



LADYSMITH

MINUTES OF A SPECIAL MEETING OF COUNCIL OF THE  
TOWN OF LADYSMITH  
HELD IN COUNCIL CHAMBERS AT CITY HALL ON  
WEDNESDAY, APRIL 13, 2011

**COUNCIL MEMBERS PRESENT:**

Mayor Rob Hutchins  
Councillor Lori Evans

Councillor Steve Arnett  
Councillor Duck Paterson

Councillor Jillian Dashwood  
Councillor Bruce Whittington

**COUNCIL MEMBERS ABSENT:**

Councillor Scott Bastian

**STAFF PRESENT:**

Ruth Malli  
Joe Friesenhan

Sandy Bowden  
Joanna Winter

Erin Anderson

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**CALL TO ORDER**

Mayor Hutchins called the meeting to order at 4:30 p.m.

**AGENDA APPROVAL**

Mayor Hutchins called the Special Session of Council to order at 4:30 p.m. Mayor Hutchins requested Council's consideration of adding an item regarding the Town's participation at the upcoming Chamber of Commerce "Home and Garden Show" to the agenda.

**2011-161**

It was moved, seconded and carried that the agenda for the Special Council Meeting of April 18, 2011 be adopted as amended.

**FINANCIAL PLAN REVIEW**

The City Manager provided Council with an overview of the Financial Plan Process. The Town is required by legislation to adopt the Five Year Financial Plan and related Bylaws by May 15 each year. The public is encouraged to participate in this process throughout the year. Opportunities for public participation include correspondence to Council, the Mayor's Open Door, questions at Open Council meetings, and recommendations to staff.

The Five Year Financial Plan will be presented to the public at an open forum prior to May 15.

The City Manager reviewed Council's previous direction to increase revenues in areas other than property taxes, to continue reducing industrial property taxes, and to keep commercial property tax rate increases to a minimum.

Levies to the Town in 2011 for other jurisdictions, such as the

Cowichan Valley Regional District and Cowichan District Hospital, have increased.

An overview of the sewer and water rates and projects was presented. The City Manager reviewed the proposed 2011 budget for the sewer and water component of the Financial Plan.

The Director of Public Works reviewed the list of potential capital projects for 2011 which include:

- Services to the Manufactured Home Park at Lot 108
- The south end pipeline to Arbutus reservoir, Holland Creek pipeline crossing restoration
- Cassidy Aquifer test drilling
- Repairs to the Stocking Lake Dam
- Enhanced water service to the Ladysmith Community Marina
- Extending the low-flow toilet rebate program
- Installing a lake at Ladysmith Golf Course to replace a failing culvert and provide irrigation
- Repairing and enhancing the water service on Symonds Street between Second and Fourth Avenues during storm drain installation
- Waste Water Treatment Plant upgrades
- Completion of repairs to the lift station
- Main upgrades – inflow and infiltration. Waste Water Treatment Plant Phase III (moving bed bioreactor and dissolved air flotation)
- Ladysmith Community Marina sewer pump-out station

It was agreed that determining the number of residences where the storm drainage is connected to the sewer system should be a high priority and staff were requested to bring recommendations to Council regarding options and costs of addressing the problem.

Staff recommended that the top three priority projects to be funded through the water budget be the Holland Creek crossing, the pipeline from the south end to Arbutus Reservoir, the Centralized Water Treatment Plant and the power supply to the Arbutus Reservoir.

Staff recommended that Council consider a water parcel tax increase in order to fund these capital projects should grant and other funding not be available.

Staff recommended that the top three projects to be funded

through the sewer budget be works associated with the Liquid Waste Management Plan, the Waste Water Treatment Plant Stage III, and sewer service to the Ladysmith Community Marina.

**2011-162**

It was moved, seconded and carried that the 2011 capital and operating budgets for the sewer component of the 2011-2015 Financial Plan be approved as presented and that the capital projects include:

- Lot 108 servicing
- High Street servicing
- Lift station repairs
- MBBR/DAF Solids Handling (Stage 2)
- Main upgrades (I & I)
- Liquid Waste Management Plan
- Sewer service to the Ladysmith Community Marina

Staff was requested to review the list of water projects and report back to Council recommending which projects the Town should pursue in 2011.

**ADJOURNMENT**

**2011-163**

It was moved, seconded and carried that this meeting be adjourned at 5:37 p.m.

**CERTIFIED CORRECT**

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Mayor (R. Hutchins)

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Corporate Officer (S. Bowden)