



LADYSMITH

TOWN OF LADYSMITH
MINUTES OF A REGULAR MEETING OF COUNCIL
MONDAY, DECEMBER 6, 2010 - 7:00 P.M.
COUNCIL CHAMBERS, CITY HALL

COUNCIL MEMBERS PRESENT:

Mayor Rob Hutchins
Councillor Lori Evans

Councillor Scott Bastian
Councillor Duck Paterson

Councillor Jillian Dashwood
Councillor Bruce Whittington

COUNCIL MEMBERS ABSENT:

Councillor Steve Arnett

STAFF PRESENT:

Ruth Malli
Erin Anderson

Sandy Bowden
Chris Trumpy

Felicity Adams
Joanna Winter

CALL TO ORDER

Mayor Hutchins called the meeting to order at 6:01 p.m.

EXECUTIVE SESSION

2010-501

It was moved, seconded and carried that this meeting retire into executive session at 7:01 p.m. pursuant to Section 90(1) of the Community Charter, to consider the following items:

- 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
- litigation or potential litigation affecting 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]*

AGENDA APPROVAL

Mayor Hutchins called the regular session of Council to order at 7:01 pm

2010-502

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

MINUTES

- 2010-503** It was moved, seconded and carried that the minutes of the Regular Council Meeting of November 15, 2010, and the Special Council Meeting of November 22, 2010 be adopted as circulated.

BYLAWS (OCP / ZONING)

- 2010-504** **“Green Policy” Proposed Amendments to the OCP and Zoning Bylaw – Protection Riparian Areas (Bylaws 1736 and 1737)**
It was moved, seconded and carried that Council give first and second reading to Bylaw 1736 cited as “Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 34), 2010, No. 1736” and first and second reading to Bylaw 1737 cited as “Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 84), 2010, No. 1737” and that a public hearing be scheduled for Bylaw 1736 and 1737.
- 2010-505** **“Green Policy” Integrating Ladysmith Bicycle Plan Policies into the OCP and Zoning Bylaw (Bylaws 1738 and 1744)**
It was moved, seconded and carried that Council give first and second reading to Bylaw 1738 cited as “Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 35), 2010 No. 1738” and Bylaw 1744 cited as “Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 85), 2010, No. 1744” and that a public hearing be scheduled for Bylaw 1738 and Bylaw 1744.

COUNCIL APPOINTMENTS

- Council Appointments for 2011**
- Deputy Mayor**
Mayor Hutchins appointed Councillor Arnett as Deputy Mayor for December 2010 to May 2011 and Councillor Dashwood as Deputy Mayor for June to November 2011
- 2010-506** **Parcel Tax Review Panel**
It was moved, seconded and carried that Councillors Bastian, Whittington and Arnett be appointed to the Parcel Tax Review Panel.
- 2010-507** **Cowichan Valley Regional District Director**
It was moved, seconded and carried that Mayor Robert Hutchins be appointed as Director to the Cowichan Valley Regional District Board.
- 2010-508** **Cowichan Valley Regional District Alternate Director**
It was moved, seconded and carried that Councillor Duck Paterson be appointed as Alternate Director to the Cowichan Valley Regional

District Board.

2010-509 Vancouver Island Regional Library Board Representative and Alternate Representative

It was moved, seconded and carried that Councillor Bruce Whittington be appointed as Representative to the Vancouver Island Regional Library Board, and that Councillor Lori Evans be appointed as Alternate Representative.

Standing And Community Committee Appointments

Mayor Hutchins announced the following appointments to Council Advisory Commissions:

Advisory Design Panel Council Liaison: Councillor Whittington
Alternate: Councillor Dashwood

Advisory Planning Commission Council Liaison: Councillor Arnett
Alternate: Councillor Bastian

Joint Economic and Environment Commission Council Liaison: Councillor Arnett
Council Liaison: Councillor Whittington
Alternate: Mayor Hutchins

Heritage Revitalization Advisory Commission Council Liaison: Mayor Hutchins
Alternate: Councillor Evans

Liquid Waste Management Committee Council Liaison: Councillor Dashwood
Alternate: Mayor Hutchins

Government Services Committee (Committee of the Whole) Chair: Councillor Arnett
Vice-Chair: Councillor Bastian
Members: All members of Council

Parks, Recreation & Culture Commission Council Liaison: Councillor Bastian
Council Liaison: Councillor Evans
Alternate: Councillor Paterson

Protective Services Committee Chair: Councillor Paterson
Council Liaison: Councillor Evans
Alternate: Mayor Hutchins

Mayor Hutchins announced the following Community Liaison appointments:

Celebrations Committee Council Liaison: Councillor Paterson
Alternate: Councillor Arnett

Chamber of Commerce Council Liaison: Councillor Dashwood
Alternate: Councillor Arnett

**Community Health
Advisory Committee** Council Liaison: Councillor Bastian
Alternate: Councillor Whittington

**Ladysmith Early Years
Partnership** Council Liaison: Councillor Dashwood
Alternate: Councillor Whittington

Festival of Lights Council Liaison: Councillor Paterson
Alternate: Councillor Evans

**Social Planning Cowichan
Affordable Housing
Directorate** Council Liaison: Councillor Evans
Alternate: Councillor Arnett

Youth Advisory Committee Council Liaison: Councillor Bastian
Alternate: Councillor Evans

2010-510 **Bank Signing Authorities**
It was moved, seconded and carried that the following be appointed as bank signing authorities: any member of Council, and one of the City Manager, Director of Financial Services, Director of Corporate Services or the Manager of Accounting.

**DEVELOPMENT
PERMITS/DEVELOPMENT
VARIANCE PERMITS**

2010-511 **Development Permit 3060-10-12 – Home Hardware, 1010 Ludlow Road, Lot 1, District Lot 24, Oyster District, Plan VIP 3837**
It was moved, seconded and carried that Development Permit 3060-10-12 be issued amending Development Permit 3060-07-06 to permit a garden centre greenhouse structure with a 0 metre setback at the side lot line (1010 Ludlow Road – Lot 1, District Lot 24, Oyster District, Plan VIP83837., and that the Mayor and Corporate Officer be authorized to sign the Development Permit.

**COUNCIL COMMITTEE
REPORTS**

2010-512 **Government Services Committee Recommendations**
It was moved, seconded and carried that the waste collection fee be increased from \$13 per household per month to \$14 per household per month, effective January 1, 2011.

2010-513 It was moved, seconded and carried that the correspondence from the Central Vancouver Island Crisis Society be referred to staff to determine if the Ladysmith detachment of the RCMP will be

participating in the RCMP Appreciation Dinner on February 12, 2011, and that the matter be brought back for Council's consideration.

Ladysmith Festival of Lights

2010-514

It was moved, seconded and carried that letters of congratulations be sent to the Ladysmith Festival of Lights and community organizations congratulating them on a job well done.

**STAFF/ADVISORY
COMMITTEE REPORTS**

Climate Action Revenue Incentive Program

2010-515

It was moved, seconded and carried that Council endorse the Climate Action Revenue Incentive Program Report for 2010.

Wood First Policy

2010-516

It was moved, seconded and carried that staff be requested to finalize the Wood First Resolution as presented for adoption by Council at its next regular meeting.

Councillor Evans requested that should Council adopt such a resolution, a policy be developed to indicate a preference to use building products produced in British Columbia.

Secondary Suite Bylaw: Strategy and Process

2010-517

It was moved, seconded and carried that staff be requested to report back to the next meeting of Council with recommendations, including a timeline, as to how a review of a secondary suite policy can be undertaken.

Amendment to Town of Ladysmith Solid Waste Collection Bylaw No. 1588

2010-518

It was moved, seconded and carried that the report from the Director of Financial Services regarding the proposed rate increase for solid waste collection be received.

Revenue Anticipation Bylaw No. 1747

2010-519

It was moved, seconded and carried that the report from the Director of Financial Services regarding the proposed Bylaw to provide for the borrowing of money in anticipation of revenue be received.

Proposed Amendments to Streets and Traffic Bylaw No. 1309 for Graduated Penalties

2010-520

It was moved, seconded and carried that the report from the Director of Corporate Services regarding the proposed amendment to Bylaw No. 1309 to allow offenders up to 30 days to pay a reduced penalty for ticketable offences be received.

2011 Council Meeting Schedule

2010-521

It was moved, seconded and carried that following schedule of regular Council meetings for 2011 be approved and that staff be directed to advertise the following schedule in accordance with section 127 of the *Community Charter*:

January 10	May 2	September 6 (Tues.)
January 17	May 16	September 19
February 7	June 6	October 3
February 21	June 20	October 17
March 7	July 4	November 7
March 21	July 18	November 21
April 4	August 2 (Tues.)	December 5
April 18	August 15	December 19

CORRESPONDENCE

BC Hydro

2010-522

It was moved, seconded and carried that Council accept a grant from the Tree Canada-BC Hydro program for a maximum of \$10,000 for the purchase of trees and shrubs, and that the Mayor and Corporate Officer be authorized to sign the agreement, and that a letter of thanks be sent to BC Hydro.

Council requested that the Bayview Connector Plan be placed on the agenda for an upcoming Government Services Meeting.

Greyhound Canada

2010-523

It was moved, seconded and carried that a representative of Greyhound Canada be invited to speak to Council at the earliest opportunity to discuss possible changes to the daily scheduled bus service between Vancouver and Nanaimo.

Green Municipal Fund

2010-524

It was moved, seconded and carried that the Mayor and Corporate Officer be authorized to sign the agreement with the Green Municipal Fund for up to \$35,750 to support the Town of Ladysmith Community Sustainability Plan, and that the Financial Plan be amended accordingly, and that a letter of thanks be sent to the Federation of Canadian Municipalities.

BYLAWS

Town of Ladysmith Development Cost Charges Parks Appropriation Bylaw 2010, No. 1743

2010-525

It was moved, seconded and carried that Town of Ladysmith Development Cost Charges Parks Appropriation Bylaw 2010, No. 1743 be adopted.

2010-526 **Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1745**
It was moved, seconded and carried that Town of Ladysmith Building and Plumbing Bylaw 1994, No. 1119, Amendment Bylaw 2010, No. 1745 be adopted.

2010-527 **Town of Ladysmith Garbage, Recyclables and Organics Collection Bylaw, 2005, No. 1588, Amendment Bylaw 2010, No. 1746**
It was moved, seconded and carried that Town of Ladysmith Garbage, Recyclables and Organics Collection Bylaw, 2005, No. 1588, Amendment Bylaw 2010, No. 1746 be read a first, second and third time.

2010-528 **Town of Ladysmith Revenue Anticipation Bylaw 2010, No. 1747**
It was moved, seconded and carried that Town of Ladysmith Revenue Anticipation Bylaw 2010, No. 1747 be read a first, second and third time.

2010-529 **Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw 2010, No. 1748**
Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw 2010, No. 1748 be read a first, second and third time.

NEW BUSINESS

Visioning Report Integration

Councillor Evans enquired as to the status of the integration of the Visioning Report and recommendations into the Official Community Plan and other Town policies and bylaws, and was advised that a grant has just been received from the Green Municipal Fund Council to assist with this process, and that a number of bylaws have been adopted to assist with implementation.

UNFINISHED BUSINESS

2010-530 **Ladysmith Saltair Garden Club**
It was moved, seconded and carried Council not reimburse the vehicle insurance deductible for a volunteer of the Saltair Garden Club for damages incurred while volunteering in Queen's Park.

QUESTION PERIOD

In response to questions from R. Johnson the Mayor advised that the Revenue Anticipation Bylaw is a routine matter for all local governments to assist with cash flow if necessary, that the funds from the Parks Appropriation Bylaw will be used for development of the park at District Lot 108, including the fields and associated work such as lighting, fencing and walkways, and that the Lot 108 project is the only Town project funded through the federal stimulus funds to be eligible for an extension, but it is not needed.

EXECUTIVE SESSION

2010-531

It was moved, seconded and carried that the Regular Session of Council recess at 8:20 p.m.

RISE AND REPORT

The Executive Session of Council arose at 9:35 p.m. with no report on the following items:

ADJOURNMENT

2010-532

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

CERTIFIED CORRECT

Mayor (R. Hutchins)

Corporate Officer (S. Bowden)