



**TOWN OF LADYSMITH  
MINUTES OF A MEETING OF COUNCIL  
MONDAY, JULY 15, 2013  
COUNCIL CHAMBERS, CITY HALL  
7:00 P.M.**

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**COUNCIL MEMBERS PRESENT:**

Mayor Rob Hutchins	Councillor Steve Arnett	Councillor Jillian Dashwood
Councillor Bill Drysdale	Councillor Gord Horth	Councillor Glenda Patterson

**COUNCIL MEMBERS ABSENT:**

Councillor Duck Paterson

**STAFF PRESENT:**

Ruth Malli	Erin Anderson	John Manson
Clayton Postings	Joanna Winter	

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**CALL TO ORDER**

Mayor Hutchins called the Regular Meeting Council to order at 6:25 p.m. in order to retire immediately into Executive Session.

**EXECUTIVE (CLOSED)  
SESSION**

**CS 2013-247**

It was moved, seconded and carried at 6:25 p.m. that Council retire into Executive (Closed) Session in order to consider the following matters:

- 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
- law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment
- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

**REGULAR MEETING**

Mayor Hutchins resumed the Regular Meeting of Council at 7:00 p.m.

**AGENDA APPROVAL**

**CS 2013-248**

It was moved, seconded and carried that the agenda for the Council Meeting of July 15, 2013 be approved as amended with the following additions:

- 10.3 Boating Survey
  - 10.4 Homelessness Initiative
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## MINUTES

**CS 2013-249** It was moved, seconded and carried that the minutes of the Regular Meeting of Council held July 2, 2013 be approved.

## DELEGATIONS

### **Ken Bosma, Joe Friesenhan Rotary Club of Ladysmith**

K. Bosma and J. Friesenhan requested support in principle from Council for a proposed Rotary Club of Ladysmith project to build a retaining wall at the high water mark and bring in sand to improve the public beach at Transfer Beach Park. It was proposed that the Rotary Club carry out construction under the direction of Town staff, and that the Town agree to maintain the structure.

**CS 2013-250** It was moved, seconded and carried that support in principle be given to the proposal from the Rotary Club of Ladysmith to construct a retaining wall and bring in sand at Transfer Beach, subject to confirmation of availability of staff resources and approval of the Parks, Recreation and Culture Commission.

## REPORTS

### **Leases in Town-owned Buildings on Oyster Bay Drive (Machine Shop and Outbuildings)**

**CS 2013-251**

It was moved, seconded and carried that

1. The current lease rate of \$5 per square foot be maintained for existing commercial/industrial leases in the Machine Shop, Splicing Shed, First Aid Shed and Round House on Oyster Bay Drive;
2. Unit H of the Machine Shop be leased to the Ladysmith and District Arts Council, at a rate to be negotiated;
3. The lease with the Ladysmith Maritime Society for the Car Shop and for Units C, I and M of the Machine Shop be renewed for a two year period at the rate of \$1.00 per unit per year;
4. Staff be directed to issue a call for proposals for tenants for Unit B of the Machine Shop; and
5. A rate be negotiated with all users of the common bathroom in reimbursement for cleaning and supplies.

### **Tender Award – Water Supply System Chlorination Upgrade**

**CS 2013-252**

It was moved, seconded and carried that the Arbutus Water Treatment Plant, Phase I – Chlorination tender be awarded to Knappet Industries (2006) Ltd., in the amount of \$1,317,700.00 plus applicable taxes.

## CORRESPONDENCE

### **John Elzinga, Cowichan Valley Regional District**

#### **Request to meet with Parks, Recreation and Culture Commission**

**CS 2013-253**

It was moved, seconded and carried that the Parks, Recreation and Culture Commission be requested to meet with representatives of

the Cowichan Valley Regional District regarding the development of a strategy for Sports Tourism in the Cowichan Region.

**Donna Reimer, School District 68**

**Appointment of Facilitator for Extended Consultation Process**

**CS 2013-254**

It was moved, seconded and carried that the Town offer to facilitate the establishment of a Task Force to provide input to the School District 68 Extended Consultation Process on the Proposed Enhanced Facilities Plan, and that members of the Task Force include Mayor Hutchins, Councillor Drysdale, Electoral Area Representatives for Cowichan Valley Regional District Areas G and H, and Parents' Advisory Councils for North Oyster School, Ladysmith Secondary School, Ladysmith Intermediate School, Ladysmith Primary School, Ecole Davis Road, and Stz'uminus First Nation representatives.

**NEW BUSINESS**

**Town of Ladysmith Annual Report for the Year Ended December 31, 2012**

Council responded to questions from members of the public concerning the 2012 Town of Ladysmith Annual Report.

**CS 2013-255**

It was moved, seconded and carried that the Annual Report for the Town of Ladysmith for the year ended December 31, 2012 be approved as amended.

**Determination of Town of Ladysmith Delegates to Union of British Columbia Municipalities 2013 convention**

**CS 2013-256**

It was moved, seconded and carried that Mayor Hutchins and Councillors Arnett, Horth and Dashwood represent the Town of Ladysmith as delegates at the 2013 Union of British Columbia Municipalities annual convention.

**NEW BUSINESS**

**Boating Survey**

**CS 2013-257**

It was moved, seconded and carried that the Ladysmith Chamber of Commerce be requested to work with the Ladysmith Maritime Society and Ladysmith Downtown Business Association to undertake an economic impact survey of visiting boaters at the Ladysmith Maritime Society Community Marina.

Councillor Arnett volunteered to assist in this initiative.

**Homelessness Initiative**

Councillor Dashwood advised Council that there will be a public event in support of homelessness initiative in Ladysmith, to take place in August, with details to follow.

**EXECUTIVE SESSION**

**CS 2013-258**

It was moved, seconded and carried at 7:55 p.m. that the Executive (Closed) Session of Council resume after a two minute recess.

**ARISE AND REPORT**

Council arose from Executive (Closed) Session at 8:11 p.m. with report on the following items:

- That the following individuals be reappointed to Town Advisory Commissions:
  - Ron Kinney, Kaien Shimizu (Advisory Design Panel)
  - Pamela Fraser (Advisory Planning commission)
  - Jennifer Robinson, Gerry Beltgens (Heritage Revitalization Advisory Commission)
  - Chantal Blumel, William Vandergrift, John Perry (Parks, Recreation and Culture Commission)
- That staff be directed to advertise Commission vacancies to the general public
- That the Cowichan Valley Regional District Directors for Areas G and H be requested to nominate candidates to represent their electoral areas on the Parks, Recreation and Culture Commission

**ADJOURNMENT**

**CS 2013-259**

It was moved, seconded and carried that this Meeting of Council be adjourned at 8:11 p.m.

CERTIFIED CORRECT:

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Mayor (R. Hutchins)

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Corporate Officer (S. Bowden)