

**MINUTES OF A REGULAR MEETING OF COUNCIL
MONDAY, DECEMBER 4, 2017
CALL TO ORDER 5:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

COUNCIL MEMBERS PRESENT:

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

STAFF PRESENT:

Guillermo Ferrero	Felicity Adams	Erin Anderson
Geoff Goodall	Clayton Postings	Sue Bouma

CALL TO ORDER

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

**CLOSED SESSION
CS 2017-370**

Moved and seconded:

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session at 5:02 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

Motion carried.

**REGULAR
MEETING**

Mayor Stone called this regular meeting of Council to order at 5:30 p.m., recognizing the traditional territory of the Stz'uminus First Nation and the Coast Salish people, acknowledging 5,500 years of history and stewardship and expressing gratitude to be here.

**AGENDA
APPROVAL
CS 2017-371**

Moved and seconded:

That Council approve the agenda for this Regular Meeting of Council for December 4, 2017 as amended by the following:

- Add item 13.2., Adoption of "Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw #9, 2017, No. 1938"
- Add item 15.1., Brief Discussion regarding Development Cost Charges

Motion carried.

RISE AND REPORT

Council rose from Closed Session at 5:06 p.m. without report

MINUTES

CS 2017-372

Moved and seconded:

That Council approve the minutes of the Special Meeting of Council held November 27, 2017.

Motion carried.

DELEGATION

Mark Skelton

Update on Community Living BC Community Council

Mark Skelton made a presentation to Council about the Central Island BC Community Living Council and its mandate to create awareness and understanding regarding people of diverse abilities. He outlined the Community Council's objectives to promote inclusive employment and education, to co-host information and to partner to educate, thereby developing communities where people with developmental disabilities have more choices. Mr. Skelton also mentioned that the Central Island Community Council is looking for more members from Ladysmith.

Council thanked Mr. Skelton for his presentation and noted that the Town would use social media to promote membership for the Central Island Community Council.

PROCLAMATION

A Day for Our Common Future

Mayor Stone proclaimed December 11, 2017 as "A Day for Our Common Future" in the Town of Ladysmith, in recognition of the role residents, businesses, governments and communities play in furthering global goals for sustainable development.

Mayor Stone expressed his condolences regarding the recent loss of Laurie Gourlay, the champion behind the proclamation and the issue of sustainability.

DEVELOPMENT APPLICATIONS

CS 2017-373

Development Variance Permit 3090-17-04, 1010 Ludlow (Home Hardware)

Lot 1, District Lot 24, Oyster District, Plan VIP83837

Moved and seconded:

That Council:

1. Issue Development Variance Permit 3090-17-04 to vary the minimum front parcel line setback to 0 metres and to vary the minimum side parcel line setback to 1.6 metres for the siting of a greenhouse at Lot 1, District Lot 24, Oyster District, Plan VIP83837 (1010 Ludlow Road), subject to written confirmation from a professional engineer, at the time of building permit application,

that the greenhouse building design and construction will not negatively impact the sanitary sewer main, until such time as the Town can relocate the pipe;

2. Authorize the Mayor and Corporate Officer to sign the Development Variance Permit; and
3. Authorize the removal of permits ET16369, ET115602, ET115603 and EX85016 from the certificate of title for Lot 1, District Lot 24, Oyster District, Plan VIP83837 (1010 Ludlow Road) as they are no longer relevant to the property.

Motion carried.

APPOINTMENTS

Mayor Stone made the following appointments for Deputy Mayor in 2018:

- Councillor Duck Paterson, December 1, 2017 to May 31, 2018
- Councillor Rob Hutchins, June 1, 2018 to end of term, 2018

Parcel Tax Review Panel

Moved and seconded:

CS 2017-374

That the following members be appointed to the 2018 Parcel Tax Review Panel:

Councillor Steve Arnett, Councillor Duck Paterson, Councillor Rob Hutchins

Motion carried.

Cowichan Valley Regional District Director

Moved and seconded:

CS 2017-375

That Mayor Stone be appointed as Director to the Cowichan Valley Regional District Board.

Motion carried.

Cowichan Valley Regional District Alternate Director

Moved and seconded:

CS 2017-376

That Councillor Steve Arnett be appointed as Alternate Director to the Cowichan Valley Regional District Board for the period December 1, 2017 to May 31, 2018.

Motion carried.

Moved and seconded:

CS 2017-377

That Councillor Duck Paterson be appointed as Alternate Director to the Cowichan Valley Regional District Board for the period June 1, 2018 to end of term, 2018.

Motion carried.

Vancouver Island Regional Library Board Director

Moved and seconded:

CS 2017-378

That Councillor Steve Arnett be appointed as Town of Ladysmith Director to the Vancouver Island Regional Library Board.

Motion carried.

Vancouver Island Regional Library Board Alternate Director

Moved and seconded:

CS 2017-379

That Councillor Carol Henderson be appointed as Alternate Director to the Vancouver Island Regional Library Board.

Motion carried.

Community Safety Advisory Commission (Cowichan Valley Regional District)

Moved and seconded:

CS 2017-380

That Councillor Cal Fradin be appointed as representative of the Town of Ladysmith on the Cowichan Valley Regional District Community Safety Advisory Commission.

Motion carried.

Community Safety Advisory Commission (Cowichan Valley Regional District)

Moved and seconded:

CS 2017-381

That Councillor Carol Henderson be appointed as alternate representative of the Town of Ladysmith on the Cowichan Valley Regional District Community Safety Advisory Commission.

Motion carried.

Additional Appointments

Mayor Stone made the following appointments to Council Advisory Commissions and Committees:

Municipal Services Committee (Committee of the Whole)

Chair: Councillor Rob Hutchins

Vice Chair: Councillor Joe Friesenhan

Members: All members of Council

Advisory Planning Commission

Council Liaison: Councillor Steve Arnett

Alternate: Councillor Joe Friesenhan

Advisory Design Panel

Council Liaison: Councillor Duck Paterson

Alternate: Councillor Cal Fradin

Heritage Revitalization Advisory Commission
Council Liaison: Councillor Rob Hutchins
Alternate: Councillor Duck Paterson

Protective Services Committee
Chair: Councillor Cal Fradin
Council Liaison: Councillor Duck Paterson
Alternate: Councillor Joe Friesenhan

Parks, Recreation and Culture Advisory Committee
Council Liaison: Councillor Duck Paterson
Alternate: Councillor Steve Arnett

Invasive Species Advisory Committee
Council Liaison: Councillor Carol Henderson
Alternate: Councillor Cal Fradin

Liquid Waste Management Committee
Council Liaison: Councillor Joe Friesenhan
Council Liaison: Councillor Cal Fradin
Council Liaison: Councillor Steve Arnett

Stocking Lake Advisory Committee
Chair: Mayor Aaron Stone
Council Liaison: Councillor Steve Arnett

Mayor Stone made the following liaison appointments to community organizations:

Celebrations Committee
Council Liaison: Councillor Cal Fradin
Alternate: Councillor Steve Arnett

Ladysmith Festival of Lights
Council Liaison: Councillor Joe Friesenhan
Alternate: Councillor Duck Paterson

Ladysmith Chamber of Commerce
Council Liaison: Mayor Aaron Stone
Alternate: Councillor Duck Paterson

Ladysmith Downtown Business Association
Council Liaison: Councillor Joe Friesenhan
Alternate: Councillor Cal Fradin

Ladysmith Interagency Committee
Council Liaison: Councillor Carol Henderson
Alternate: Councillor Cal Fradin

Ladysmith Early Years Partnership
Council Liaison: Councillor Carol Henderson
Alternate: Councillor Joe Friesenhan

Social Planning Cowichan Affordable Housing Directorate
Council Liaison: Councillor Carol Henderson
Alternate: Councillor Cal Fradin

Ladysmith Community Justice Program
Council Liaison: Councillor Carol Henderson

2018 BUDGET WORKSHOP

The Director of Financial Services reviewed the information discussed at the previous budget workshop on November 27, 2017, and outlined the agenda for the current workshop, including higher level service request decisions and an introduction to the 2018 Capital Plan.

CS 2017-382

Moved and seconded:

That Council include in the 2018-2022 Financial Plan funds for the Waterfront Area Plan implementation which includes contracted services, consulting fees and an additional temporary exempt position to project manage the approved Waterfront Area Plan project with the funding to come from Real Property Reserves and Surplus.

Motion carried.

OPPOSED: Councillor Fradin, Councillor Friesenhan and Councillor Henderson

CS 2017-383

Moved and seconded:

That Council include new funding for additional software and electronic devices for electronic agendas in the 2018 – 2022 Financial Plan.

AMENDMENT

CS 2017-384

Moved and seconded:

That resolution CS 2017-383 be amended to read as follows:

That Council include new funding for additional software and electronic devices for electronic agendas in the 2018 – 2022 Financial Plan, designating the purchase of electronic devices for the future 2018 Council.

Amendment carried.

Motion as amended carried.

Moved and seconded:

CS 2017-385

That Council refer the issue of new funding for an additional position of Development Services Technician in the 2018-2022 Financial Plan to a future budget workshop

Motion carried.

OPPOSED: Councillor Arnett

Moved and seconded:

CS 2017-386

That Council include new funding in the amount of \$3,000 to run the Swim to Survive program at the Frank Jameson Community Centre in 2018.

Motion carried.

Moved and seconded:

CS 2017-387

That Council include funds for an additional 540 hours for a Temporary Building Inspector for the year 2018 in the 2018-2022 Financial Plan.

Motion carried.

Moved and seconded:

CS 2017-388

That Council include funds for 400 additional hours per year of Bylaw Service in the 2018-2022 Financial Plan.

Motion carried.

Moved and seconded:

CS 2017-389

That Council:

1. Approve the 2018 Water Operating Budget as presented.
2. Direct staff to prepare the amendment to the Waterworks Bylaw #1298 to include a five per cent increase to each rate.

Motion carried.

Moved and seconded:

CS 2017-390

That Council refer to a future budget workshop the value of water connection fees.

Motion carried.

Moved and seconded:

CS 2017-391

That Council:

1. Approve the 2018 Sewer Operating Budget as presented
2. Direct staff to prepare the amendment to the Sanitary Sewer Rates Bylaw #1299 to reflect a ten percent increase to each rate.

Motion carried.

Moved and seconded:

CS 2017-392

That Council refer to a future budget workshop the issues of preparing amendments to the Sewer Connection Bylaw #1988 to:

1. Reflect the change in the sewer connection to be “at cost”
2. Reflect the change in the storm connection fee to be “at cost”.

Motion carried.

The Director of Financial Services introduced the 2018 Capital Plan for future discussions.

Members of the public enquired about the funding of the waterfront area plan and the level of reserves.

COMMITTEE REPORTS

Recommendations from the Municipal Services Committee

Moved and seconded:

CS 2017-393

That Council direct staff to prepare a Town of Ladysmith Smoking Regulation Bylaw.

Motion carried.

Recommendations from the Heritage Revitalization Advisory Commission

Moved and seconded:

CS 2017-394

That Council direct staff to mail heritage conservation, revitalization tax incentive programs and development permit information to downtown property owners, and consider providing this information annually.

Motion carried.

Moved and seconded:

CS 2017-395

That Council direct staff to investigate options for establishing an annual Heritage Award to recognize outstanding contributions to heritage in Ladysmith, and report back to Council.

Motion carried.

Moved and seconded:

CS 2017-396

That a copy of the City of Victoria’s bylaw regarding financial support for heritage buildings be provided for discussion at the next HRAC meeting.

Motion carried.

Councillor Hutchins shared the recent testing results of the Waste Water Treatment Plant as exceeding requirements.

REPORTS

Coach Houses Outside of the Downtown Area

Moved and seconded:

That Council:

CS 2017-397

1. Pursuant to s.475 of the Local Government Act, direct early and ongoing consultation for the consideration of extending Development Permit Area 10 "Coach House Intensive Residential" to new areas where a coach house is permitted.
2. Direct that the project to allow coach houses outside of the Downtown area focus on properties in the R-1 Zone, as well as form and character considerations.
3. Confirm that this project will be included in the 2018-2022 Financial Plan, if Council wishes to pursue this project.

Motion carried.

BC Hydro Tree Grant Application

Moved and seconded:

CS 2017-398

That Council direct staff to apply to the BC Hydro Community ReGreening Program for a grant of \$7,000.00 to replace existing street trees in the community as deemed appropriate by staff.

Motion carried.

BYLAWS

Town of Ladysmith Building Fire Sprinkler System Bylaw 2017, No. 1940

Moved and seconded:

CS 2017-399

That Council adopt Bylaw 1940, cited as "Town of Ladysmith Building Fire Sprinkler System Bylaw 2017, No. 1940".

Motion carried.

Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw #9, 2017, No. 1938

Moved and seconded:

CS 2017-400

That Council adopt Bylaw 1938, cited as "Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw #9, 2017, No. 1938."

Motion carried.

NEW BUSINESS

Councillor Arnett discussed Development Cost Charges information he received on a recent trip. He noted that other municipalities provide information to developers. Staff confirmed that the first quarter of 2018 includes next steps for a development community discussion.

QUESTION PERIOD

Members of the public enquired about the results of the backyard hen decision and a future project to install bollards on 1st Avenue.

ADJOURNMENT

CS 2017-401

Moved and seconded:
That this regular meeting of Council adjourn at 7:08 p.m.
Motion carried.

CERTIFIED CORRECT:

Mayor (A. Stone)

Deputy Corporate Officer (E. Anderson)