



**TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, OCTOBER 7, 2013
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 6:00 P.M.
REGULAR OPEN MEETING 7:00 PM.**

COUNCIL MEMBERS PRESENT:

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

STAFF PRESENT:

Ruth Malli	Sandy Bowden	Erin Anderson
John Manson	Clayton Postings	Joanna Winter

CALL TO ORDER Mayor Hutchins called the Regular Meeting of Council to order at 6:00 p.m. in order to retire immediately into a Closed Meeting.

CLOSED MEETING

CS 2013-327

It was moved, seconded and carried at 6:01 p.m. that Council retire into Closed Meeting 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
- The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to hard 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]

OPEN MEETING

The Open Meeting of Council resumed at 7:01 p.m.

AGENDA APPROVAL

CS 2013-328

It was moved, seconded and carried that the agenda for the Regular Council Meeting of October 7, 2013 be approved as circulated.

MINUTES

CS 2013-329

It was moved, seconded and carried that the minutes for the Regular Meeting of Council held Tuesday, September 3, 2013 be

approved.

CS 2013-330

It was moved, seconded and carried that the minutes of the Special Meeting of Council held Monday, September 30, 2013 be approved.

PROCLAMATIONS

Mayor Hutchins proclaimed October 20 to 26 as “Small Business Week” in the Town of Ladysmith to recognize the invaluable contribution of small businesses to the economy of the town, province and country.

Mayor Hutchins proclaimed the month of October 2013 as “Foster Family Month” in the Town of Ladysmith, in recognition of the care, compassion and unselfish commitment of British Columbia foster families.

**COUNCIL COMMITTEE
REPORTS**

CS 2013-331

It was moved, seconded and carried that information about the Ready to Rent program be referred to the Parks, Recreation and Culture Department to determine if staff can assist in promoting and hosting Ready to Rent workshops in the Town of Ladysmith.

CS 2013-332

It was moved, seconded and carried that a letter of congratulations be send to Kim Judson and the organizing committee for the Tour de Rock Ladysmith fundraising activities, with special recognition of the fact that the group raised \$45,000, surpassing their original goal of \$20,000.

Councillor D. Paterson reminded Council that Light-up is scheduled for Thursday, November 28, and the first Festival of Lights work party will take place on November 3.

CS 2013-333

It was moved, seconded and carried that a letter of congratulations and appreciation be sent to the Ladysmith Air Cadets for an exemplary job in organizing the 70th Anniversary Celebrations of the Ladysmith Air Cadets.

STAFF REPORTS

Ladysmith Golf Course Maintenance Agreement

CS 2013-334

It was moved and seconded that the request from the Ladysmith Golf Course Society to eliminate the golf course maintenance and utility fees be considered during upcoming budget discussions.

CS 2013-335

It was moved, seconded and carried that the request from the Ladysmith Golf Course Society to eliminate the golf course maintenance and utility fees be referred to the October 14, 2013 Regular Meeting of Council and that staff be requested to provide

Council with information concerning arrangements with community golf courses in other communities.

2013 Tax Sale

The Director of Financial Services reported that of the three properties deemed to be purchased by the Town during the 2013 Tax Sale Auction, the property at 201 Dogwood Drive has been redeemed and a partial payment has been made on another property.

CS 2013-336 It was moved, seconded and carried that the report on the Town of Ladysmith 2013 Tax Sale be received.

Contract for the Provision of Animal Control Services for the Town of Ladysmith

CS 2013-337 It was moved, seconded and carried that staff be directed to issue a Request for Proposals for the provision of animal control services in the Town of Ladysmith.

Operating Agreement and Licence to Occupy with Ladysmith and District Historical Society for Operation of Ladysmith Archives

CS 2013-338 It was moved, seconded and carried that the Licence to Occupy and the Operating Agreement with the Ladysmith and District Historical Society for the operation of the Ladysmith Archives be renewed for the period November 1, 2013 to October 31, 2018, that staff be directed to publish notice of the Town's intent to enter into these agreements in accordance with the legislation, and that the Mayor and Corporate Officer be authorized to sign the documents.

Councillor Drysdale declared a conflict with the following agenda item and excused himself from the meeting.

Lease Renewal – Festival of Lights Society – 1163 Fourth Avenue

CS 2013-339 It was moved, seconded and carried that the Town enter into the revised lease agreement with the Festival of Lights Society for the use of 1163 Fourth Avenue (Lot A, District Lot 146, Oyster District, Plan 34438, Part of Fourth Avenue, PID #000-290-386) for a five year term, with the option to renew the lease for two consecutive five year terms, and that the Mayor and Corporate Officer be authorized to sign the lease on the Town's behalf.

Councillor Drysdale returned to the meeting.

BYLAWS

Town of Ladysmith Subdivision and Development Servicing Bylaw 2013, No. 1834

It was moved, seconded and carried that Town of Ladysmith Subdivision and Development Servicing Bylaw 2013, No. 1834 be adopted.

Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2013, No. 1835

It was moved, seconded and carried that Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2013, No. 1835 be adopted.

Town of Ladysmith Road Closure and Dedication Removal Bylaw 2013, No. 1836

It was moved, seconded and carried that Town of Ladysmith Road Closure and Dedication Removal Bylaw 2013, No. 1836 be adopted.

Town of Ladysmith Permissive Tax Exemption Bylaw 2013, No. 1837

It was moved, seconded and carried that Town of Ladysmith Permissive Tax Exemption Bylaw 2013, No. 1837 be read a first, second and third time.

Town of Ladysmith Heritage Revitalization Bylaw 2013, No. 1838

It was moved, seconded and carried that Town of Ladysmith Heritage Revitalization Bylaw 2013, No. 1838 be read a first, second and third time.

Town of Ladysmith Inter-Community Business Licence Bylaw 2013, No. 1839

It was moved, seconded and carried that Town of Ladysmith Inter-Community Business Licence Bylaw 2013, No. 1839, be read a first, second and third time.

QUESTION PERIOD

R. Johnson was advised that transit ridership and revenue reports are available from the Cowichan Valley Regional District, and through the CVRD website.

R. Johnson was advised that staff are negotiating with a local government which has made an offer to purchase the trolley.

R. Johnson was advised that community donations for the trolley were used to fund operation of the trolley service.

CLOSED MEETING

CS 2013-340

It was moved, seconded and carried at 7:52 p.m. that Council retire into Closed Meeting after a two minute recess.

ARISE AND REPORT

Council arose from the Closed Meeting with report on the following item:

- That interviews be scheduled for applicants for positions on Town advisory commissions and committees with a committee

of Council consisting of Mayor Hutchins, Councillor Drysdale and Councillor G. Patterson.

REGULAR MEETING

CS 2013-341 It was moved, seconded and carried at 8:30 p.m. that the Regular Meeting of Council reconvene.

Mayor Hutchins noted that the minutes of the September 30, 2013 meeting should reflect the adoption of a resolution rather than just a notation of rising and reporting on the Closed Meeting resolution regarding Request for Proposals No. 21808.01 (Supply and Delivery of MBBR/DAF Equipment for the Waste Water Treatment Plant). Staff advised that Council could rescind Resolution CS 2013-330 passed earlier in the meeting to approve the minutes, amend the minutes to reflect the adoption of the resolution regarding the RFP, and subsequently pass a resolution approving the minutes as amended.

CS 2013-342 It was moved, seconded and carried that Resolution CS 2013-330, approving the Minutes of the Special Council Meeting held on September 30, 2013, be rescinded.

CS 2013-343 It was moved, seconded and carried that the minutes of the Special Council Meeting held on September 30, 2013 be amended to add the following resolution:

CS 2013-325

It was moved, seconded and carried that Request for Proposals No. 21808.01 for the Supply and Delivery of MBBR/DAF Equipment for the Waste Water Treatment Plant be rescinded and that Council authorize the issuance of a tender for the supply and delivery of MBBR/DAF equipment, and further, that the tender be sent to the three short-listed proponents who submitted bids in response to the initial Request for Proposals.

Request for Proposals for the Supply and Delivery of MBBR/DAF Equipment for the Waste Water Treatment Plant

CS 2013-344 It was moved, seconded and carried that Resolution CS 2013-325 be rescinded.

CS 2013-345 It was moved, seconded and carried that Request for Proposals No. 21808.01 for the supply and delivery of MBBR/DAF Equipment for the Waste Water Treatment Plant be rescinded and that Council authorize the issuance of a new Request for Proposals for the supply and delivery of MBBR/DAF Equipment, and further that the Request for Proposals be sent to the three short-listed proponents who submitted bids in response to the initial Request for Proposals.

ADJOURNMENT

CS 2013-346

It was moved, seconded and carried that this meeting of Council be adjourned at 8:38 p.m.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Subject to Adoption