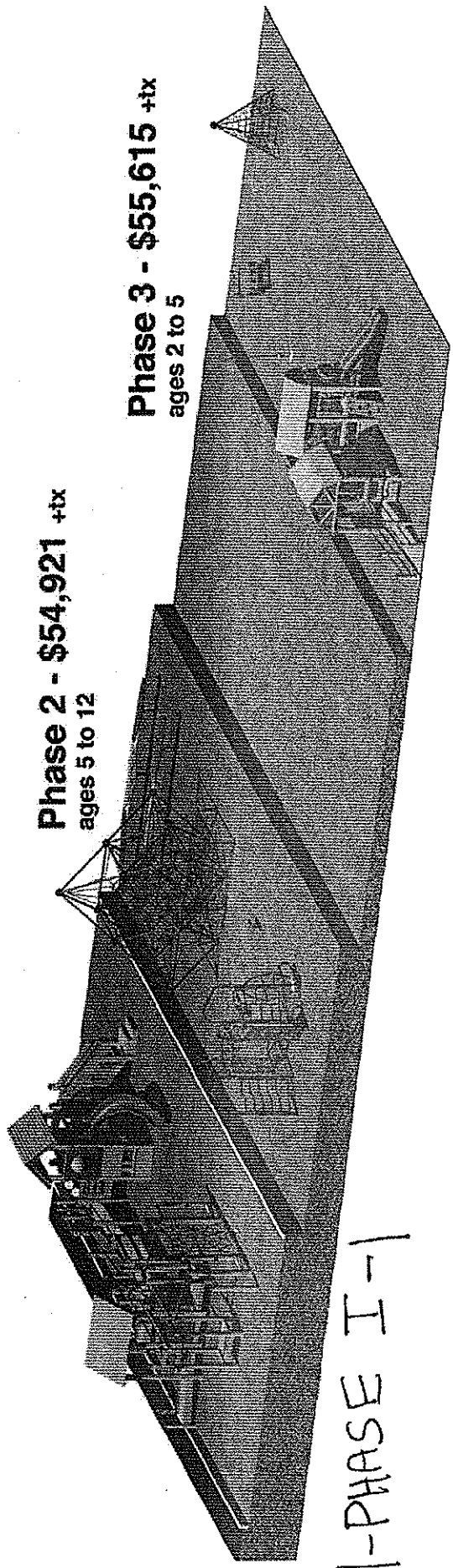
and does not include ground cover ... \$14,853

Model No. 15613-1 3D

| - PHASE I - |



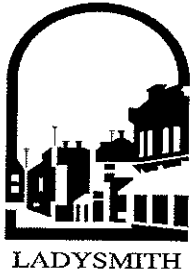
⑨ **Phase 1 - \$68,898 +tx**
ages 5 to 12



Phase 2 - \$54,921 +tx
ages 5 to 12

Phase 3 - \$55,615 +tx
ages 2 to 5

| - PHASE I - |



Town of Ladysmith
STAFF REPORT

To: Council
From: Ruth Malli, City Manager
Date: October 15, 2010
File No: 0760-20

Re: REQUESTS FOR PROPOSAL FOR CONTRACT SERVICES - COMMUNITY SERVICES CENTRE

RECOMMENDATION(S):

That Council authorize the awarding of the following contracts in relation to painting service for the Ladysmith Community Services Centre:

Contract	Contractor	Amount
Painting	Vanberg Interiors	\$35,594

PURPOSE:

The purpose of this report is to present the result of the Request for Proposals for painting service related to the construction of the Community Services Centre at High Street and Second Avenue, and to seek Council's authorization to award the contract.

INTRODUCTION/BACKGROUND:

Council directed staff to pursue the Community Services Centre and Civic Square project. The Town received a Spirit Square grant and a Community Adjustment Fund grant in the amount of \$2.7 million for the project. The RFP's for these services were issued by the Construction Manager, Windley Contracting, and the proposals were reviewed by the Project Manager, Carola Bomfim Lima, to ensure they are within the project budget.

The submissions were reviewed based on the following criteria:

- Proponent's body of work
- Nominated staff experience (technical and other) on public buildings and projects of a similar type and size
- Commitment of key team members to the project for the term of the project
- Quality and completeness of proposal submission
- Fee proposal - total fixed fee, rates and charges

SCOPE OF WORK:

Once the contracts are awarded Staff and the Project Manager will confer with the successful bidders regarding the project. 11

ALTERNATIVES:

Council could award the contracts to other bidders.

FINANCIAL IMPLICATIONS:

As noted, the Town received a grant in the amount of \$2.7 million through the Community Adjustment Fund (CAF) as part of Canada's Economic Action Plan. Costs associated with these contracts will be funded through the grant.

LEGAL IMPLICATIONS:

None.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The community is excited to become involved in the process. The grants have tight timelines for completion. The awarding of the contracts for the above noted services is required at this point in order to meet deadlines.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The work associated with this project involves all departments.

ALIGNMENT WITH STRATEGIC PRIORITIES:

This project is one of the City Manager's top 5 strategic priorities.



CENTRAL SERVICES
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
Tel: 250.758.4697 Fax: 250.758.2482
Web: www.virl.bc.ca

September 30, 2010

His Worship Mayor Robert Hutchins and Council
Town of Ladysmith
PO Box 220, Station Main
Ladysmith, BC V9G 1A2



Dear Mayor Hutchins

Re: Appointment to the 2011 Vancouver Island Regional Library Board

As cornerstones of their communities, our libraries connect people to each other, to their community and to their hopes and dreams. Libraries promote and enrich the democratic, cultural, educational and economic life of your residents.

With the new year not too far off, it is time to consider your appointment or reappointment to the Vancouver Island Regional Library Board. The position is one of great importance, as the Vancouver Island Regional Library is the ninth largest library system in Canada, and serves in excess of 420,000 island residents.

As per provincial legislation (Library Act [RSBC 1996] Chapter 264), certified resolutions must be submitted to the Vancouver Island Regional Library by December 15, 2010, along with specific information pertaining to the appointment or reappointment.

For your convenience we have included Board Member and Alternate Appointment Forms.

Please send the completed forms and certified copy of the appropriate resolution to the attention of Rosemary Bonanno, Executive Director, in the enclosed self-addressed envelope or by fax 250-758-2482, or email (koldham@virl.bc.ca).

Thank you for your continuing support!

Sincerely,

Rosemary Bonanno, BA, MLS
Executive Director

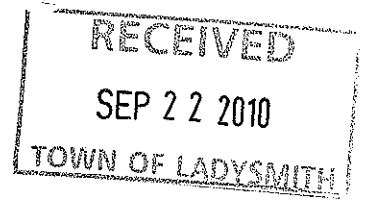
Encl

Cc: Ruth Malli, Chief Administrative Officer

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith ¹³ Nanaimo Harbourfront Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss

Ladysmith Saltair Garden Club
c/o Box 1254, Ladysmith BC V9G 1A8
September 6, 2010



Town of Ladysmith
410 Esplanade, PO Box 220
Ladysmith, BC V9G 1A2

Attention: Mayor and Council

Dear Mayor Hutchins and Members of Council

Attached please find a copy of an earlier letter from the Ladysmith Saltair Garden Club to the Town of Ladysmith requesting consideration of recovering costs incurred by a volunteer at Queen's Park on First Avenue.

Also attached for your convenience is the letter in reply from Staff, who in consultation with the Town's insurers, have denied compensation... a responsible reply from those involved to date.

However, given that the situation involves a volunteer and a Club who have donated a considerable amount of time, effort and resources to maintain the flower beds at Queen's Park over the years, I would respectfully request that the Council or Committee of elected officials consider the request from their perspective. Volunteers are a very important part of our community, and any consideration that can be given with events such as this one would go a long way in continuing to support their valuable contributions.

Sincerely

A handwritten signature in black ink, appearing to read "Jennifer Forrest".

Jennifer Forrest, President, Ladysmith Saltair Garden Club

Enclosures (2)

Ladysmith Saltair Garden Club
c/o Box 1254, Ladysmith BC V9G 1A8
July 7, 2010

Town of Ladysmith
410 Esplanade
Ladysmith, BC

Dear Sirs/Mesdames

I am writing to enquire regarding the possibility of recovering costs incurred by a volunteer at Queen's Park.

Background Information:

The Ladysmith Saltair Garden Club voluntarily maintains the flower beds at Queen's Park. This involves weekly maintenance during the growing season. Over the last few years, two or three members have done the majority of the weekly maintenance (approximately 1-2 hours each per week), two different members have watered the garden during dry weather, and an occasional work party of 5-9 members has been organized for larger jobs.

The volunteers incur minor expenses in the course of their work such as personal transportation, hauling waste to Peerless Road, propagating materials and supplies, and they are happy to include these as part of 'volunteerism'. The Ladysmith Saltair Garden Club has paid for hoses, shrubs, bulbs and perennials (and compost until we thought to ask the Town to drop some off for us this year).

The Issue:

The volunteer who puts in the most time and effort has had her vehicle damaged (hit and run) twice while parked on Baden Powell Street while gardening at Queens Park. In both cases, she canvassed the neighbourhood for witnesses, and filed with the RCMP. Her vehicle insurance covers the costs of repair, minus \$300 deductible in each case. If the Town of Ladysmith has insurance that would cover volunteers, we respectfully request compensation in this regard.

Volunteer's name:

Telephone contact:

Dates of Accidents: February 25, 2008 RCMP File #2008-522

June 8, 2010 RCMP File #2010-1822

If I can provide any further information, please contact me at (250) 245-0310.

Sincerely



Jennifer Forrest, President, Ladysmith Saltair Garden Club



TOWN OF LADYSMITH

410 ESPLANADE, P.O. BOX 220, LADYSMITH, B.C. V9G 1A2

MUNICIPAL HALL 245-6400
RECREATION 245-6424
PUBLIC WORKS 245-6400
FAX 245-6411
www.ladysmith.ca

August 6, 2010

Ms. J. Forrest, President
Ladysmith Saltair Garden Club
c/o Box 1254
Ladysmith, BC V9G 1A8

Dear Ms. Forrest:

Re: Damage to Volunteer's Vehicle at Queen's Park

Thank you for your letter dated July 7, 2010 requesting reimbursement for the deductible as a result of damages to one of your volunteer's vehicles at Queen's Park.

Upon review of this matter with the Town's insurers we regret to advise you that we are not in a position to provide compensation in this regard. It is most unfortunate that the volunteer's vehicle was damaged twice while parked on Baden Powell Street while tending the garden at Queen's Park. Is it possible for this individual to park in another location?

The Town truly appreciates the efforts of volunteers and organizations such as the Garden Club. Please contact the undersigned at 250-245-6404 if you have any questions in this regard.

Sincerely,

Sandy Bowden
Director of Corporate Services

TOWN OF LADYSMITH

BYLAW NO. 1740

A Bylaw to Amend the Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119

The Council of the Town of Ladysmith, in open meeting lawfully assembled hereby enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1740".

2. AMENDMENT

The "Ladysmith Building and Plumbing Bylaw 1994, No. 1119" is hereby amended as follows:

(a) Delete Section 13.2 in its entirety and replace it with the following Section 13.2:

13.2.1 A person who applies for a permit to a building or structure or parts of them either within or into the Municipality shall deposit with the Building Inspector a certified cheque or other financial security in the amount of Five Thousand Dollars (\$5,000.00) payable to the Municipality, in a form satisfactory to the Chief Financial Officer to ensure that the building shall be completely re-erected on the new site within twelve months of the date of issuance of the Moving Permit.

13.2.2 If the building or structure referred to in 13.1.1 is not completed within the specified time, the Building Inspector may send a written notice to the applicant stating that the building does not comply with this Bylaw or other enactment and direct the applicant to remedy the non-compliance within thirty days from the date of the notice. If the non-compliance is not remedied within the period of thirty days, the Municipality may use the security to remedy the non-compliance, and if the cost to remedy exceeds the amount of the security then the amount of the difference may be recovered by the Municipality as taxes in accordance with applicable Community Charter provisions.

13.2.2 Section 13.2.1 does not apply to a person who applies for a permit to move a mobile home currently located within the Town of Ladysmith to a new site within the Town of Ladysmith where the move is necessary to permit the relocation of a mobile home because of a termination of the site use agreement for the original site and the relocation will permit the continuation of a supply of affordable housing.

(b) Delete the last sentence of Section 13.9. Section 13.9 to read as follows:

13.9 Every person relocating a building or structure from a site within the Municipality shall ensure that the site is left in a neat, clean and safe condition after the removal.

(c) Amend Schedule "J" by adding "Permit Fee to Move a Mobile Home Located Within Ladysmith to Another Site Within Ladysmith" - \$25.

READ A FIRST TIME	on the	7 th	day of	September,	2010
READ A SECOND TIME	on the	7 th	day of	September,	2010
READ A THIRD TIME	on the	7 th	day of	September,	2010
RESCIND THIRD READING	on the	4 th	day of	October,	2010
AMEND AT SECOND READING	on the	4 th	day of	October,	2010
READ A THIRD TIME AS AMENDED	on the	4 th	day of	October,	2010
ADOPTED	on the		day of		2010

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

TOWN OF LADYSMITH

BYLAW NO. 1741

A bylaw to exempt from taxation certain lands and buildings for the year 2011.

WHEREAS Section 224 and 225 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 2011.

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 2011.

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 2011.

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 2010, No. 1741."

READ A FIRST TIME on the 4th day of October, 2010

READ A SECOND TIME on the 4th day of October, 2010

READ A THIRD TIME on the 4th day of October, 2010

ADOPTED on the _____ day of _____, 2010

Mayor (R. Hutchins)

Corporate Officer
(S. Bowden)

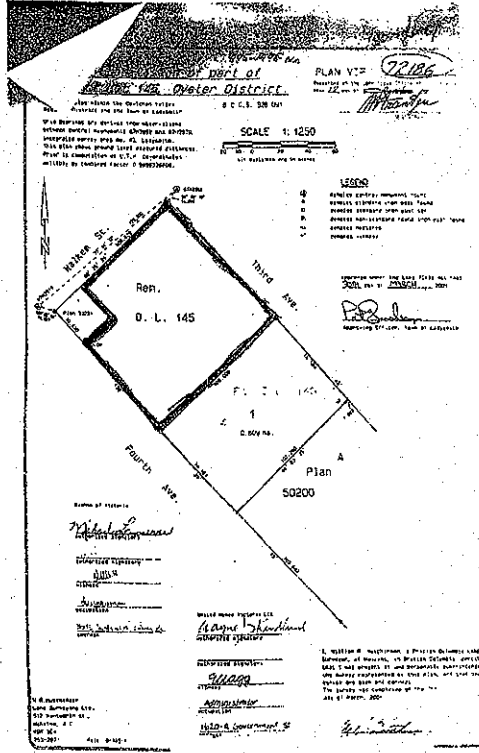
TOWN OF LADYSMITH PERMISSIVE TAX EXEMPTION BYLAW 2010, NO. 1741

SCHEDULE "A"

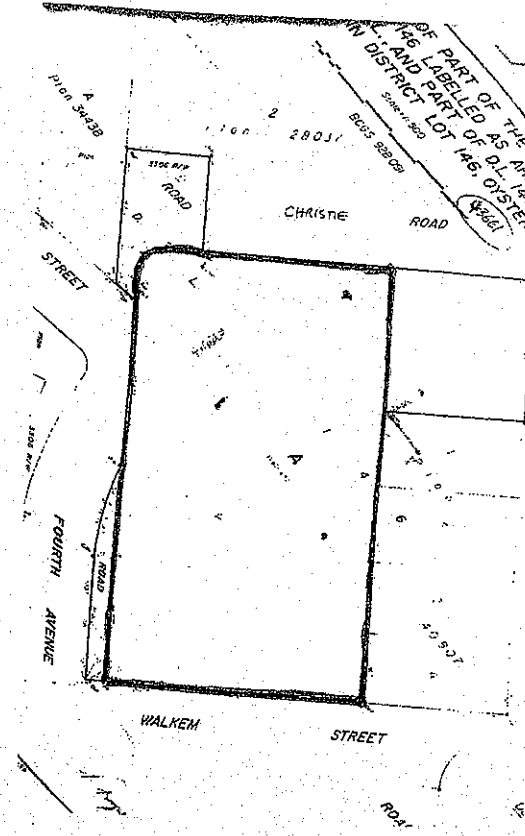
PROPERTY DESCRIPTION		2011			2012	2013
		ESTIMATE FOR AMOUNT OF TAX REVENUE FOREGONE BASED ON 2009			(2010 + 2%)	(2011 + 2%)
		MUNICIPAL REVENUE	OTHER GOV'T REVENUE	TOTAL REVENUE	TOTAL REVENUE	TOTAL REVENUE
Section 1						
St. Mary's Catholic Church 224.2(f) Buildings for Public Worship	1135 4th Ave 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	5,668.92	4,361.66	10,030.58	10,231.19	10,435.81
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	4,806.45	5,954.05	10,760.50	10,975.71	11,195.22
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	748.02	923.27	1,671.29	1,704.72	1,738.81
Ladysmith Fellowship Baptist Church 224.2(f) Buildings for Public Worship	381 Davis Rd Lot 1, Plan 43316, DL 43, LD43 Folio 1041.500	1,680.04	2,396.71	4,076.75	4,158.29	4,241.46
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	952.61	1,246.72	2,199.33	2,243.32	2,288.19
Section 2						
Ladysmith Senior Citizens Housing Society 224.2(a) Non-Profit	101 1st Ave Lot 1, DL56, LD43, Plan 31443 Folio 1338.000	5,313.58	3,904.97	9,218.55	9,402.92	9,590.98
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	856.83	525.38	1,382.21	1,409.85	1,438.05
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	4,203.64	2,466.67	6,670.31	6,803.72	6,939.79
	26 Buller St Lot 12, Blk 7, LD43, Plan 703 (Right to Purchase) Folio 0056.000 AND	2,286.62	1,296.11	3,582.73	3,654.38	3,727.47
	12 Buller ST Lot 14, Blk 7, LD43, Plan 703 Folio 0058.000	1,147.48	745.78	1,893.26	1,931.13	1,969.75
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	1,037.08	533.12	1,570.20	1,601.60	1,633.63
Ladysmith Maritime Society 224.2(a) Non-Profit	Unit C, I & M - 610 Oyster Bay Dr Lot 4, Plan 45800 Parent parcel 1109.300	1,760.64	1,075.08	2,835.72	2,892.43	2,950.28
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	2,620.00	3,129.70	5,749.70	5,864.69	5,981.98

	& VIP57353, exc E&N R/W Pcl A (DD24404N) Pcl C (DD344431), VIP65242 Folio 1017.005					
Ladysmith Festival of Lights 224.2(a) Non-Profit	1163 4th Ave Lot A, DL146, LD43, Plan 34438 Folio 1449.200	5,919.40	3,514.34	9,433.74	9,622.41	9,814.86
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	1,904.74	1,220.62	3,125.36	3,187.87	3,251.63
Arts Council of Ladysmith & District 224.2(a) Non-Profit	Units J, K & L - 610 Oyster Bay Rd Lot 4, 45800 Folio 1109.328	972.99	594.12	1,567.11	1,598.45	1,630.42
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	1,873.58	1,144.04	3,017.62	3,077.97	3,139.53
Ladysmith Health Care Auxiliary 224.2(a) Non-Profit	910 1st Ave (Thrift Shop) Lot 1, Blk 30, Plan 703A Folio 263.000	4,840.72	2,855.68	7,696.40	7,850.33	8,007.34
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	11,560.76	5,794.94	17,355.70	17,702.81	18,056.87
Canadian Legion Branch #171 224.2(a) Non-Profit	621 1st Ave Lot A, Blk 8, Plan 703 Folio 70.000	2,165.61	1,375.94	3,541.55	3,612.38	3,684.63
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	2,252.93	1,375.68	3,628.61	3,701.18	3,775.20
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	2,437.59	1,288.15	3,725.74	3,800.25	3,876.26
TOTALS		67,010.23	47,722.73	114,732.96	117,027.60	119,368.16

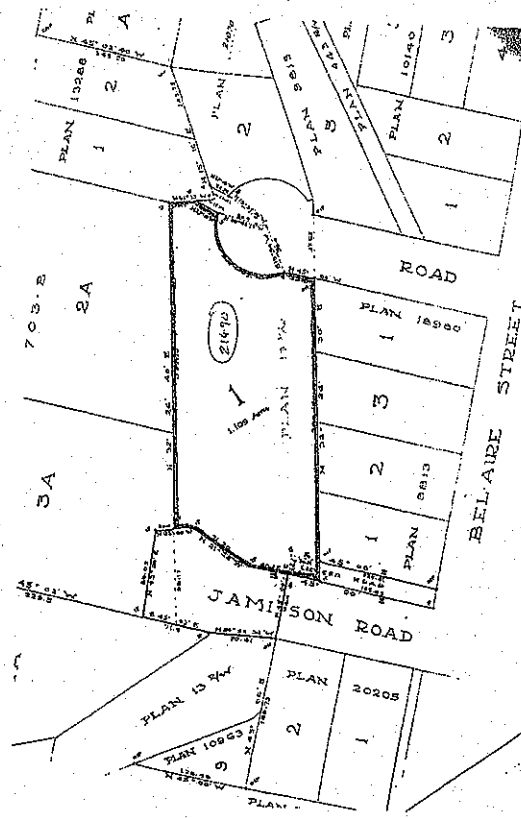
This is Schedule "B" attached to and forming part of
 Tax Exemption Bylaw 2010, No. 1741



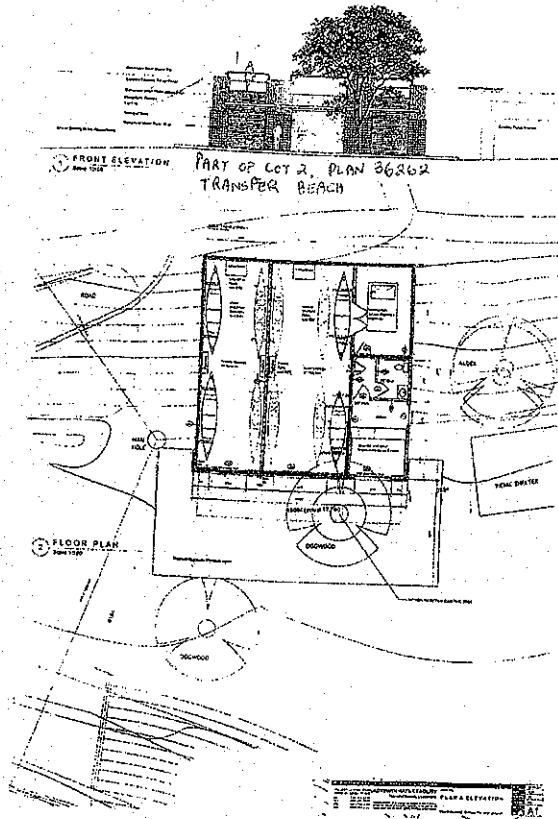
This is Schedule "C" attached to and forming part of
Tax Exemption Bylaw 2010, No. 1741



This is Schedule "D" attached to and forming part of
Tax Exemption Bylaw 2010, No. 1741



This is Schedule "E" attached to and forming part of
Tax Exemption Bylaw 2010, No. 1741



TOWN OF LADYSMITH

BYLAW NO. 1742

A bylaw to exempt from taxation certain lands and buildings for the years 2011 to 2020.

WHEREAS Section 224 and 225 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:

Charitable, Not-for Profit and Recreational Tax Exemption

All lands within the legal boundaries of those properties listed under Schedule 'A' are hereby exempted from taxation for the years 2011 to 2020.

Schedule A, which is attached hereto, forms a part of this bylaw.

This bylaw may be cited as "Community Services Centre Tax Exemption Bylaw 2010, No. 1742".

READ A FIRST TIME on the	4 th	day of	October,	2010
READ A SECOND TIME on the	4 th	day of	October,	2010
READ A THIRD TIME on the	4 th	day of	October,	2010
ADOPTED on the		day of ,		2010

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

TOWN OF LADYSMITH COMMUNITY SERVICES CENTRE TAX EXEMPTION BYLAW NO. 1742

SCHEDULE "A"

PROPERTY DESCRIPTION		2011			2012	2013
		ESTIMATE FOR AMOUNT OF TAX REVENUE FOREGONE BASED ON 2010			(2011 + 2%)	(2012 + 2%)
		MUNICIPAL REVENUE	OTHER GOVT REVENUE	TOTAL REVENUE	TOTAL REVENUE	TOTAL REVENUE
Ladysmith Seniors and Ladysmith Resource Centre <i>224.2(a) Non-Profit</i>	610 & 630 2nd Ave Lot B, Blk B, Plan 6460 Folio 222.400	6,993.00	10,796.00	17,789.00	18,144.78	18,507.68
Boy's & Girls Club <i>225.2(a) Non-Profit</i>	220 High St Lot A, Plan VIP68919 Folios 222.510 & 222.520	8,905.12	13,818.88	22,724.00	23,178.48	23,642.05
TOTALS		15,898.12	24,614.88	40,513.00	41,323.26	42,149.73



TOWN OF LADYSMITH
POLICIES AND PROCEDURE MANUAL

TOPIC:	Civic Green Building Policy	
APPROVED BY:	Council	DATE:
RESOLUTION #:		
<i>(Amended)</i>		
<u>Purpose:</u> <p>The purpose of a civic green building policy is to demonstrate the Town of Ladysmith's commitment to sustainable high performance construction practices and to provide leadership and guidance to encourage the application of green building practices in private sector development.</p> <p>Adherence to the policy will yield long-term cost savings to Ladysmith's taxpayers due to the considerable savings in life-cycle performance and reduced life-cycle costs for municipal buildings.</p>		
<u>Scope:</u> <p>The civic green building policy applies to all civic buildings that are owned, constructed, financed or utilized by the Town of Ladysmith.</p>		
<u>Policy:</u> <ol style="list-style-type: none">1. The Town of Ladysmith will adopt the LEED Canada Building Rating System as the rating system by which to assess building performance.2. The Town of Ladysmith establishes LEED Silver level of building performance as the minimum acceptable building standard for all newly constructed civic buildings greater than 465 sq. m. (5,000 sq. ft.) and will incorporate sustainable building practices into all projects that are less than this threshold.3. The Town of Ladysmith will incorporate sustainable building practices into renovation and/or upgrade projects for all facilities that are developed, owned or managed by the Town.		

