



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, JANUARY 20, 2014
7:00 p.m.

AGENDA

	<u>Page</u>
CALL TO ORDER 7:00 P.M.	
1. AGENDA APPROVAL	
2. MINUTES	
2.1. Minutes of the Regular Meeting of Council held January 6, 2014	1 - 4
3. DELEGATIONS	
3.1. Joe Burnett and Mike Hooper – Nanaimo Airport Commission Biannual Report to Council	
3.2. Olivia Boudreau, Leanne Schultz, and Sarah Morden – Cowichan Valley Performing Arts Foundation Overview of the Cowichan Valley Performing Arts Foundation	5
4. PROCLAMATIONS	
4.1. Heart Month Mayor Hutchins has proclaimed February as “Heart Month” in the Town of Ladysmith and urges all citizens to take this month to contemplate their own heart health and to give as generously as possible to the Heart and Stroke Foundation Person to Person Campaign.	6
5. DEVELOPMENT APPLICATIONS	
5.1. Official Community Plan Amendment and Rezoning Application – Holland Creek Place (Lot A, DL 43, Oyster District, Plan EPP12594 AS)	7 - 10
6. BYLAWS (OCP / ZONING)	
6.1. Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 42), 2014, No. 1843 May be read a first and second time, and a public hearing may be scheduled.	11 - 12

6.2. Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 96), 2014, No. 1844

13 – 14

May be read a first and second time, and a public hearing may be scheduled.

7. COUNCIL COMMITTEE REPORTS

7.1. Mayor R. Hutchins
Cowichan Valley Regional District; Stocking Lake Advisory Committee;
Community Health Advisory Committee/Interagency Group

7.2. Councillor B. Drysdale
Municipal Services Committee; Protective Services Committee; Heritage
Revitalization Advisory Commission

7.3. Councillor J. Dashwood
Advisory Design Panel; Cowichan Valley Regional District Community
Safety Advisory Commission; Social Planning Cowichan Affordable
Housing Directorate; Ladysmith Early Years Partnership; Ladysmith
Chamber of Commerce

7.4. Councillor G. Horth
Advisory Planning Commission; Parks, Recreation and Culture
Commission; Liquid Waste Management Committee; Ladysmith
Downtown Business Association

7.5. Councillor D. Paterson
Protective Services Committee; Parks, Recreation and Culture
Commission; Festival of Lights

7.6. Councillor G. Patterson
Youth Advisory Committee; Liquid Waste Management Committee

7.7. Councillor S. Arnett
Stocking Lake Advisory Committee; Vancouver Island Regional Library
Board; Celebrations Committee

8. STAFF REPORTS - NONE

9. BYLAWS – NONE

10. CORRESPONDENCE

**10.1. Cowichan Social Planning Re: Request for Appointment of Ladysmith
Representative on Board of Directors**

15

Staff Recommendation:

That the correspondence from Cowichan Social Planning be received and Council consider if it wishes to appoint a Ladysmith representative to the Board of Directors.

10.2. Honours and Awards Secretariat Re: Order of British Columbia 2014 Call For Nominations

16

Staff Recommendation:

That the correspondence from the Honours and Awards Secretariat be received and Council consider if it wishes to nominate an individual or individuals for the 2014 Order of British Columbia.

11. NEW BUSINESS**12. UNFINISHED BUSINESS****13. QUESTION PERIOD**

- A maximum of 15 minutes is allotted for questions.
- Persons wishing to address Council during “Question Period” must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes.
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine.
- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

14. CLOSED MEETING

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

- negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- 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;
- labour relations or other employee relations;
- litigation or potential litigation affecting the municipality.

15. ARISE AND REPORT**16. ADJOURNMENT**



**TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, JANUARY 6, 2014
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 7:00 P.M.**

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Gord Horth

Councillor Steve Arnett
Councillor Duck Paterson

Councillor Bill Drysdale
Councillor Glenda Patterson

COUNCIL MEMBERS ABSENT

Councillor Jillian Dashwood

STAFF PRESENT:

Ruth Malli

Sandy Bowden

CALL TO ORDER

Mayor Hutchins called this Regular Meeting of Council to order at 7:00 p.m.

AGENDA APPROVAL

CS 2014-001

It was moved, seconded and carried that the agenda for the Regular Council Meeting of January 6, 2014 be approved as amended with the following addition:

12.1 Proposed Special Meeting – Change of Date

MINUTES

CS 2014-002

It was moved, seconded and carried that the minutes of the Regular Meeting of Council held Monday, December 16, 2013 be approved.

BYLAWS (OCP/ZONING)

CS 2014-003

It was moved, seconded and carried that Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 40) 2013, No. 1816 be read a third time and adopted.

CS 2014-004

It was moved, seconded and carried that Town of Ladysmith Zoning Bylaw 1995, No. 1160, Amendment Bylaw (No. 91) 2013, No 1817 be read a third time and adopted.

**COUNCIL COMMITTEE
REPORTS**

Councillor Drysdale advised that he has been called for jury duty on February 3 but does not yet have details as to the anticipated length of the trial.

Municipal Services Committee Recommendations

- CS 2014-005** It was moved, seconded and carried that the Town of Ladysmith accept the donation of Reverend Julian North's paintings.
- CS 2014-006** It was moved, seconded and carried that staff be requested to arrange an appraisal of the collection of paintings by Reverend Julian North, determine the cost of building or purchasing shipping containers, and investigate a suitable storage location for the paintings.
- CS 2014-007** It was moved, seconded and carried that a letter be sent to community churches to determine the opportunity to display the collection of paintings donated by the late Reverend Julian North.
- CS 2014-008** It was moved, seconded and carried that the Town investigate the opportunity to host a showing of the collection of paintings by the late Reverend Julian North with the Ladysmith Arts Council as a fundraiser for the Food Bank.
- CS 2014-009** It was moved, seconded and carried that a letter be written to Jean Crowder thanking her for her efforts on behalf of coastal communities with respect to the serious issue of derelict and abandoned vessels.
- CS 2014-010** It was moved, seconded and carried that a letter be written to the Hon. Lisa Raitt, Federal Minister of Transportation, urging expedited federal action on the issue of derelict and abandoned vessels.
- CS 2014-011** It was moved, seconded and carried that a letter be written to Sheila Malcolmson, Chair of the Islands Trust Council, requesting information on recent activity with respect to the issue of derelict and abandoned vessels, thanking her for her leadership on this matter, and urging continued pressure on senior governments to resolve the matter.
- Councillor G. Patterson advised that Big Brothers/Big Sisters are holding their annual Bowling Tournament in March and volunteered to organize Council's participation again this year.
- CS 2014-012** It was moved, seconded and carried that letters be sent to the Vancouver Island Health Authority and Susan McAdam expressing the Town's sincere appreciation for establishing a Telehealth site at the Ladysmith community Health Centre.

STAFF REPORTS

- CS 2014-013** **Regional Sport Tourism Initiative**
It was moved, seconded and carried that the request from the Cowichan Valley Regional District for the Town of Ladysmith to appoint a representative to serve on the Cowichan Valley Regional

District Sport Tourism Working committee be referred to the Ladysmith Parks, Recreation and Culture Commission to recommend to Council an individual to represent the Town on the committee.

BYLAWS

CS 2014-014

Town of Ladysmith Revenue Anticipation Bylaw 2013, No. 1841

It was moved, seconded and carried that Town of Ladysmith Revenue Anticipation Bylaw 2013, No. 1841 be adopted.

CS 2014-015

Town of Ladysmith Council Procedures Bylaw 2009, No. 1666, Amendment Bylaw (No. 1) 2014, No. 1845

It was moved, seconded and carried that Town of Ladysmith Council Procedures Bylaw 2009, No. 1666, Amendment Bylaw (No. 1) 2014, No. 1845 be adopted.

CORRESPONDENCE

CS 2014-016

Mayor Jan Allen, Village of Port Alice Objection to Cut to B.C. Ferries Coastal Service

It was moved, seconded and carried that Council write to the Minister Responsible for B.C. Ferries and the Premier, noting the following:

- That the Town is very concerned about the proposed cuts to the B.C. coastal ferry service and the subsequent impact of these cuts on local economies;
- Requesting the province to consider including the B.C. ferry service within the provincial highway system, given that for many communities, the ferry service is considered a major means of access to the community;
- Requesting the province to seek alternate funding sources to fund the ferry system in order to disperse the financial impact of the rising costs of the service throughout the province

CS 2014-017

Joe Barry, Cowichan Valley Regional District CVRD Bylaw No. 3772 – Regional Parkland Acquisition Fund Service Amendment Bylaw, 2013

It was moved, seconded and carried that Council consent to the adoption of CVRD Bylaw No. 3772 – Regional Parkland Acquisition Fund Service Amendment Bylaw, 2013.

UNFINISHED BUSINESS

CS 2014-018

Proposed Special Meeting

Mayor Hutchins requested Council's consideration of a change in date for the proposed special meeting to consider the boundary expansion application from Couverdon/TimberWest.

It was moved, seconded and carried that a special Council meeting to consider the Couverdon boundary expansion application be scheduled for Tuesday, January 28, 2014 at 6:30 p.m.

CLOSED MEETING

CS 2014-019

It was moved, seconded and carried at 7:25 p.m. that Council retire into Closed Meeting after a two minute recess.

ARISE AND REPORT

Council arose from the Closed Meeting without report.

ADJOURNMENT

CS 2014-020

It was moved, seconded and carried that this meeting of Council be adjourned at 8:15 p.m.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)



Who are we?

Our mission is to create a unified performing arts community within the Cowichan Valley; one in which all children are given an equal opportunity to participate, grow, learn and develop as individuals and as artists.

The Cowichan Valley Performing Arts Foundation (CVPAF) was provincially incorporated in 2012 to provide funding to low-income families with children ages 18 and under wanting to participate in performing arts activities such as dance, acting and music lessons. CVPAF also offers bursaries and scholarships for current students wishing to further their education by way of additional classes, workshops and conferences.

What is the need?

- British Columbia still holds 13th place among the provinces and territories in terms of *per capita* spending on Arts and Culture;
- very few funding opportunities exist for individual children and youth wanting to participate in the arts;
- participation in extra-curricular activities is declining each year due to increasing costs and declining household income;
- Provincial and Federal budget cuts have resulted in decreased music & arts programs in public schools.
- **Benefits to At-Risk Youth:** promotes positive behaviour and social connections; improves memorization, concentration & public speaking skills; increases self-confidence; improves school performance.
- **Benefits to Young Children:** promotes gains in math, reading, cognitive ability, critical thinking and verbal skills; helps develop and improve motivation, concentration, confidence and teamwork.

What Have We Accomplished?

2012 (first year)

- Incorporated provincially as a non-profit society;
- Established a diversified Board of Directors;
- Created funding applications and guidelines;
- Initiated community-based fundraising activities;
- First round of funding distributed to 4 families in September 2012.

2013

- Ongoing fundraising activities and grant applications, nearly \$9000 raised in 2013
- Distributed funding to 26 children
- Applied for Charitable Tax Status
- Launched a website for the Foundation
- Recruited 5 new Board members
- Initiated dialogue with KidSport to explore potential for collaboration.

Our Goals for 2014

- ✓ outreach to more areas of the Valley (youth, service providers, community organizations);
- ✓ focus on fewer but larger fundraising events so as to preserve the energy of volunteers, ideally in collaboration with KidSport and/or other groups;
- ✓ streamline/improve the application process;
- ✓ engage more volunteers;
- ✓ implement required accounting processes for charitable status approval (pending)

Applications at: www.cvperformingarts.ca. Three annual intake dates: Sept 1; Dec. 15 and July 1.



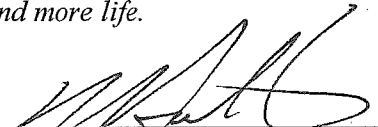
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TOWN OF LADYSMITH

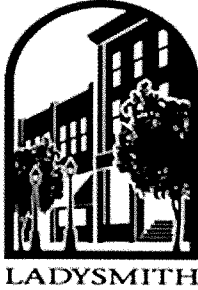
PROCLAMATION

Heart Month

- WHEREAS:** *The Heart and Stroke Foundation is a community-based organization whose mission statement is:*
- “The Heart and Stroke Foundation, a volunteer-based health charity, leads in eliminating heart disease and stroke and reducing their impact through the advancement of research and its application, the promotion of healthy living, and advocacy”*
- AND WHEREAS:** *The Heart and Stroke Foundation funds pioneering scientific research, which has saved the lives of countless Canadians;*
- AND WHEREAS:** *February is Heart Month in Canada, during which time dedicated Heart and Stroke Foundation Person to Person volunteers join together with their neighbours to raise vital funds for the Foundation’s work;*
- AND WHEREAS:** *We commend and celebrate the committed researchers, staff, and volunteers of the Heart and Stroke Foundation for their dedication to the battle against heart disease and stroke;*
- THEREFORE:** *I, Robert Hutchins, Mayor of the Town of Ladysmith, do hereby proclaim the month of February be observed as “Heart Month” in the Town of Ladysmith. I further urge all citizens to take this month to contemplate their own heart health and to give as generously as they can to the Heart and Stroke Foundation Person to Person Campaign. Together we can give Canadians more time and more life.*


Mayor R. Hutchins

January 20, 2014



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Felicity Adams, Director of Development Services
Date: January 15, 2014
File No: 3360-13-05

Re: **Official Community Plan (OCP) Amendment & Rezoning Application: Holland Creek Pl.**
Subject Property: Lot A, District Lot 43, Oyster District, Plan EPP12594 AS

RECOMMENDATION(S):

1. THAT Council give first and second reading to:
 - a) Bylaw 1843 cited as "Official Community Plan Bylaw 2003, No.1488, Amendment Bylaw (No.42) 2014, No. 1843"; and
 - b) Bylaw 1844 cited as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No.96), 2014, No.1844.and that Council directs that a Public Hearing be scheduled for Bylaw 1843 and 1844.
2. That staff be directed to work with the applicant to prepare a section 219 covenant to secure the following:
 - i) Constructing energy efficient dwellings that achieve Energuide 80.
 - ii) Constructing a pedestrian connection from the internal strata road to the sidewalk along Dogwood Drive.
 - iii) Green development practices including providing a sediment and erosion plan, using permeable surfaces, energy efficient windows, and drought tolerant plants.
 - iv) Inclusion of strata rules to prohibit herbicides and pesticides; no parking or storage of recreational vehicles; and timely clearing of snow.
 - v) Requiring a minimum of four visitor parking stalls onsite.
 - vi) Requiring a sign to restrict parking to allow for emergency vehicle turn-around in the area designated.

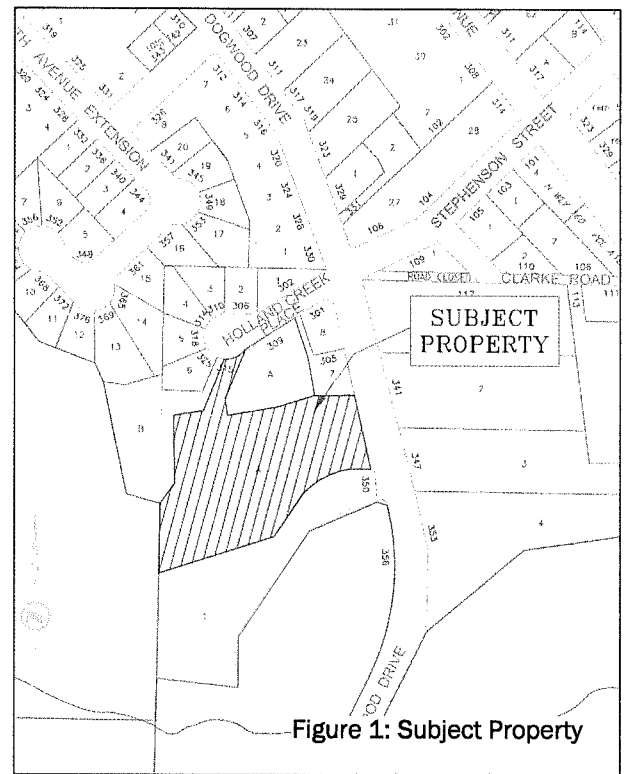


Figure 1: Subject Property

PURPOSE:

The purpose of this staff report is to present a bylaw to amend the Official Community Plan and a bylaw to amend the Zoning Bylaw to permit eight single family bareland



strata lots at the subject property on Holland Creek Place; and to present a land-use agreement.

INTRODUCTION/BACKGROUND:

In 2010, Council approved an OCP amendment and rezoning to permit 15 townhouse units on the subject property. Since that time the applicant has re-evaluated the site and would like to propose 8 bareland strata lots which would be accessed by strata road from Holland Creek Place.

At the November 4, 2013 meeting Council passed a motion stating that the following consultation is to be undertaken for the subject application:

- Staff referral to the Advisory Planning Commission for review and comment;
- Referral to Stz’uminus First Nation;
- Applicant to host a neighbourhood information meeting as required by the Development Procedures Bylaw.

Table 1: Summary of OCP Amendment and Rezoning Application 3360-13-05

	Current	Proposed
OCP	Multi-Family Residential	Single Family Residential
Holland Creek Area Plan	Multi-Family	Single Family
DPA	Development Permit Area 4 – Multi-Family Residential (DPA 4)	none
Zoning	R-3-B	R-1-A
Density	15 units per hectare	8 units per hectare

SCOPE OF WORK:

The current stage of this rezoning is to present Bylaw 1843 to amend the Official Community Plan and Bylaw 1844 to amend the Zoning Bylaw.

Bylaw 1843

Bylaw 1843 proposes to amend the Official Community Plan by:

- Placing the ‘Single Family Residential’ designation on the subject property’.
- Removing the Development Permit Area 4 – Multi-Family Residential (DPA 4) designation from the subject property.

Bylaw 1844

Bylaw 1844 proposes to amend the Zoning Bylaw by:

Placing the ‘Medium Density Urban Residential Zone (R-1-A)’ on the subject property.

Land Use Agreement

If the current proposal of eight residential lots proceeds covenant CA1884279 will be replaced. A new covenant is proposed as shown in Table 2 below.



Table 2: Covenant Replacement Summary

<i>Covenant (currently on title)</i> CA1884279	<i>Proposed New Covenant</i>
Amenity of \$5000	May not be required as land is being zoned such that it is similar to the original 2009 density.
Green development practices including providing a sediment and erosion plan, using permeable surfaces, energy efficient windows, and drought tolerant plants.	These commitments will remain as well as a commitment to constructing homes with an energy efficiency rating of Energuide 80 for all dwellings on the land.
Installation of a walkway from the development to the sidewalk along Dogwood Drive.	This commitment will remain.
Inclusion of strata rules to prohibit herbicides and pesticides; no parking or storage of recreational vehicles; and timely clearing of snow.	This commitment will remain.
Commitment to the Delinea site plan design showing 5 duplex buildings and one triplex building.	This condition will be removed as the site plan would no longer be valid.
	A minimum of four visitor parking stalls is required onsite. A sign shall restrict parking to allow for emergency vehicle turn-around in the area designated.

ALTERNATIVES:

That Council not proceed with Bylaw 1843 and 1844.

FINANCIAL IMPLICATIONS: n/a

LEGAL IMPLICATIONS:

A public hearing will be required to be held.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The application was reviewed at the Naut'Sa Mawt Steering Committee meeting held in December 2013. No comments were received regarding the proposal.

At their meeting on January 9, 2014 the Advisory Planning Commission (APC) passed the following motion regarding the application 3360-13-05:

The Advisory Planning Commission (APC) recommends support for the application 3360-13-05 to permit eight single family bare-land strata lots at



Lot A, District Lot 43, Oyster District, Plan EPP12594 subject to the following conditions:

- That the site plan include an area for a minimum of four visitor parking stalls;
- That signage restrict parking to allow for emergency vehicle turn-around in the area designated; and
- The APC would like to ensure the Town has the authority to enforce covenants as registered in connection with the development.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The application has been referred to the Director of Infrastructure Services and to the Director of Parks, Recreation, and Culture for their consideration. The applicant has also submitted a subdivision application for the proposed eight lots which is being reviewed concurrently with the rezoning application.

RESOURCE IMPLICATIONS:

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

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

The applicant has completed a Sustainable Development Checklist and indicates that the proposal is consistent with the Visioning Report in the following ways:

- Small affordable lots are being proposed.
- The development is located within 400m of the Holland Creek trailhead.

The applicant is committed to offering the following amenities:

- Constructing energy efficient dwellings that achieve Energuide 80.
- Constructing a pedestrian connection from the internal strata road to the sidewalk along Dogwood Drive.
- Maintaining the covenant area, such that there are no trails, and so that vegetation and soils are not disturbed as required by the covenant.

ALIGNMENT WITH STRATEGIC PRIORITIES:

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

SUMMARY:

It is recommended to give first and second reading to Bylaw 1843 and 1844, to support the replacement of Covenant CA1884279, and to schedule a public hearing.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

Bylaw 1843

Bylaw 1844



TOWN OF LADYSMITH

BYLAW NO. 1843

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) Bylaw No. 1488: Schedule "A" – *Town of Ladysmith Community Plan Map 1 – Land Use* is amended by placing "Single Family Residential" on Lot A, District Lot 43, Oyster District, Plan EPP12594 (Holland Creek Place) as shown on Schedule I attached to this bylaw.
- (2) Bylaw No. 1488: Schedule "A" – *Town of Ladysmith Community Plan Map 2 – Development Permit Areas* is amended by removing "Development Permit Area 4 – (DPA4)" from Lot A, District Lot 43, Oyster District, Plan EPP12594 (Holland Creek Place) as shown in Schedule I attached to this bylaw.
- (3) Bylaw No. 1488: Schedule "C" – *Holland Creek Area Plan Figure 4 – Parks & Open Space, Land Use & Circulation* is amended by placing "Single-Family" on Lot A, District Lot 43, Oyster District, Plan EPP12594 (Holland Creek Place) as shown in Schedule I attached to this bylaw.

CITATION

- (4) This bylaw may be cited for all purposes as "Town of Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 42), 2014, No. 1843".

READ A FIRST TIME on the day of

READ A SECOND TIME on the day of

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

on the day of

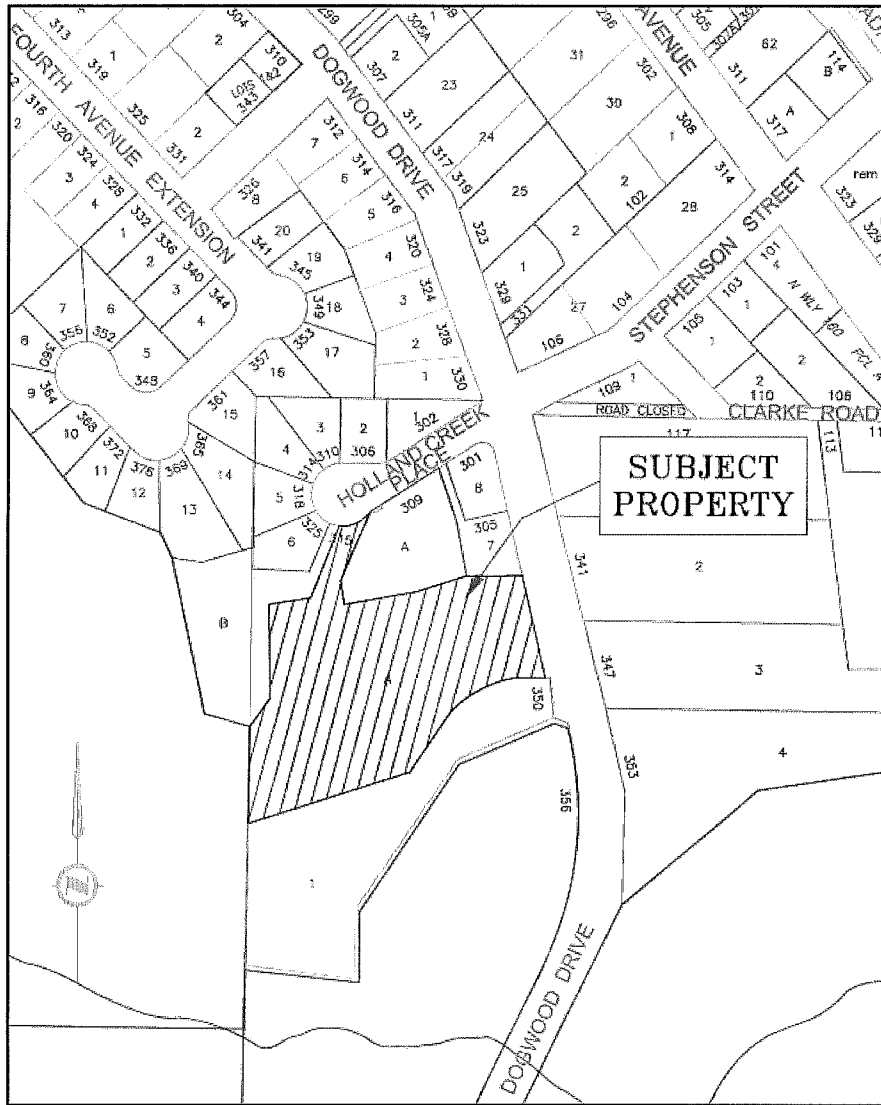
READ A THIRD TIME on the day of

ADOPTED on the day of

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

BYLAW No. 1843 - SCHEDULE I



TOWN OF LADYSMITH

BYLAW NO. 1844

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 zoning map, being 'Schedule A' to "Town of Ladysmith Zoning Bylaw 1995, No. 1160", is hereby amended by placing "Medium Density Urban Residential Zone (R-1-A)" on Lot A, District Lot 43, Oyster District, Plan EPP12594 (Holland Creek Place) as shown on Schedule I attached to this Bylaw .

CITATION

- (2) This bylaw may be cited for all purposes as "Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 96), 2014, No. 1844".

READ A FIRST TIME on the day of

READ A SECOND TIME on the day of

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

on the day of

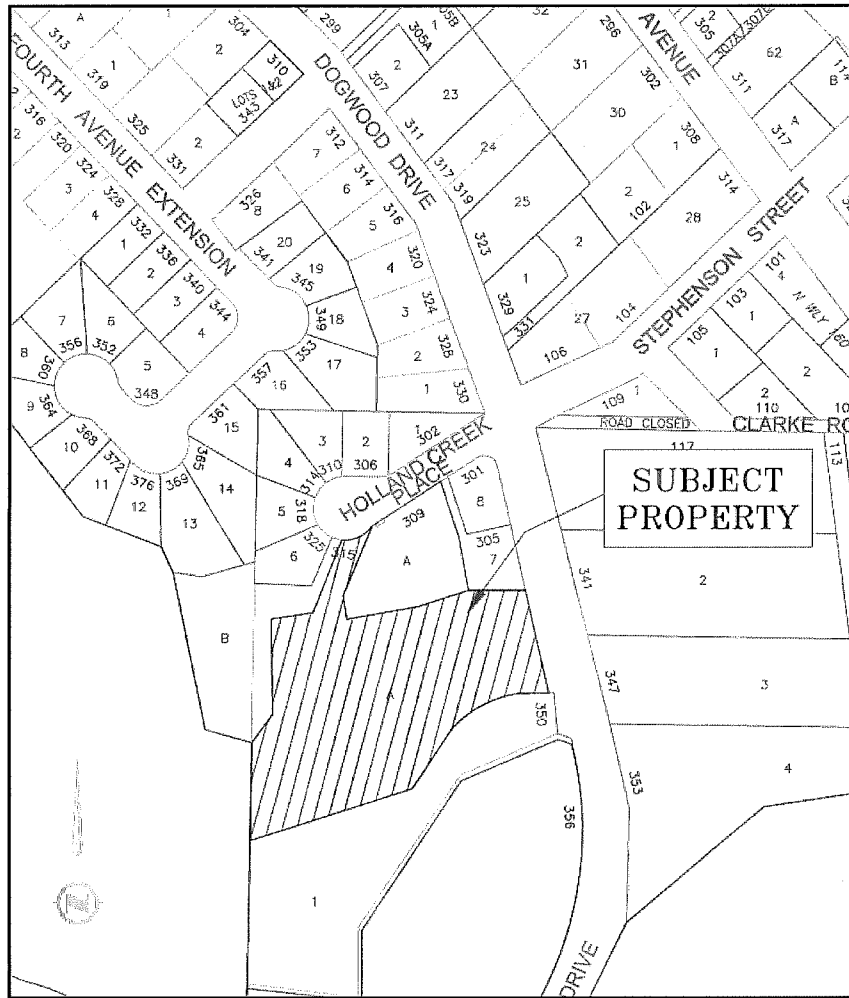
READ A THIRD TIME on the day of

ADOPTED on the day of

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

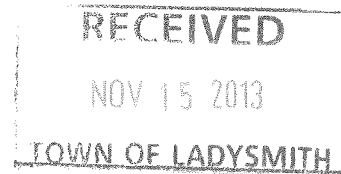
Bylaw 1844 - Schedule I





November 6, 2013

Mayor and Council
Town of Ladysmith
PO Box 220
Ladysmith, BC V9G 1A2



Re: Request for Local Government Board Liaisons for Social Planning Cowichan

Dear Mayor and Council,

On behalf of the Board of Directors of Social Planning Cowichan, I would like to extend an invitation for a representative from the Town of Ladysmith to join us as a Board Liaison for 2014.

We value the contributions community members and local officials bring to our table and currently have liaison appointees from both the City of Duncan and the District of North Cowichan. In the past contributions from local government representatives have been extremely valuable; in exchange we hope that bringing social planning issues from Ladysmith to our Board ensured our regional efforts included your priorities.

This year, we welcomed Glenn Calder as a new board member from Ladysmith. We wish to strengthen our relationship with the Town of Ladysmith by having a representative as liaison to our Board.

As an organization, we want to be responsive to issues throughout the region, it is our responsibility to ensure we have cross-representation from all communities at our Board table. To support this, we are inviting one representative from each local government to join us as Board Liaison. In this capacity, participation will be as a non-voting liaison to the board, who may participate by contributing to dialogue, discussions and planning at Social Planning Board meetings, strategic planning sessions and community events related to Social Planning Cowichan activities or simply by being a resource to the Board.

Our meetings are held every three months, with the next scheduled meeting on January 20, 2014.

Thank you for your consideration of this request, we hope to hear from you.

Sincerely,

Jenn George
Board Chair



Honours and Awards Secretariat

November 14, 2013

His Worship Robert Hutchins and Councillors
Town of Ladysmith
PO Box 220
Ladysmith BC V9G 1A2

RECEIVED

NOV 19 2013

OF LADYSMITH

Dear Mayor and Councillors:

Re: Order of British Columbia ~ 2014 Call for Nominations

It is time once again to “call for nominations” for the Order of British Columbia, the highest honour the Province can bestow on its citizens for excellence and outstanding achievement. Anyone is welcome to nominate a deserving individual as candidate for appointment to the Order of British Columbia. I seek your assistance in informing your municipality about this opportunity to take part in the public recognition of its outstanding citizens. Could you bring this up at your next council meeting?

An independent Advisory Council chaired by the Chief Justice of British Columbia considers nominations to the Province’s highest award for excellence and outstanding achievement. Three hundred and forty-five distinguished British Columbians have been honoured since 1990.

For your information, a report listing all of the recipients of the Order is available on our website <http://www.orderofbc.gov.bc.ca>. If you would like this report broken down by City/Town, please contact our office.

Nomination forms for the Order are available from the Honours and Awards Secretariat in Victoria, (250) 387-1616, or on the website: <http://www.orderofbc.gov.bc.ca>. Completed nominations must be received by the Secretariat by **March 7, 2014** to be considered. Nominations received after this will automatically be forwarded for consideration in 2015.

Your continuing support of the Order of British Columbia is very much appreciated.

Yours sincerely,

Karen Felker
Coordinator