



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, NOVEMBER 3, 2014
Regular Meeting 7:00 p.m.

A G E N D A

CALL TO ORDER

1. AGENDA APPROVAL
2. MINUTES
 - 2.1. Minutes of a Regular Meeting of Council held Monday, October 20, 2014 1 - 4
3. DELEGATIONS – None
4. PROCLAMATIONS – None
5. DEVELOPMENT APPLICATIONS – None
6. BYLAWS – OCP / ZONING – None
7. 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; 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

- 8.1. **Brown Drive Park Safety Issues**5 - 7
- 8.2. **Revenue Anticipation Borrowing Bylaw**8
- 8.3. **Ladysmith Bar Watch Program**9 - 11
- 8.4. **Lease of Parking Lot at 17 and 25 Roberts Street**..... 12 - 13

9. BYLAWS

- 9.1. **Town of Ladysmith Revenue Anticipation Borrowing Bylaw 2014, No. 1869**14
May be read a first, second and third time.

The purpose of Bylaw 1869 is to authorize the Town to borrow up to \$5,200,000 in 2015, to cover expenses incurred prior to receipt of 2015 property taxes.

10. CORRESPONDENCE

- 10.1. **Cliff Fisher, Ladysmith Festival of Lights Request for waiver of trolley rental fee on November 27, 2014 Light-up Celebrations** 15 - 16

Staff Recommendation

That Council consider whether it wishes to waive the seven-hour trolley rental fee for the Ladysmith Festival of Lights Light-up Celebrations on November 20, 2014, in order to permit the Festival of Lights Society to use the trolley to assist in transporting visitors during the events.

Council is advised that the Director of Parks, Recreation and Culture has waived the rental fee for Aggie Hall for the Light-up event, in accordance with Delegation Bylaw 1614.

**10.2. Cathy Gislason, Old English Car Club, Central Island Branch
Letter of Appreciation for Town Support of ‘Brits on the Beach’17**

Staff Recommendation

The Council receive the letter of appreciation for Town support of the annual Brits on the Beach car show from Cathy Gislason of the Old English Car Club, Central Island Branch.

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. ADJOURNMENT



TOWN OF LADYSMITH
MINUTES OF A MEETING OF COUNCIL
MONDAY, OCTOBER 20, 2014
COUNCIL CHAMBERS, CITY HALL
CALL TO ORDER 5:00 P.M.

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Bill Drysdale

Councillor Steve Arnett
Councillor Gord Horth

Councillor Jillian Dashwood
Councillor Duck Paterson

COUNCIL MEMBERS ABSENT:

Councillor Glenda Patterson

STAFF PRESENT:

Ruth Malli
Joanna Winter

Erin Anderson

Clayton Postings

CALL TO ORDER

Mayor Hutchins called this Regular Meeting of Council to order at 5:00 p.m.

CLOSED SESSION

CS 2014-348

Moved and seconded at 5:01 p.m.:

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

- law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation or enforcement of an enactment
- labour relations or other employee relations
- 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

Motion carried.

CALL TO ORDER

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

AGENDA APPROVAL

Mayor Hutchins requested Council's consideration of the following addition to the agenda:

- 12.1 Request for letter of support for proposed Vancouver Island passenger ferry service between Nanaimo and Vancouver.

CS 2014-349

Moved and seconded:

That Council approve the agenda for the Regular Council Meeting of October 20, 2014 as amended.

Motion carried.

MINUTES

CS 2014-350

Moved and seconded:

That the minutes of the Special Meeting of Council held Wednesday, October 1, 2014 be approved.

Motion carried.

CS 2014-351

Moved and seconded:

That the minutes of the Regular Meeting of Council held Monday, October 6, 2014 be approved.

Motion carried.

PROCLAMATIONS

Mayor Hutchins proclaimed the week of October 20th to October 26th, 2014 as "Waste Reduction Week" in the Town of Ladysmith.

REPORTS

Proposed Funding Model for Cowichan Sportsplex

CS 2014-352

Moved and seconded:

That Council conduct a non-binding referendum at the November 2014 Local Government Elections regarding the Cowichan Sportsplex funding model, and direct staff to place the following question on the ballot:

"Are you in favour of the Town of Ladysmith contributing an amount no greater than \$16,700 or an amount equal to the amount that could be raised by a property tax value of 0.01583 per \$1,000 of net taxable value of land and improvements to assist the Chesterfield Sports Society with costs associated with the operation and maintenance of the Cowichan Sportsplex?"

Motion carried.

CORRESPONDENCE

Cheri Mactier

Lighting for Brown Drive Park and Kinsmen Playground

C. Mactier was in attendance and spoke to her correspondence at Council's invitation.

CS 2014-353

Moved and seconded:

That Council refer the correspondence from Cheri Mactier, regarding vandalism at Brown Drive Park and Kinsmen Playground, to the Royal Canadian Mounted Police for investigation and recommendation for resolution of this issue.

AMENDMENT

Moved and seconded:

That resolution CS 2014-353 be amended by adding "and direct staff to report back as soon as possible with recommendations for

CS 2014-354 the process, cost and timelines to complete the installation of lights at Brown Drive Park/Kinsmen Playground.”
Amendment carried.

Motion as amended carried.

**Hon. Lisa Raitt, Minister of Transport
Regulation of Watercraft Speeds in Ladysmith Harbour**

CS 2014-355 *Moved and seconded:*
That Council receive the correspondence from the Honourable Lisa Raitt, federal Minister of Transport, and that the Town submit an application for Vessel Operation Restriction Regulations, in consultation with Stz'uminus First Nation, Ladysmith Maritime Society, Ladysmith Marina and Ladysmith Fishermen's Wharf Association and other harbour users, to address concerns related to speeding watercraft in Ladysmith Harbour.
Motion carried.

NEW BUSINESS

**Mayor John Ruttan, City of Nanaimo
Request for Letter of Support for High-Speed Passenger Ferry Service between Nanaimo and Vancouver**

CS 2014-356 *Moved and seconded:*
That Council provide a letter of support for the proposed high-speed passenger ferry service by Island Ferry Services Ltd. between downtown Nanaimo and downtown Vancouver, as requested by City of Nanaimo Mayor John Ruttan in his correspondence dated October 15, 2014.
Motion carried.

QUESTION PERIOD

Pam Fraser was advised that applications for a Coach House Intensive Residential Development Permit would be subject to the usual development permit process. P. Fraser enquired about a development permit for the size of the deck on the accessory building at 410 Third Avenue and was advised that staff will look into the matter and provide a response.

Marsh Stevens was advised that the timeline for a waterfront plan review process would be provided to Council as soon as possible.

Carol Henderson spoke in support of lighting at Brown Drive Park.

CLOSED MEETING

CS 2014-357 *Moved and seconded at 7:43 p.m.:*
That Council retire into Closed Session following a two-minute recess.
Motion carried.

RISE AND REPORT

Council arose from Closed Session at 8:07 p.m. without report.

ADJOURNMENT

CS 2014-358

Moved and seconded:
That this meeting of Council adjourn at 8:07 p.m.
Motion carried.

CERTIFIED CORRECT:

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)

Subject to Adoption



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Clayton Postings, Director of Parks, Recreation & Culture
Date: October 24, 2014
File No:

Re: **BROWN DRIVE PARK SAFETY ISSUES**

RECOMMENDATION(S):

That Council request the RCMP to complete a "Crime Prevention Through Environmental Design" (CEPTED) or similar report on Brown Drive Park as it relates to lighting in the park as well as other design alterations which could make the park a safer environment and one which is less desirable for after-hours access.

And that Council direct staff to investigate restricting after-hour access to Town parks (for example: 10 p.m. nightly or sunset to sunrise).

PURPOSE:

This report is to outline the possible solutions relating to disturbances at Brown Drive Park.

INTRODUCTION/BACKGROUND:

At the October 20th Council meeting, council considered a letter from a resident regarding ongoing concerns with disturbances occurring in the late evening and early morning hours at Brown Drive Park. Council adopted the following resolution in this regard:

That Council refer the correspondence from Cheri Mactier, regarding vandalism at Brown Drive Park and Kinsmen Playground, to the Royal Canadian Mounted Police for investigation and recommendation for resolution of this issue and direct staff to report back as soon as possible with recommendations for the process, cost and timelines to complete the installation of lights at Brown Drive Park/Kinsmen Playground.

In recent months there have been a number of neighbours of Brown Drive Park who have indicated that individuals are creating a disturbance at the park. Often large groups are congregating in the area after dark and noise, vandalism and other inappropriate behaviors are occurring.

To date the RCMP have responded to calls and dealt with the matter to the best of their ability, yet it seems that a change to the design of the area is required to make this location less desirable for individuals to congregate in after hours.

At this point staff has requested BC Hydro to activate the lights that are in the park, BC Hydro has confirmed there is no cost to activate the lights. The date when the lights will be connected is unknown. Once the lights are connected any changes or possible recommendations from the RCMP report can be made at that time.

Further options to consider include installing a sound deterrent device which has been successful in reducing loitering in other areas of the community. This system can be set up on a timer allowing it to be operational only after hours.

SCOPE OF WORK:

Parks staff will work in conjunction with the RCMP.

The plan would be to have a CEPTED or similar report from the RCMP completed for the park which will assist parks staff in determining the best options.

The CEPTED report develops strategies to make the space safer and relies upon the ability to influence offender decisions specifically by altering the physical design of the environment in which the individuals are congregating in order to deter the unwanted activity. This could include lighting, hedges, and other means of deterring the unwanted activity.

ALTERNATIVES:

1. Activate the lights, monitor the situation and make adjustments as needed in the future.
2. Create a bylaw that restricts access to the park after sunset. It is recommended that this bylaw cover all other similar neighbourhood parks such as Root Street and Harborview Parks.

FINANCIAL IMPLICATIONS:

There is no cost to activate the lights other than the cost of the electricity. The addition of timers and sensors is estimated to be approximately \$2,000.00.

To install a sound device (mosquito system) would cost approximately \$4,000.00

All other expenses can be covered through current operations budgets

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

It is recommended that the neighbours surrounding the park be notified of the planned changes to the park prior to implementing the alterations. Also the neighbours should be provided information relating to how they can provide feedback if issues continue.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

RCMP will be required to be involved with this matter.

RESOURCE IMPLICATIONS:

Currently Parks, Recreation & Culture staff have been managing this project.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

None identified

ALIGNMENT WITH STRATEGIC PRIORITIES:

Strategic Direction F: Safety & Healthy Community

SUMMARY:

Due to ongoing disturbances and vandalism at Brown Street Park, some design changes to the park are proposed in order to create a space that is less desirable for individuals to congregate in the late evening and early morning hours.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

None



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Erin Anderson, Director of Financial Services
Date: October 27, 2014
File No:

Re: Revenue Anticipation Bylaw #1869

RECOMMENDATION(S):

It is recommended that Council receive this staff report regarding borrowing in anticipation of the annual tax levy and proceed with first three readings of the "Revenue Anticipation Borrowing Bylaw No. 1869, 2014" later in the meeting.

PURPOSE:

To obtain approval to borrow, if necessary, up to 75% of the Property Taxes levied in 2014 in the amount of \$5.2 million dollars.

INTRODUCTION/BACKGROUND:

Each year, Council may grant approval to borrow money to meet budgeted financial obligations prior to the property tax levy. Some of these obligations occur prior to the annual property tax levy. This bylaw allows for short-term borrowing up to 75% of the 2014 property tax levy (\$7,022,170).

This borrowing is permitted under Section 177 titled Revenue Anticipation Borrowing of the *Community Charter*. This borrowing differs from regular borrowing as electoral ascent is not required.

FINANCIAL IMPLICATIONS:

If necessary, borrowing is readily accessible to meet financial obligation.

ALIGNMENT WITH STRATEGIC PRIORITIES:

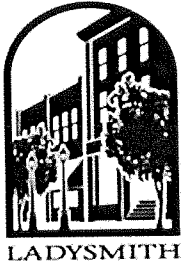
This is consistent with the Town's strategic priority of "Wise Financial Management".

SUMMARY:

Revenue anticipation borrowing bylaws are prepared to ensure adequate cash flow is available, if necessary, prior to the annual property tax levy. It is recommended that Council give first, second and third readings later in the agenda to the bylaw titled "Revenue Anticipation Borrowing Bylaw No. 1869, 2014" in the unlikely event that the Town of Ladysmith does not have sufficient money on hand to meet the lawful expenditures.

I concur with the recommendation.

Ruth Malli, City Manager



Town of Ladysmith

STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: October 24, 2014
File No:

Re: Ladysmith Bar Watch Program

RECOMMENDATION(S):

That Council endorse the Town's participation, in conjunction with the Ladysmith Detachment of the RCMP and local liquor-primary establishments, in the implementation of the Ladysmith Bar Watch Program.

PURPOSE:

The purpose of this staff report is to provide Council with an overview of the Bar Watch Program as recommended by the Ladysmith RCMP.

INTRODUCTION/BACKGROUND:

In the past, Council has expressed an interest in establishing a Bar Watch Program in Ladysmith. Recently, the Ladysmith Detachment of the RCMP has requested that Council consider establishing such a program as soon as possible.

The City of Nanaimo implemented a Bar Watch Program in 2007 to promote the safety and security of patrons utilizing downtown licensed establishments. More specifically, the Program is designed to discourage, and ultimately prevent, patrons from engaging in unlawful and uncivil behaviour that endangers other patrons, staff and police within member establishments. It is modelled after a program initially established in the United Kingdom and subsequently in Vancouver.

Participants in the Program include liquor-primary nightclub establishments that operate and own the program; local police; other municipal departments; and provincial liquor license inspectors.

In the Vancouver program, each participating establishment is required to install a video camera (CCTV) at its entrance, alongside Bar Watch signs. Patrons entering the club are informed by the signs that they are entering an establishment that participates in the Program, which is sponsored by the Vancouver Police Department. Patrons are advised that they are being taped and that such tapes will be submitted to the Vancouver Police Department in response to a subpoena. Patrons are also informed that a strict dress code is in effect, which includes a no-gang-colour policy. The clear message given to patrons



entering a Bar Watch establishment is that unlawful and uncivil behaviour will not be tolerated.

In addition to the CCTV and signs located at the entrance to the participating premises, Bar Watch members alert each other and the police of potential problems. For example, a nightclub that ejects or refuses entry to an individual who has been acting abusively will inform other clubs and the police of the action taken. A description of the person is provided so that all parties are aware of the individual.

Vancouver's Bar Watch Program is governed by a non-profit Bar Watch Society, established under BC's Societies Act. The Society meets monthly and representatives of the Vancouver Police Department, as well as Provincial liquor license inspectors, representatives of the City's Fire Department and other divisions attend the meetings.

Each participating establishment in Vancouver's Bar Watch Program pays annual dues of \$1,000 to cover legal fees, sponsorship commitments and administration fees. In addition participating establishments are required to sign a Bar Watch Agreement, which is similar to the proposed Good Neighbour Agreement. The police and other city departments are not members of Bar Watch, but are active supporters of the Program. The ongoing and active support of all relevant departments, especially the police, is critical to Bar Watch's success.

SCOPE OF WORK:

Upon direction, staff will schedule a meeting with the RCMP to determine next steps in the process. It is anticipated that local liquor-primary establishments will be advised of the Town's initiative and requested to participate.

ALTERNATIVES:

Council could direct staff to discontinue this initiative.

FINANCIAL IMPLICATIONS:

It is unknown at this time the extent of the financial implications associated with the Bar Watch Program. Staff will discuss financial implications with the RCMP and, if deemed appropriate, establish an annual amount to be paid by Program participants to cover legal fees, sponsorship commitments and administration fees as noted above.

LEGAL IMPLICATIONS:

The proposed Good Neighbour Agreement and amendment to the Business License Bylaw have been reviewed by the Town's solicitor. Further consideration of the solicitor's comments is required prior to bringing these documents forward for Council's review.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

The proposed Ladysmith Bar Watch Program will address public safety concerns associated with local liquor-primary establishments and assist with decreasing the occurrence of illegal activity in the Town.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

This initiative will involve Bylaw Enforcement and Corporate Services, as well as the Ladysmith RCMP Detachment. It may also be appropriate to invite input from the Protective Services Committee regarding this program.

RESOURCE IMPLICATIONS:

No additional resources are required at this time.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

This initiative aligns with Sustainability Goal No. 8, Create healthy communities and individuals, and Pillar of Sustainability No. 7, Healthy Community.


ALIGNMENT WITH STRATEGIC PRIORITIES:

This initiative aligns with Strategic Direction F, A Safe and Healthy Community.

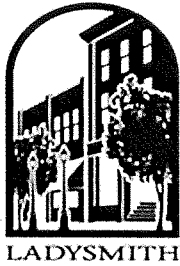
SUMMARY:

Bar Watch is an effective program designed to discourage uncivil and illegal activity in liquor-primary establishments. Through Bar Watch, such establishments are better able to protect the safety and well-being of their patrons, to eliminate or reduce occurrences of unlawful behaviour, and to promote the industry's image in the community. The Vancouver experience demonstrates that a successful Bar Watch Program requires ownership by the establishments themselves combined with the support of the local police and the local government.

I concur with the recommendation.



Ruth Malli, City Manager



Town of Ladysmith
STAFF REPORT

To: Ruth Malli, City Manager
From: Sandy Bowden, Director of Corporate Services
Date: October 28, 2014
File No:

Re: LEASE FOR PARKING LOT AT 17 AND 25 ROBERTS STREET

RECOMMENDATION:

That Council approve the renewal of the lease agreement with land owner Mr. Paul Jorjorian for use of 17 and 25 Roberts Street as a municipal parking lot for a period of three (3) years at a rate of \$575 per month in 2015, \$600 per month in 2016, and \$625 per month in 2017, plus applicable taxes, and that the Mayor and Corporate Officer be authorized to execute the agreement.

PURPOSE:

The purpose of this staff report is to seek Council approval to renew the lease for the public parking lot at 17 and 25 Roberts Street, for a three-year term.

INTRODUCTION/BACKGROUND:

The existing lease agreement with Mr. Paul Jorjorian for use of 17 and 25 Roberts Street as a municipal parking lot is scheduled to expire on December 31, 2014.

The rates proposed by Mr. Jorjorian for a three-year renewal period are as follows:

January 1 – December 31, 2015	\$575 / month plus taxes
January 1 – December 31, 2016	\$600 / month plus taxes
January 1 – December 31, 2017	\$625 / month plus taxes

No additional changes to the agreement are proposed.

The lease rate for 2014 is \$525 per month.

SCOPE OF WORK:

Staff will process the new lease upon authorization by Council.

ALTERNATIVES:

- Council can choose to direct staff to negotiate a different lease rate
- Council can choose to renew the lease for a different term
- Council can choose not to renew the lease for the Roberts Street parking lot.

FINANCIAL IMPLICATIONS:

The new lease rates represent an increase of \$50 per month in the first year, and \$25 per month in each additional year of the lease term.

LEGAL IMPLICATIONS:

N/A

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

By leasing this space, the Town is able to provide free longer-term public parking close to the downtown area. This helps to ensure the spaces on First Avenue are available for patrons of the businesses rather than their staff. Cancelling this amenity could receive negative public reaction.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Corporate Services staff will execute the lease, Financial Services staff will manage the payments and Public Works staff will maintain the parking lot.

RESOURCE IMPLICATIONS

No additional resources are required.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT

N/A

ALIGNMENT WITH STRATEGIC PRIORITIES:

N/A

SUMMARY:

The Town provides a free public parking lot at 17 and 25 Roberts Street. The land is leased from Paul Jorjorian. The lease is due to expire at the end of December 2014. Mr. Jorjorian has proposed lease rates for a new three-year term, and it is recommended that Council approve a three-year lease at the proposed rates.

I concur with the recommendation.



Ruth Malli, City Manager

ATTACHMENTS:

None

TOWN OF LADYSMITH

BYLAW NO. 1869

A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue

WHEREAS the Town of Ladysmith does not have sufficient money on hand to meet the current lawful expenditures of the municipality;

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the municipality provided that the total of the outstanding liabilities does not exceed the sum of:

The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year, the amount of the taxes during the current year for this purpose shall be deemed to be 75% of the taxes levied for all purposes in the immediately preceding year

AND WHEREAS the total amount of liability that Council may incur is five million and two hundred thousand dollars (\$5,200,000);

AND WHEREAS there are no liabilities outstanding under Section 177;

NOW THEREFORE the Council of the Town of Ladysmith, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "Revenue Anticipation Borrowing Bylaw No. 1869, 2014."
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the Town of Ladysmith an amount or amounts not exceeding the sum of four million dollars (\$5,200,000).
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the authorized Signing Officers.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.

READ A FIRST TIME on the day of

READ A SECOND TIME on the day of

READ A THIRD TIME on the day of

ADOPTED on the day of

Mayor
(R. Hutchins)

Director of Corporate Services
(S. Bowden)

Ladysmith



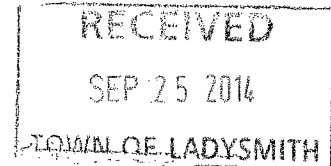
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September 24, 2014

Mayor and Councillors
TOWN OF LADYSMITH
PO Box 220
LADYSMITH, BC V9G 1A2



Dear Mayor Rob and Councillors:

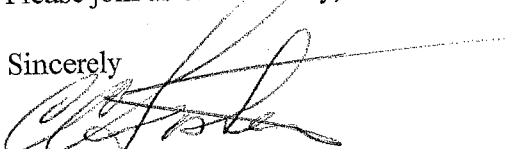
Ladysmith is celebrating the 27th Anniversary of Light-Up on Thursday November 27th, and plans are underway to ensure another exciting and memorable event. Residence, friends, and neighbours will be coming to visit our beautiful seaside community and join in the festivities.

This event continues to depend on the generosity of businesses and individuals throughout this community and beyond. The Ladysmith Festival of Lights Society is requesting the use of the Town Trolley and driver to assist us in transporting visitors from 4th Avenue (Lodge on 4th Bus Stop) to 2nd Avenue and High Street from 3pm to 10 pm.

On behalf of the Members and Directors, thank you for your kind consideration to our request.

Please join us on Thursday, November 27th, in sharing the magic of Ladysmith.

Sincerely



Cliff Fisher
President

Keeping Ladysmith bright!!! Always the last Thursday in November.

We acknowledge the financial support of the Province of British Columbia.

From: Cliff Fisher ·
Sent: October 23, 2014 3:15 PM
To: Sandy Bowden
Cc: FOL Office
Subject: Festival of Lights Letters to council - re: waiver of Aggie Hall rental fee, and use of Trolley

Hi Sandy

The requests to Council & Staff for use of the Trolley for "Light Up" was to request not only the use of it to be used as a shuttle vehicle from the parking areas to the lower access on First Ave., but also was meant to request waiving costs if possible, on both requests. Sorry for the lack of clarity in these requests. Any and all in-kind support recieved from the Town for this great event is greatly recieved. We are also very appreciative of the volunteer hours Staff & Council members provide to make this event happen each year.

Thank you
Cliff Fisher
Ladysmith Festival of Lights



22-Aug-2014

Dear Mayor Hutchins,

On behalf of the Old English Car Club, Central Island Branch, I would like to thank you and your staff for their continued support. Over the years we have received excellent cooperation from; the Ladysmith Town Hall, the Works Yard, Parks, Recreation and Culture, and the Chamber of Commerce, all contributing to make "Brits on the Beach" a successful event every July.

This was our club's 14th annual car show held at Transfer Beach. We have always maintained that this is the very best venue for a car show on Vancouver Island. Our event is now widely known among British car enthusiasts who come from all parts of the Island as well as the Lower Mainland. This year we hosted 260 British car owners and were particularly pleased to welcome the Calgary MG Car Club.

The use of Transfer Beach as a venue is clearly key to our success. You may be aware that there is no charge for the public nor the car drivers to attend the show. We believe that to have such a wonderful park to display our cars and show what Ladysmith has to offer is a great opportunity for the town. By fund-raising through 50/50 draws and the efforts of 40 volunteer club members, we were, once again able to give back to the local community by donating \$ 400.00 to the Ladysmith Food Bank.

For the past few years the show was sponsored by; Little Valley Restorations, Ladysmith and District Credit Union and 49th Parallel Grocery Store. We are also grateful to the Ladysmith Horseshoe club for use of their facilities and the Lions Club for providing on-site catering.

Thank you again and we look forward to holding our major annual event in Ladysmith for the foreseeable future.

Cathy

Cathy Gislason - Chairman

Old English Car Club, Central Island Branch

www.oecc.ca/cib

