



TOWN OF LADYSMITH
MINUTES OF A REGULAR MEETING OF COUNCIL
MONDAY, JULY 4, 2016
CALL TO ORDER 4:00 P.M.
COUNCIL CHAMBERS, CITY HALL

COUNCIL MEMBERS PRESENT:

Mayor Aaron Stone
Councillor Joe Friesenhan
Councillor Duck Paterson

Councillor Steve Arnett
Councillor Carol Henderson

Councillor Cal Fradin
Councillor Rob Hutchins

STAFF PRESENT:

Guillermo Ferrero
Erin Anderson

Sandy Bowden
Clayton Postings

Felicity Adams
Joanna Winter

CALL TO ORDER

Mayor Stone called this Meeting of Council to order at 4:00 p.m.

CLOSED SESSION

CS 2016-237

Moved and seconded:

That Council retire into closed session at 4:01 p.m. in order to consider items related to the acquisition, disposition or expropriation of land, in accordance with section 90(1) of the *Community Charter*.

Motion carried.

RISE AND REPORT
AGENDA APPROVAL

Council rose from Closed Session at 6:52 p.m. without report.

CS 2016-238

Moved and seconded:

That Council approve the agenda for this Regular Meeting of Council for July 4, 2016.

Motion carried.

MINUTES

CS 2016-239

Moved and seconded:

That Council approve the minutes of the Special Meeting of Council held June 13, 2016, the Public Hearing and Regular Meeting of Council held June 20, 2016, and the Special Meeting of Council held June 21, 2016.

Motion carried.

DEVELOPMENT
APPLICATIONS

CS 2016-240

Development Variance Permit Application – 428 Davis Road (Millen) – Lot A, District Lot 52, Oyster District Plan EPP61167

Moved and seconded:

That Council issue Development Variance Permit application (3090-16-03) for Lot A, District Lot 52, Oyster District Plan EPP61167 (428 Davis Road – Millen).

Motion carried.

Development Variance Permit Application – 117 Clarke Road

(MacCallum) - Lot 1, District Lot 43, Oyster District Plan 6424

Moved and seconded:

CS 2016-241

That Council refer Development Variance Permit application 3090-16-04 (117 Clarke Road – MacCallum) to staff in order to review the following and report back to Council:

- a) potential implications on future development of adjoining lots if the applicant is not required to widen Clarke Road; and
- b) options for compensation to the Town for removing the requirements on the applicant to construct a sidewalk along Dogwood Drive and to widen Clarke Road.

Motion carried.

Development Variance Permit Application – Oyster Cove Road (Lovely) Strata Lot 37, District Lot 56, Oyster District, Strata Plan 2009

Moved and seconded:

CS 2016-242

That Council direct staff to proceed with statutory notice for Development Variance Permit application 3090-16-05 for Strata Lot 37, District Lot 56, Oyster District, Strata Plan 2009 (Oyster Cove Road – Lovely).

Motion carried.

**Liquor Primary Licence Application – Zack’s Lounge (530 1st Avenue)
RESOLUTION RESCINDED BY CS 2016-253**

Moved and seconded:

CS 2016-243

That Council request staff to clarify the proposed location of the Liquor Primary Licence Application for Zack’s Lounge that has been referred to Council, and bring the application back to a future meeting.

Motion carried.

COMMITTEE REPORTS

CS 2016-244

Moved and seconded:

That Council write a letter of congratulations and appreciation to the Ladysmith Heritage Advisory Commission for their leadership in the Transfer Beach History Pictorial Display celebrating the history and culture of Transfer Beach.

Motion carried.

Municipal Services Committee Recommendations – Meeting of June 13, 2016

Moved and seconded:

CS 2016-245

That Council:

1. Direct staff to incorporate Social Impact language into the Town’s Purchasing Policy for consideration at an upcoming meeting of the Committee.
2. Direct staff to amend the Town’s Grants-in-Aid Policy to change the deadline for submission of a grant report to December 31, with a reminder of the deadline to be sent by staff prior to December 1.
3. Direct staff to amend the Town’s Grants-in-Aid Policy, Item 1, for

2017 to read as follows:

The primary purpose of a grant-in-aid is to provide financial assistance to an organization for a specific project, event or service that benefits the residents of the Town of Ladysmith. The organization should be registered as, or belong to, a parent Society under the laws of British Columbia and/or Canada.

4. Direct staff to develop recommendations for service agreements with the Ladysmith and District Historical Society (Archives and Museum), Ladysmith Resources Centre Association and other agencies who currently receive grants-in-aid for providing a service to the community, and bring the recommendations to the Committee for consideration.
5. Refer consideration of a proposed set budget for grants-in-aid until after the Committee has determined whether to establish Service Agreements instead of grants-in-aid for organizations that provide a service to the community.
6. Direct staff to maintain the current policy with respect to timing of grants-in-aid applications and deliberations for the 2017 budget deliberations.
7. Direct staff to amend the Town's Grants-in-Aid Policy to remove the requirement for audited financial statements/engagement review, and to require that societies submit their Annual General Meeting minutes and agenda, including financial information when applying for a grant-in-aid.
8. Direct staff to maintain the current Grants-in-Aid Policy that allows organizations that receive a Permissive Tax Exemption to also receive grant-in-aid funding.
9. Direct staff to bring an amended Grants-in-Aid Policy for consideration at a future meeting of the Municipal Services Committee.
- 10.a) Direct staff to prepare draft Terms of Reference for an Invasive Species Select Committee in accordance with Section 142 of the Community Charter for the purpose of addressing invasive species in the Town of Ladysmith and present the Terms of Reference for review at a future meeting; and

b) Send a letter of thanks to Steve and April Marrington in recognition of their volunteer leadership during the 2016 Broom Busting initiative in the Town of Ladysmith.

Motion carried.

CORRESPONDENCE

**Lesley Lorenz, Stz'uminus Primary School
Request for Town to Sponsor Yearbook as Fundraiser**

CS 2016-246	MOTION AMENDED <i>Moved and seconded:</i> That the Town provide a sponsorship in the amount of \$100 for the Ladysmith Primary School yearbook.
CS 2016-247	AMENDMENT <i>Moved and seconded:</i> That members of Council donate \$20 each to sponsor the Stz'uminus Primary School yearbook and the Town not provide a sponsorship in the amount of \$100. <i>Amending motion carried.</i> <i>Main motion as amended carried.</i>
CS 2016-248	Property Owners on French Street (between 1st and 2nd Avenues) Request for the Town to complete curbs, paving and parking designation on French Street <i>Moved and seconded:</i> That Council refer the request by property owners on French Street for the Town to consider curbing, paving and parking designation on French Street between 1st and 2nd Avenues to the 2017 to 2021 Financial Plan deliberations. <i>Motion carried.</i>
NEW BUSINESS	Grant-in-Aid Request for Arts on the Avenue Council noted that the 2016 grants-in-aid budget is fully allocated and that the organization will also be receiving funds from the Cowichan Valley Regional District.
CS 2016-249	Town Participation in Cowichan Valley Regional District Recreation Promotion Initiative <i>Moved and seconded:</i> That Council approve participation by the Town of Ladysmith in the Cowichan Valley Regional District regional recreation initiative where residents may exchange an expired monthly bus pass for a one-time swim or fitness centre drop-in at the Frank Jameson Community Centre. <i>Motion carried.</i>
UNFINISHED BUSINESS	Town of Ladysmith 2015 Annual Report and Community Profile
CS 2016-250	<i>Moved and seconded:</i> That Council approve the Town of Ladysmith 2015 Annual Report. <i>Motion carried.</i>
CS 2016-251	Nutsumaat Syaas Grant-in-Aid Request <i>Moved and seconded:</i> That Council provide a Grant-in-Aid of \$5,000 for the Nutsumaat Syaas project at Ladysmith Secondary School, with \$2,800 to be allocated from additional assessment revenue, \$1,200 from the Town's public

relations budget, and \$1,000 from miscellaneous administration funds, and direct staff to amend the Financial Plan accordingly.
Motion carried.

Fire & Rescue Service Level Establishment and Limitations Policy

Moved and seconded:

CS 2016-252

That Council adopt Fire and Rescue Service Level Establishment and Limitations Policy 14-7200-C.

Motion carried.

QUESTION PERIOD

Members of the public enquired about the estimated cost of the water filtration plant and the waste water treatment plant, commission and committee application status, and future possibility for consultation with property owners on French Street before any construction work on paving, curbs and gutters takes place.

**DEVELOPMENT
APPLICATION**

Liquor Primary Licence Application – Zack’s Lounge (530 1st Avenue)

Moved and seconded:

CS 2016-253

That Resolution CS 2016-243, to request staff to clarify the proposed location of the Liquor Primary Licence Application for Zack’s Lounge that has been referred to Council, and bring the application back to a future meeting, be rescinded.

Motion carried.

CS 2016-254

Moved and seconded:

That Council direct staff to:

- a) gather the views of residents and businesses within 60 metres of the subject property by direct mail and request the owner to place the Town’s notice in the window of the building, and
- b) report back to Council regarding the community’s views and the matters in Section 10 of the Liquor Control and Licensing Regulation as outlined in Part 4 – Public Interest of the Application Summary, following completion of the notice process.

Motion carried.

ADJOURNMENT

CS 2016-255

Moved and seconded:

That this meeting of Council adjourn at 8:08 p.m.

Motion carried.

CERTIFIED CORRECT:

Mayor (A. Stone)

Corporate Officer (S. Bowden)