



**TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, AUGUST 18, 2014
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 6:00 P.M.**

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins

Councillor Bill Drysdale

Councillor Glenda Patterson

Councillor Steve Arnett

Councillor Gord Horth

Councillor Jillian Dashwood

Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli

John Manson

Sandy Bowden

Clayton Postings

Felicity Adams

Joanna Winter

CALL TO ORDER

Mayor Hutchins called this Regular Meeting of Council to order at 6:00 p.m.

CLOSED SESSION

CS 2014-284

Moved and seconded at 6:01 p.m.:

That Council retire into Closed Session to discuss the following items:

- 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]
- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- 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
- 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.

Motion carried.

RISE AND REPORT

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

- That the listing price of the Town-owned property at 520 Jim Cram Drive be reduced to \$550,000 in accordance with the appraisal by Island Appraisals Ltd. dated July 30, 2014.

AGENDA APPROVAL

CS 2014-285

Moved and seconded:

That the agenda for the Regular Council Meeting of August 18, 2014 be approved as amended by the following addition:

12.1 School District 68 Issues

Motion carried.

MINUTES

CS 2014-286

Moved and seconded:

That the minutes of the Regular Meeting of Council held Monday, July 21, 2014 be approved.

Motion carried.

BYLAWS – OCP AND ZONING New and Updated Zoning Bylaw

Town of Ladysmith Area G and Area H Land Use Regulations Repeal Bylaw 2014, No. 1858

Moved and seconded:

CS 2014-287

That Town of Ladysmith Area G and Area H Land Use Regulations Repeal Bylaw 2014, No. 1858 be adopted.

Motion carried.

Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 43), 2014, No. 1859

Moved and seconded:

CS 2014-288

That Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 43), 2014, No. 1859 be adopted.

Motion carried.

Town of Ladysmith Zoning Bylaw 2014, No. 1860

Moved and seconded:

CS 2014-289

That Town of Ladysmith Zoning Bylaw 2014, No. 1860 be adopted.

Motion carried.

Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 44), 2014, No. 1861

Moved and seconded:

CS 2014-290

That Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 44), 2014, No. 1861 be adopted.

Motion carried.

Moved and seconded:

CS 2014-291

That Council direct staff to initiate an amendment to Town of Ladysmith Zoning Bylaw 1860 to require owner occupation of a property with a carriage house on it.

Motion carried.

REPORTS

Municipal Services Committee Recommendations

CS 2014-292

Moved and seconded:

That Council approve the draft Corporate Flag Protocol Policy as amended, with section 2.3 amended to read “*In the case of a death, flags shall be flown at half-mast from the day of the death until sunset on the day of the funeral or the seventh day following the death, whichever occurs first.*”

Motion carried.

CS 2014-293

Moved and seconded:

That Council waive the trolley rental fee in support of the Ladysmith tour during the Savour Cowichan Wine and Culinary Festival on September 30, 2014, subject to availability of funds in the Trolley Rental Grant-in-Aid.

Motion carried.

CS 2014-294

Moved and seconded:

That Council request staff to investigate options for opting in or out of the provincial Ministry of Environment Contaminated Site Profile System and report back with their findings.

Motion carried.

CS 2014-295

Moved and seconded:

That Council direct staff to improve the lighting on the Bayview Connector.

Motion carried.

CS 2014-296

Moved and seconded:

That Council request Transport Canada to install signage for appropriate speeds adjacent to the channel between Woods Island and Slack Point to regulate the speed of watercraft in Ladysmith’s inner harbour.

Motion carried.

Award of Tender – Holland Creek Bridge Replacement

CS 2014-297

Moved and seconded:

That Council

1. Confirm that the replacement Holland Creek Trail Bridge is to be built to support small equipment, such as ATVs and parks equipment
2. Confirm that the bridge is to be constructed at a Q200 rating for 200 year discharge levels
3. Authorize an increase in the project budget of \$75,000 to a total project cost of \$175,000, and direct staff to amend the 2014 to 2018 Financial Plan accordingly; and
4. Award Tender 2014PRC-04 “Holland Creek Bridge Replacement” to Heavy Metal Marine Ltd.

Motion carried.

Heritage Legacy Fund Application – Transfer Beach Interpretive History Pictorial Project

Moved and seconded:

CS 2014-298

That Council authorize staff to submit an application to the Heritage Legacy Fund for a grant of up to \$10,000 for the Transfer Beach Interpretive History Pictorial Project.

Motion carried.

BYLAWS

Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2014, No 1846

Moved and seconded:

CS 2014-299

That Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2014, No. 1846 be read a first, second and third time.

Motion carried.

CORRESPONDENCE

**R.J. MacLachlan, Ladysmith Baseball Association
Proposal for Scorekeepers' Building at Holland Creek Ball Park**

Moved and seconded:

CS 2014-300

That Council refer the proposal from the Ladysmith Baseball Association to build a scorekeeper's shelter at the Holland Creek Ball Park to the Parks, Recreation and Culture Commission for review and recommendation.

Motion carried.

**Kathleen Harrison, Cowichan Valley Regional District
Proposed CVRD Annual Financial Contribution Services –
Cowichan Sportsplex**

Moved and seconded:

CS 2014-301

That Council refer the correspondence from the Cowichan Valley Regional District regarding a funding model for the Cowichan Sportsplex to staff for investigation and recommendation.

Motion carried.

**Cochrane Mowbray
Proposed Contribution of Decorative Pavers for First Avenue**

Moved and seconded:

CS 2014-302

That Council refer the correspondence from Cochrane Mowbray outlining a proposal to donate decorative pavers for installation on First Avenue outside the Old Town Bakery to the Heritage Revitalization Advisory Commission for review and recommendation.

Motion carried.

Councillor D. Paterson declared a conflict of interest with the following agenda item and excused himself from the meeting.

**Steve Dinsmore, Kinsmen Club of Ladysmith
Request to Partner with the Town of Ladysmith for Grant
Application**

Moved and seconded:

CS 2014-303

That Council advise the Kinsmen Club of Ladysmith that it supports a proposed partnership between the Town of Ladysmith and the Kinsmen Club as outlined in the correspondence from the Club dated July 30, 2014, for the sole purpose of securing grant funding through the Nanaimo Foundation to replace the playground structure at Transfer Beach; and further, that Council direct staff to work with the Club to establish details of this arrangement.

Motion carried.

Councillor D. Paterson returned to the meeting.

**Dave Petryk, Tourism Vancouver Island
Request for Contribution to Hiking Trails Strategy for the
Vancouver Island Region**

Moved and seconded:

CS 2014-304

That Council refer the request from Tourism Vancouver Island for funding to support a proposed Hiking Trails Strategy for Vancouver Island to the Cowichan Valley Regional District for consideration for funding for the project on a regional basis.

Motion carried.

**Lisa Storoshenko, Municipal Insurance Association of British
Columbia**

Appointment of Voting Delegates to Annual General Meeting

Moved and seconded:

CS 2014-305

That Council appoint Mayor Hutchins as voting delegate and Councillor Arnett as alternate for the Annual General Meeting of the Municipal Insurance Association of British Columbia to be held on Tuesday, September 23, 2014.

Motion carried.

NEW BUSINESS

**Ratification of E-mail Vote to Support request form Town of
Qualicum Beach to Waive Trolley Rental Policy**

Moved and seconded:

CS 2014-306

That Council waive the trolley rental policy in order to permit the Town of Qualicum Beach to rent the Ladysmith Trolley to provide transportation to Qualicum Beach residents during the Qualicum Beach Train Station Centennial on August 23, 2014, and request staff to ensure that the Town of Qualicum Beach has appropriate liability insurance in place.

Motion carried.

School District 68 Facilities

Moved and seconded:

CS 2014-307

That Council write to the Board of Trustees of School District 68 insisting that grass and playing fields at schools in Ladysmith be maintained to the same standards as other schools throughout School District 68 and that the graffiti on portables be removed immediately, and requesting assurance as to the state of readiness of all Ladysmith schools to accommodate students for September.

Motion carried.

QUESTION PERIOD

Council advised that watering restrictions for high use facilities such as sports fields and parks differ from those in place for residential properties, and requested staff to investigate frequency of watering at Ladysmith Secondary School.

Council stated that staff will be bringing forward a report with recommendations for the use of revenues from Multi-Materials B.C.

Council advised that no policy direction has been given with respect to a time limit of maintenance of memorial benches.

Council advised that staff are looking at the Forward Road area as well as other sites in preparing its report with respect to the provincial Contaminated Sites Registry.

Council advised that it has not yet received the watershed modelling report with respect to the Couverdon boundary expansion application.

Council advised that any revenues budgeted for expenses related to the Couverdon boundary expansion application will be returned to the applicant if the forecast expenses are not incurred.

ADJOURNMENT

CS 2014-308

Moved and seconded:

That this meeting of Council adjourn at 7:55 p.m.

Motion carried.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)