



TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF COUNCIL
MONDAY, MARCH 1, 2010 - 7:00 P.M.

LADYSMITH

PRESENT:

Mayor Rob Hutchins
Councillor Jillian Dashwood
Councillor Scott Bastian

Councillor Steve Arnett
Councillor Lori Evans

Councillor Bruce Whittington
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli
Felicity Adams

Sandy Bowden
Joe Friesenhan

Rebecca Kalina

CALL TO ORDER

Mayor Hutchins called the meeting to order 6:06 p.m.

EXECUTIVE SESSION

2010-080

It was moved, seconded and carried that this meeting retire into Executive Session at 6:06 p.m., pursuant to Section 90(1) of the Community Charter to consider the following items:

- 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;
- labour relations or other employee relations;
- 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 harm the interests of the municipality;
- (Late Item) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

The Regular Session of Council began at 7:00 p.m.

AGENDA APPROVAL

The Mayor asked for Council's consideration of the following additions/deletions to the agenda:

- 15.2 – Herold Engineering – Civil Engineering Services
- 15.3 – Rezoning of Town-Owned Lands
- Delete Item 12.4

2010-081

It was moved, seconded and carried that the agenda be adopted as amended.

MINUTES

2010-082

It was moved, seconded and carried that the Council minutes of February 15 and 18, 2010 be adopted as circulated.

DEVELOPMENT/ DEVELOPMENT VARIANCE PERMITS

2010-083

It was moved, seconded and carried that Development Variance Permit 3090-10-01 for Lot 9, Block 47, DL 56, Oyster District, Plan 703A except parcel A (DD1766N) (311 Third Ave.) be approved to vary the permitted height of a dwelling from 9 metres to 9.24 metres; and that the Mayor and Corporate Officer be authorized to sign DVP 3090-10-01.

COUNCIL COMMITTEE REPORTS

Mayor Hutchins informed Council that the Cowichan Valley Regional District (CVRD) Board is in the process of their 2010 budget review. He noted there is interest in increasing the Parkland Acquisition Levy to \$750,000. The Board is suggesting an increase to the budget of \$500,000 for parkland. The other item that will be addressed in the CVRD 2010 Budget is the Cowichan Valley Regional Hospital upgrade/new building fund.

Councillor S. Bastian reported that the Protective Services Committee will meet on Wednesday, March 3, 2010 at the RCMP station.

Councillor J. Dashwood advised that the Liquid Waste Management Plan is moving forward; a draft of the document is being reviewed and will be forwarded to Council in the near future. Councillor Dashwood reported that the Downtown Business Association has requested that a member of Council attend their meetings; Councillor Dashwood volunteered to be the representative from Council.

Councillor S. Arnett stated that the Economic Development

Commission continues to build their relationship with the Stz'uminus First Nation around Economic Development. He reported that the major topic of discussion at the recent Chamber of Commerce meeting was washroom facilities in the downtown core. He informed Council that the Parks, Recreation and Culture Commission meeting had presentations from Sheryll Bell of SeaLegs Kayaks, and representatives of HB Lanarc regarding Spirit Square. Also discussed by the Commission were the plans for the new playground at Brown Drive Park being built by the Kinsmen Club.

Councillor D. Paterson informed Council that the Parks, Recreation and Culture Commission will be forwarding a Plan from the Kinsmen Club for the Brown Drive Park Playground in the near future. The Celebrations Committee will be holding a meeting on Thursday, March 4, 2010 at 7 p.m. in Council Chambers. Council Paterson advised that the Festival of Lights AGM will take place on March 18, 2010. He reported that that Spirit of BC Committee was happy with the turn out and events held at Aggie Hall during the Olympic Games. They will host events for the opening and closing ceremonies for the Paralympic Games.

GOVERNMENT SERVICES COMMITTEE RECOMMENDATIONS

- 2010-084** It was moved, seconded and carried that the Town of Ladysmith sign on to the Cowichan Food Charter.
- 2010-085** It was moved, seconded and carried that the Chamber of Commerce be requested to provide an evaluation of Visitor Information Centre washroom use and provide Council with a recommendation.
- 2010-086** It was moved, seconded and carried that the lighting assessment report dated January 29, 2010 provided by Philips and Wesco be received.
- 2010-087** It was moved, seconded and carried that:
- a) the correspondence dated January 29, 2010 from B. Bennett, Minister of Community and Rural Development, regarding Local Government Elections Task Force be received;
 - b) Staff be directed to coordinate a response from the Town to the Local Government Elections Task Force regarding the topics outlined in the correspondence;
 - c) members of Council send their comments to the Corporate Officer for inclusion in the response by April 14, 2010;
 - d) a draft of the response be presented to the April 19, 2010

Government Services Committee meeting;

e) Staff send the Task Force's request for written comments to the Ladysmith Chamber of Commerce, the Downtown Business Association, advisory commissions/ committees, and any other organization deemed appropriate and request that they send their comments directly to the Task Force and copy the Town; and,

f) Staff be directed to post a link on the Town's website to information on the Task Force's activities and encourage other interested parties to provide comments directly to the Task Force.

2010-088

It was moved, seconded and carried that the letter dated February 8, 2010 from the Ladysmith Community Gardens Society requesting an interim community gardens budget of \$8,010 be referred to staff for review and report to the March 15, 2010 Government Services Committee meeting.

Councillor L. Evans noted that the representatives of the Social Planning Cowichan – Affordable Housing Directorate will be attending a future Council meeting. She reported that the Heritage Revitalization Advisory Commission is working on a heritage brochure and extended an invitation to the Mayor to attend their meeting on Thursday, March 11, 2010 to discuss the Travellers Hotel.

Councillor B. Whittington reminded Council that the Vancouver Island Regional Library Board is conducting a facility review and is requesting feedback. He reported that the Environment Commission continues to work on communicating ways for residents to be more energy efficient.

STAFF REPORTS

COMMUNITY HERITAGE REGISTER UPDATE PROJECT

2010-089

It was moved, seconded and carried that the context statement be approved for the west side of First Avenue and the Statements of Significance for the following five buildings:

- Trading Company (410 First Ave)
- Nicholson Building (436 First Ave)
- Island Hotel (440 First Ave)
- Main Street Building (512 First Ave)
- Small Shop (530 First Ave);

and that these buildings be added to Ladysmith's Community Heritage Register.

CONTRACT AWARD FOR LADYSMITH FIRE HALL NEEDS ASSESSMENT, SPACE PROGRAM AND SCHEMATIC DESIGN

2010-090

It was moved, seconded and carried that the contract for the Ladysmith Fire Hall Needs Assessment, Space Program and Schematic Design project be awarded to Johnston Davidson Architecture + Planning Inc. in the amount of \$17,500 plus disbursements.

CONTRACT AWARD FOR FLOORING AND EXTERIOR GLASS AND ALUMINUM DOORS – LADYSMITH COMMUNITY SERVICES CENTRE AND BOYS AND GIRLS CLUB

2010-091

It was moved, seconded and carried that the contracts for the provision of flooring and exterior glass and aluminum doors for the Ladysmith Community Services Centre and Boys and Girls Club facilities be awarded as follows:

Flooring – Graphic Office in the amount of \$97,229

Exterior Glass and Aluminum Doors – Rutland Glass in the amount of \$265,200

GARBAGE COLLECTION CONTRACT

2010-092

It was moved, seconded and carried that the contract for garbage, recycling and organics collection be awarded to Waste Services Inc. for an additional one year term at the new rates of \$10.95 per month per household for the garbage and recycling; and \$0.95 per month per household for the organics collection.

PROPOSED COMMUNITY GARDEN

2010-093

It was moved, seconded and carried that up to \$5,000 be allocated for the purpose of establishing a Community Garden on a portion of the Town's High Street property between First and Second Avenue and that the Ladysmith Community Gardens Society be authorized to work with the Town of Ladysmith on establishing a Community Garden in this location.

APPLICATION FOR CANADA SUMMER EMPLOYMENT GRANT

2010-094

It was moved, seconded and carried that staff be authorized to make application for a 2010 Canada Summer Jobs grant in the amount of up to \$13,150 and a Celebrate Canada grant application in the amount of up to \$5,050.

ROAD DESIGN STANDARDS

2010-095

It was moved, seconded and carried that the Engineering Design Standards Bylaw be amended to include new road design standards incorporating multi-use pathways.

2010-096

POUND REPORT

It was moved, seconded and carried that the January, 2010 Pound Report from Coastal Animal Control Services of BC Ltd. be received.

CORRESPONDENCE

GARDEN SUITES AND CARRIAGE HOUSES

2010-097

It was moved, seconded and carried that the letter regarding garden suites and carriage houses for rent in Ladysmith be referred to staff for review and recommendation.

LADYSMITH SPORTSMEN'S CLUB – SALMON ENHANCEMENT PROJECT

2010-098

It was moved, seconded and carried that a letter of support be issued to the Ladysmith Sportsmen's Club and further that a donation of the use of Town machinery, an operator and gravel for the Club's Salmon Enhancement Project be authorized.

STRATEGIC BUDGET SESSION

R. Malli, City Manager, reported that a strategic budget session meeting will take place on Monday, March 15, 2010 at 4:00 p.m. in Council Chambers. Future dates for budget meetings will be announced at the March 15th meeting.

NEW BUSINESS

2010-099

It was moved, seconded and carried that as per the Council resolution of December 15, 2003 Herold Engineering Ltd. be retained as the Town's Engineer of record for Civil Engineering services until further notice.

2010-100

It was moved, seconded and carried that staff be requested to bring forward a new zoning scheme and Official Community Plan amendment for Lot 108.

2010-101

It was moved, seconded and carried that staff be directed to undertake the following for Lot 7 and Lot 8, Plan VIP85271 (located at Grouhel and Christie Roads) and that the zoning amendment be referred to the Advisory Planning Commission for review and recommendation:

- a) Prepare bylaws to rezone the lots as 'R-3-A Zone';
- b) Register multi-family design, green space and access guidelines on the land title:
- c) Undertake an appraisal;
- d) Prepare a request for proposals for its marketing; and
- e) Establish a budget of \$40,000 for expenses associated with the land disposition, fund the expenses from the real property Reserve, and direct that the Financial Plan be amended accordingly

UNFINISHED BUSINESS

APPOINTMENT OF A COUNCIL MEMBER TO THE CVRD COMMUNITY SAFETY ADVISORY COMMITTEE (CSAC)

2010-102

It was moved, seconded and carried that Councillor J. Dashwood be appointed as the Council Representative to the CVRD Community Safety Advisory Committee (CSAC); and that Councillor B. Whittington be appointed as the alternate representative on the CSAC for the Town of Ladysmith.

The Regular session of Council recessed for the Executive Session of Council at 7:35 p.m.

RISE AND REPORT

The Executive Session of Council rose without report (9:35 p.m.) on the following matters:

ADJOURNMENT

2010-103

It was moved, seconded and carried that the meeting be adjourned at 9:35 p.m.

CERTIFIED CORRECT

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)