



LADYSMITH

**TOWN OF LADYSMITH
MINUTES OF A REGULAR MEETING OF COUNCIL
MONDAY, FEBRUARY 21, 2011 - 7:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

COUNCIL MEMBERS PRESENT

Mayor Rob Hutchins
Councillor Jillian Dashwood
Councillor Bruce Whittington

Councillor Steve Arnett
Councillor Lori Evans

Councillor Scott Bastian
Councillor Duck Paterson

STAFF PRESENT

Ruth Malli
Chris Trumpy

Sandy Bowden
Mike Ganderton

Joe Friesenhan
Joanna Winter

CALL TO ORDER

Mayor Hutchins called the meeting to order at 6:15 p.m.

EXECUTIVE SESSION

2011-087

It was moved, seconded and carried that this meeting retire into Executive Session at 6:15 p.m.

AGENDA APPROVAL

Mayor Hutchins called the Regular Session of Council to order at 7:00 p.m.

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

- 13.1 Drinking Water Week (Councillor Arnett)
- 13.2 Columbia Institute Progressive Governance Forum (Councillor Arnett)
- 14.1 Joint Meeting Between Council, Ladysmith Downtown Business Association and Ladysmith Chamber of Commerce (Councillor Dashwood)

2011-088

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

MINUTES

2011-089

It was moved, seconded and carried that the minutes of the Regular Council Meeting of February 7, 2011 be adopted as circulated.

**BYLAWS
(OCP / ZONING)**

Councillor Dashwood declared a potential conflict of interest with the following agenda items and excused herself from the meeting.

Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 28), 2009, No. 1700

2011-090

It was moved, seconded and carried that Ladysmith Official Community Plan Bylaw, 2003, No. 1488, Amendment Bylaw (No. 28), 2009, No. 1700 be adopted.

Town of Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 77), 2009, No. 1701

2011-091

It was moved, seconded and carried that Ladysmith Zoning Bylaw 1995, No. 1160 Amendment Bylaw (No. 77), 2009, No. 1701 be adopted.

Councillor Dashwood returned to the meeting.

PROCLAMATIONS

Mayor Hutchins proclaimed the month of March 2011 as Community Social Services Awareness Month in the Town of Ladysmith

Mayor Hutchins proclaimed May 29, 2011 as the Day of the Honey Bee in the Town of Ladysmith

**STAFF / ADVISORY
COMMITTEE REPORTS**

Development Cost Charge (DCC) Bylaw Review – DCC Rate Option Nine and Affordable Housing Development Cost Charge

2011-092

It was moved and seconded that staff be directed to:

- a) proceed with preparing a new Development Cost Charge Bylaw based on the rates in Option 9, as outlined in the report from the Director of Development Services dated February 16, 2011;
- b) include a review of DCC bylaws for eligible affordable rental housing within the 2011 budget process.

Councillor Whittington requested that the question be divided into two parts.

2011-093

It was moved, seconded and carried that staff be directed to proceed with preparing a new Development Cost Charge Bylaw based on the rates in Option 9, as outlined in the report from the Director of Development Services dated February 16, 2011.

2011-094

It was moved, seconded and carried that staff be directed to include a review of Development Cost Charge Bylaws for eligible affordable rental housing within the 2011 budget process.

- 2011-095** It was moved, seconded and carried that staff be requested to develop a policy based on best practices to provide for a regular review of Development Cost Charges and to report back to Council as soon as possible in this regard.
- 2011-096** **Tender Award – Five Ton Truck**
It was moved, seconded and carried that the tender for the replacement of Unit 58, a 1996 GMC five ton single axle truck, to P & R Truck Centre for a 2011 Freightliner automatic five ton truck, for the tendered price of \$119,103.49 including HST, and that the Financial Plan be amended accordingly.
- 2011-097** **Tender Awards – Town of Ladysmith Annual Tender Awards**
It was moved, seconded and carried that the annual tenders for the provision of various services for 2011 be awarded as follows:
Container Rental and Garbage Disposal – Greater Nanaimo Hauling Co. Ltd.
Asphalt Paving – Hub City Paving
Gravel Supply – Island Aggregate
Lab Testing – M.B. Laboratories Ltd.
Survey and Layout Services – McCallan Construction Survey Ltd.
Septic Services – Coast (VI) Environmental
Chemical Supply – Cleartech
Ready Mix Concrete – Bedrock Redi-Mix Ltd
And that the Financial Plan be amended accordingly.
- 2011-098** **Contract Award – Town of Ladysmith Community Sustainability Implementation Plan**
It was moved, seconded and carried that the contract for the Ladysmith Community Sustainability Implementation Plan be awarded to HB Lanarc Consultants Ltd. in the amount of \$57,823 plus an estimated \$3,600 for disbursements, and project management of five per cent (\$2,891), for a total estimated cost of \$64,314 plus applicable taxes, and that the Financial Plan be amended accordingly.
- 2011-099** **Contract Award – Land Agent Services for Town-Owned Lands**
Councillor Dashwood declared a possible conflict of interest with the matter under discussion and excused herself from the meeting.
- 2011-099** It was moved, seconded and carried that the proposal for Land Agent Services from Capital Asset Group be rejected, and that staff be directed to reissue the request for proposals, and to report back to Council with a recommendation on March 7, 2011.
- 2011-100** **Ladysmith Skatepark Project**
It was moved, seconded and carried that the request from the
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Leadership Vancouver Island group “Board Members” for the Town to contribute up to \$12,100 towards improvements to the Ladysmith Skatepark be approved, and that the funds be allocated from the 2011 Annual Capital Budget of the Parks, Recreation and Culture Department.

2011-101 It was moved, seconded and carried that staff be directed to submit an application for funding through the Municipal Insurance Association Risk Management Insurance Grant Program for up to \$6,649, which is the Town’s current allocation, for safety-related improvements to the Ladysmith Skatepark.

2011-102 **Update on Proposed Hydraulic Energy Recovery Project**
It was moved, seconded and carried that the report from the Director of Public Works and the Manager of Special Projects dated February 21, 2011 regarding the increased costs of the proposed hydraulic energy recovery project be received.

2011-103 **Appointment of Election Officers**
It was moved, seconded and carried that the following election officers be appointed for the upcoming 2011 Local Government Elections:

- Sandy Bowden, Director of Corporate Services – Chief Election Officer
- Joanna Winter, Manager of Administrative Services – Deputy Chief Election Officer

CORRESPONDENCE Councillor Whittington declared a potential conflict of interest with the following item and excused himself from the meeting.

2011-104 **Chris and Beverley Wood - Request to remove breed-specific language from the Dog Licensing, Control and Pound Bylaw**
It was moved and seconded that the correspondence from Chris and Beverley Wood dated January 26, 2011 regarding a request to consider removing breed specific language from the Dog Licensing, Control and Pound Bylaw be referred to a committee to review and report back to Council, and that the committee include members of the committee that previously reviewed this issue, and that Chris Wood and Councillor Evans also be appointed to the committee.

Councillor Whittington returned to the meeting.

BYLAWS

2011-105 **Ladysmith Development Procedures Bylaw 2008, No. 1667, Amendment Bylaw 2011, No. 1750**
It was moved, seconded and carried that Town of Ladysmith Development Procedures Bylaw 2008, No. 1667, Amendment Bylaw 2011, No. 1750 be adopted.

2011-106	Ladysmith Sign and Canopy Bylaw 1995, No. 1176, Amendment Bylaw 2011, No. 1751 It was moved, seconded and carried that Ladysmith Sign and Canopy Bylaw 1995, No. 1176, Amendment Bylaw 2011, No. 1751 be read a first, second and third time.
2011-107	Ladysmith Fees and Charges Bylaw 2008, No. 1644, Amendment Bylaw 2011, No. 1752 It was moved, seconded and carried that Ladysmith Fees and Charges Bylaw 2008, No. 1644, Amendment Bylaw 2011, No. 1752, be read a first, second and third time.
NEW BUSINESS	
2011-108	Drinking Water Week in British Columbia It was moved, seconded and carried that the Week of May 1 to 7, 2011 be proclaimed Drinking Water Week in British Columbia. Columbia Institute Progressive Governance Forum Councillor Arnett encouraged members of Council to attend the Columbia Institute Progressive Governance Forum 2011 on Friday March 25th-and Saturday March 26th at Harrison Hot Springs.
UNFINISHED BUSINESS	Joint Meeting Between Council, Chamber of Commerce and Ladysmith Downtown Business Association Council suggested Monday March 14 or Monday March 28 as dates for a joint meeting between Council, the Ladysmith Chamber of Commerce, and the Ladysmith Downtown Business Association.
QUESTION PERIOD	Matt Peterson, Ladysmith Chronicle, inquired about the Council's direction regarding a review of the Dog Licensing, Control and Pound Bylaw.
EXECUTIVE SESSION	
2011-109	It was moved, seconded and carried that the Regular Session of Council be adjourned at 8:13 p.m. and that the Executive Session be reconvened.
RISE AND REPORT	The Executive Session of Council rose with report on the following items: • Council authorized the clean-up of the property at 531 Fourmeaux Crescent, in accordance with the Community Charter. • The turf field at the playfield development currently known as Lot 108 is to be named after an individual or individuals who have contributed significantly to sports, health and wellness in Ladysmith, and/or to the creation of the complex.

- The new road in the development currently known as Lot 108 is to be named after an individual or individuals who have contributed significantly to sports, health and wellness in Ladysmith and/or to the creation of the complex.
- The names of the two Ball Diamonds, the Club House and the Park Complex at Lot 108 are to be determined through financial contribution from an individual, family organization or business that is part of Ladysmith and area.
- Council requested that the Local Field Users Group Task Force convene and review the resolutions regarding the naming of the facilities at District Lot 108.
- Interviews for advisory commission applicants scheduled to take place on March 7, 2011.
- Ladysmith Community Services Centre Lease Negotiations with Ladysmith Resources Centre Association are in progress.

ADJOURNMENT

2011-110

It was moved, seconded and carried that this meeting of Council be adjourned at 9:56 p.m.

Mayor (R. Hutchins)

CERTIFIED CORRECT

Corporate Officer (S. Bowden)