

**MINUTES OF A REGULAR MEETING OF COUNCIL  
MONDAY, SEPTEMBER 18, 2017  
CALL TO ORDER 5:00 P.M.  
COUNCIL CHAMBERS, CITY HALL**

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**COUNCIL MEMBERS PRESENT:**

Mayor Aaron Stone	Councillor Steve Arnett	Councillor Cal Fradin
Councillor Joe Friesenhan	Councillor Carol Henderson	Councillor Rob Hutchins

**COUNCIL MEMBERS ABSENT:**

Councillor Duck Paterson

**STAFF PRESENT:**

Guillermo Ferrero	Felicity Adams	Erin Anderson
Geoff Goodall	Clayton Postings	Joanna Winter
Ian Paydli	Sue Bouma	

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**CALL TO ORDER**

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

**CLOSED SESSION****CS 2017-272***Moved and seconded:*

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session at 5:01 p.m. in order to consider items related to the following:

- Various matters related to section 90(1)(e) -- 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;
- Labour relations or other employee relations – section 90 (1)(c)

*Motion carried.*

**REGULAR MEETING**

Mayor Stone called this regular meeting of Council to order at 7:00 p.m., recognizing the traditional territory of the Stz'uminus First Nation, acknowledging 5,500 years of history and stewardship and expressing gratitude to be here.

## AGENDA APPROVAL

CS 2017-273

*Moved and seconded:*

That Council approve the agenda for this Regular Meeting of Council for September 18, 2017 as amended by the following:

- Remove item 7.1., "Official Community Plan (OCP) and Zoning Amendment Application, Lot A, District Lots 24 and 38, Oyster District, Plan VIP71248 (1130 Rocky Creek Rd)", at the request of the applicant
- Add item 12.2, "Brief report on the Vancouver Island Regional Library budget for 2017-2018"
- Add item 12.3, "Request for Letter of Support for LaFF Gaming Grant Application"
- Correct typos on pages 25 and 26 of the agenda package

*Motion carried.*

## MINUTES

CS 2017-274

*Moved and seconded:*

That Council approve the minutes of the Regular Meeting of Council held August 21, 2017.

*Motion carried.*

## DELEGATION

**Gerry Yellowlees, Ladysmith Air Cadet Leader and Kae Griffin Duke of Edinburgh Award – Air Cadets Bronze Award Certificate**  
Mr. Yellowlees introduced Kae Griffin, recipient of the Duke of Edinburgh award, and invited him to provide a summary of the time investment and accomplishments that led to his award.

Mayor Stone presented the Duke of Edinburgh certificate to Mr. Griffin. Council commended Mr. Griffin for his achievements and thanked him for his work in the community.

## PROCLAMATIONS

### **International Day of Older Persons**

Mayor Stone proclaimed October 1 as International Day of Older Persons and encouraged all citizens to recognize the crucial role played by older Canadians in our community.

### **United Way Month**

Mayor Stone proclaimed the month of October as United Way Month, and encouraged all citizens to remember that it takes every part of the community – individuals, businesses and organizations – to supply the passion, expertise and resources needed to create lasting change to improve lives and build stronger communities.

## REPORTS

### **Subdivision and Development Servicing Bylaw No. 1834, Amendment Bylaw 2017, No. 1932**

*Moved and seconded:*

**CS 2017-275**

That Council proceed with first three readings of "Town of Ladysmith Subdivision and Development Servicing Bylaw 2013, No. 1834, Amendment Bylaw 2017, No. 1932" under the Bylaws section of the agenda, as corrected to increase the compacted thickness of the road paved surface to 75 mm asphalt.

*Motion carried.*

### **Frank Jameson Community Centre Repairs**

*Moved and seconded:*

**CS 2017-276**

That Council authorize:

1. Reallocating unspent Frank Jameson Community Centre dressing room repair and sauna heater funds to fund the water main valve project;
2. Additional funds up to \$39,000 to be funded from Parks, Recreation and Culture Appropriated Equity and Water Reserves for the additional repairs at Frank Jameson Community Centre, and;
3. Staff to amend the Financial Plan.

*Motion carried.*

### **Biosolids Update**

Staff responded to Council's questions regarding the Bio-solids facility budget.

*Moved and seconded:*

**CS 2017-277**

That Council receive the report from the Director of Infrastructure Services providing an update on the budget and actual construction costs to date for the Bio-solids facility.

*Motion carried.*

### **Recommendation from the Municipal Services Committee Meeting held August 14, 2017**

*Moved and seconded:*

**CS 2017-278**

That Council approve the amended purchasing policy, which includes a provision for Social Procurement.

*Motion carried.*

### **Recommendations from the Municipal Services Committee Meeting held Sept 11, 2017**

*Moved and seconded:*

**CS 2017-279**

That Council:

1. Direct staff to:
  - a) Provide a Permissive Tax Exemption to all properties currently on the 2017 Permissive Tax Exemptions Bylaw 2016, No. 1915 with the addition of the property at 314 Buller Street; and
  - b) Not include the fully exempt properties on the water parcel tax or the sewer parcel tax; and
  - c) Prepare the Permissive Tax Exemption Bylaw for 2018.
2. Approve the amended Travel Expense Policy.
3. Direct staff to:
  - a) Prepare a bylaw to amend the Town of Ladysmith Zoning Bylaw 2014, No. 1860 as follows:
    - In the Single Dwelling Residential – Holland Creek Area (R-1-HCA) zone:
      - i. amend the permitted parcel coverage from 33% to 35% for parcels 560 m<sup>2</sup> or less in size; and
      - ii. remove the finished floor area maximum.
    - In the Single Dwelling Residential – Small Lot B Zone (R-1-B) remove the maximum finished floor area requirement.
  - b) Refer the proposed zoning amendments to the Advisory Planning Commission for review.
4. Not support the Festival of Lights proposal for a light-up decoration on the Ladysmith 'Heritage by the Sea' gateway sign in Bob Stuart Park as the Ministry of Transportation and Infrastructure is concerned about safety and driver distraction at the intersection.
5. Direct staff to use the following terms of reference to guide the upcoming review of the Town of Ladysmith Commission and Committee Structure:
  - Analysis of best practices from other local governments
  - Discussions with Council and community members about the value of committee involvement
  - A review of current committees and commissions, their mandates and membership, the ongoing relevance and/or contribution of existing commissions/committees
  - Means of recruiting community members
  - A review of gaps or opportunities for community involvement (both through formal commissions/committees, Council liaison appointments, and/or other means)

6. Direct staff to develop recommendations for public awareness strategies and other measures to discourage illegal dumping of garbage.

*Motion carried.*

**Recommendations from the Heritage Revitalization Advisory Commission Meeting Held May 25, 2017**

*Moved and seconded:*

**CS 2017-280**

That Council approach the Archdiocese about retaining any of the stained glass windows not being utilized from St. John's Anglican Church, especially those with local significance, and in the event that the building is demolished, that Council seek the retention of the steeple and bell.

*Motion carried.*

**Recommendations from the Heritage Revitalization Advisory Commission Meeting Held July 19, 2017**

*Moved and seconded:*

**CS 2017-281**

That Council refer the following recommendation from the Heritage Revitalization Advisory Commission to the Waterfront Area Plan Leadership Committee for review and comment:

"That Council support the exploration by the Heritage Revitalization Advisory Commission and Ladysmith and District Historical Society into heritage protection for the historical Machine Shop building, the surrounding buildings and site."

*Motion carried.*

**BYLAWS**

**Town of Ladysmith Subdivision and Development Servicing Bylaw 2013, No. 1834, Amendment Bylaw 2017, No. 1932**

*Moved and seconded:*

**CS 2017-282**

That Council proceed with first, second and third readings of Town of Ladysmith Subdivision and Development Servicing Bylaw 2013, No. 1834, Amendment Bylaw 2017, No. 1932.

*Motion carried.*

**Town of Ladysmith 2018 Permissive Tax Exemptions Bylaw 2017, No. 1935**

*Moved and seconded:*

**CS 2017-283**

That Council proceed with first, second and third readings of Town of Ladysmith 2018 Permissive Tax Exemption Bylaw 2017, No. 1935.

*Motion carried.*

## **NEW BUSINESS**

**CS 2017-284**

### **MIABC Voting Delegation**

*Moved and seconded:*

That Council appoint Mayor Stone as the voting delegate and Councillors Friesenhan and Arnett as alternate voting delegates to attend the 30<sup>th</sup> Annual General Meeting of the Municipal Insurance Association of BC's (MIABC's) Subscribers on Tuesday, September 26<sup>th</sup> during the Union of British Columbia Municipalities Convention.

*Motion carried.*

### **Vancouver Island Regional Library 2017-2018 Budget**

Councillor Arnett provided an overview of the 2017-2018 Vancouver Island Regional Library budget, summarizing highlights from 2016 and noting future directions. He also encouraged council to continue to work closely with the Library Board in order to ensure that construction of a new library in Ladysmith remains a priority.

**CS 2017-285**

### **Request for Letter of Support for Ladysmith Family and Friends Gaming Grant Application**

*Moved and seconded:*

That Council provide a letter for Ladysmith Family and Friends in support of the organization's application for gaming funds for the Family Resource Program.

*Motion carried.*

## **QUESTION PERIOD**

Members of the public provided background information and suggestions regarding the stained glass windows at the former St. John's Anglican church, the Machine Shop complex, and boulevard multi-use trail benefits, and enquired about street parking in relation to Bylaw 1932.

## **CLOSED SESSION**

**CS 2017-286**

*Moved and seconded:*

That this meeting of Council recess at 8:02 p.m., and that it reconvene in closed session.

*Motion carried.*

## **RISE AND REPORT**

Council rose at 9:10 p.m. without report.

## ADJOURNMENT

CS 2017-287

*Moved and seconded:*

That this Meeting of Council adjourn at 9:12 p.m.

*Motion carried.*

CERTIFIED CORRECT:

A handwritten signature in blue ink, appearing to read "J. Winter", written over a horizontal line.

Corporate Officer (J. Winter)

A handwritten signature in blue ink, appearing to read "A. Stone", written over a horizontal line.

Mayor (A. Stone)

