



## MINUTES OF A REGULAR MEETING OF COUNCIL

Monday, March 18, 2019

7:00 P.M.

Council Chambers, City Hall

### **Council Members Present:**

Mayor Aaron Stone  
Councillor Duck Paterson  
Councillor Amanda Jacobson  
Councillor Rob Johnson

Councillor Tricia McKay  
Councillor Marsh Stevens  
Councillor Jeff Virtanen

### **Staff Present:**

Felicity Adams  
Erin Anderson  
Geoff Goodall  
Mike Gregory

Clayton Postings  
Joanna Winter  
Sue Bouma

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### **1. CALL TO ORDER**

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

### **2. CLOSED SESSION**

#### **CS 2019-086**

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:

- Committee Applications -- Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality - section 90 (1)(a)

*Motion Carried*

**3. REGULAR MEETING (7:00 P.M.)**

Mayor Stone called this Meeting of Council to order at 7:00 p.m., recognizing the traditional territory of the Stz'uminus First Nation.

**4. AGENDA APPROVAL**

**CS 2019-087**

That Council approve the agenda for this Regular Meeting of Council for March 18, 2019 as amended to include the following changes in order:

- Move items 10.1, "Development Cost Charge (DCC) Review", 10.3, "Public Art Strategy" and 10.4, "Machine Shop Space Allocation" before item 8.4, "Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No. 22) 2018, No. 1985".

*Motion Carried*

**5. RISE AND REPORT- Items from Closed Session**

Council rose from closed session at 5:32 p.m. with report on the following:

**Resolution CE 2019-029**

That Council reappoint the following existing members of the Town Parks, Recreation & Culture Advisory Committee for a one-year term ending June 30, 2020 (three positions available):

- Gord Horth
- Tara Pollock
- Tim Richards

**Resolution CE 2019-030**

That a sub-committee of Council schedule interviews with the applicants to the Town Parks, Recreation & Culture Advisory Committee for a two-year term ending June 30, 2021 (two positions available), after the sub-committee approves interview questions and process.

**Resolution CE 2019-031**

That Council appoint the following three members to the Council sub-committee responsible for interviewing the applicants to the Town Parks, Recreation & Culture Advisory Committee:

- Councillor McKay

- Councillor Stevens
- Councillor Paterson

## **6. MINUTES**

### **6.1 Minutes of the Regular Meeting of Council held March 4, 2019**

#### **CS 2019-088**

That Council approve the minutes of the Regular Meeting of Council held March 4, 2019.

*Motion Carried*

### **6.2 Minutes of the Special Meeting of Council held March 11, 2019**

#### **CS 2019-089**

That Council approve the minutes of the Special Meeting of Council held March 11, 2019.

*Motion Carried*

## **7. DELEGATIONS**

### **7.1 Judy Stafford, Cowichan Green Community**

Ms. Stafford presented a video of the Cowichan Green Community's continuing efforts to promote environmental sustainability and improve food security for the region in 2018, highlighting the organization's involvement in food education, food and seed production, food recovery and food distribution.

Ms. Stafford responded to Council's questions. Council praised the Cowichan Green Community for their hard work and dedication and thanked Ms. Stafford for her inspiring presentation.

## **8. BYLAWS - OFFICIAL COMMUNITY PLANNING AND ZONING I**

Councillor Stevens declared a conflict of interest with the following agenda items due to the possibility of bias as a past board member of the Ladysmith Resources Centre Association and excused himself from the meeting.

**8.1 Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 55) 2018, No. 1982**

**CS 2019-090**

That Council adopt "Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw (No. 55) 2018, No. 1982".

*Motion Carried*

**8.2 Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No. 21) 2018, No. 1983**

**CS 2019-091**

That Council adopt "Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No.21) 2018, No.1983".

*Motion Carried*

**8.3 Housing Agreement Bylaw 2018, No. 1984**

**CS 2019-092**

That Council adopt "Housing Agreement Bylaw 2018, No. 1984".

*Motion Carried*

Councillor Stevens returned to the meeting.

**9. REPORTS I**

**9.1 Development Cost Charge (DCC) Review**

**CS 2019-093**

That Council:

1. Receive the feedback from the DCC Review Open House.
2. Direct staff to prepare a new DCC Bylaw with the rates outlined in the Staff Report dated March 18, 2019 from the Director of Infrastructure Services.

*Motion Carried*

## **9.2 Public Art Strategy**

### **2019-094**

1. That Council receive the Public Art Strategy and recommendations from the Parks, Recreation and Culture Advisory Committee and Town Staff.
2. That the recommendations from the Public Art Strategy be included in the 2019 Council Strategic Planning Discussions and referred back to staff to develop the work plan.

*Motion Carried*

OPPOSED: Councillor Paterson

## **9.3 Machine Shop Space Allocation**

### **CS 2019-095**

That Council direct staff to:

1. Finalize negotiations for space allocation with tenants of the Machine Shop, based on Machine Shop Layout Option 2 as presented and allow staff to make minor modifications to address structural and logistical matters;
2. Prepare draft lease agreements for all spaces within the Machine Shop and outer buildings and present to Council for consideration; and
3. Prepare, issue and assess a call for industrial use proposals for the west portion of the building and return to Council with recommendations based on best practice and market viability.

*Motion Carried*

OPPOSED: Councillor Johnson

## **10. BYLAWS - OFFICIAL COMMUNITY PLANNING AND ZONING II**

### **10.1 Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No.22) 2018, No. 1985**

#### **CS 2019-096**

That Council adopt "Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No.22) 2018, No. 1985".

*Motion Carried*

## 11. COMMITTEE REPORTS

### 11.1 Municipal Services Committee Recommendations

Councillor Paterson declared a conflict of interest with the portion of the Grant-in-Aid recommendations related to the Ladysmith Show and Shine organization and recused himself from that portion of the discussion.

#### CS 2019-097

That Council:

1. Approve the following list of 2019 Grants-in-Aid :

Ladysmith & District Historical Society	\$ 7,000.00
Ladysmith Citizens on Patrol	\$ 1,500.00
Ladysmith Fire Rescue - Santa Parade	\$ 1,200.00
Old English Car Club Central Island Branch	\$ 250.00
Ladysmith Golf Club Society	\$ 5,000.00
Ladysmith Festival Of Lights	\$ 10,000.00
Ladysmith and District Marine Rescue Society	\$ 2,500.00
Ladysmith Ambassador Program	\$ 1,000.00
Ecoforestry Institute Society	\$ 0.00
LDBA (Grand Christmas)	\$ 0.00
LDBA (Old Time Christmas)	\$ 1,500.00
Art Council of Ladysmith and District- Arts on the Avenue	\$ 500.00
Art Council of Ladysmith and District Waterfront Gallery	\$ 1,000.00
Art Council of Ladysmith and District - Fine Art Show 2020	\$ 0.00

Cowichan Family Life Association	\$ 0.00
Cowichan Family Caregivers Support Society	\$ 750.00
St Philips Church - Open Table	\$ 500.00
Ladysmith Maritime Society	\$ 1,500.00
Ladysmith Community Gardens Society	\$ 650.00
Ladysmith Little Theater	\$ 2,000.00
Ladysmith Celebrations Society	\$ 8,000.00
Ladysmith Family and Friends Society	\$ 2,500.00
LSS - Frank Jameson Bursary	\$ 1,500.00
Stz'uminus First Nation Aboriginal Day	\$ 2,500.00
Waiving of Fees	\$ 4,000.00

*Motion Carried*

#### **CS 2019-098**

That Council approve the following 2019 Grant-in-Aid:

Ladysmith Show and Shine \$1,000.00

*Motion Carried*

Councillor Paterson returned to the meeting.

#### **CS 2019-099**

That Council:

1. Direct staff to amend the Grants-in-Aid Policy's deadline to apply for funding requests from February 28 to December 31st of each year.
2. Limit the number of Grants-in-Aid applications received to one (1) per organization.

*Motion Carried*

## **12. REPORTS II**

### **12.1 Community-Driven Capital Project Policy**

#### **CS 2019-100**

That Council refer the Community-Driven Capital Project Policy to the Parks, Recreation and Culture Advisory Committee and request that the Committee provide Council with comments and feedback.

*Motion Carried*

### **12.2 Watermain Replacement, Colonia to Public Works**

#### **CS 2019-101**

That Council:

1. Adopt the alternate route as presented in the Koers & Associates Engineering Ltd. report dated March 19, 2019 for the replacement of the watermain located along the Holland Creek Trail between Colonia and Public Works.
2. Direct Staff to have Koers & Associates Engineering Ltd. complete the design for adjusted Phase 1 as outlined in the staff report and proceed to tender.

*Motion Carried*

## **13. BYLAWS**

### **13.1 Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw #6, 2019, No. 1993**

#### **CS 2019-102**

That Council adopt "Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw #6, 2019, No. 1993".

*Motion Carried*

### **13.2 Town of Ladysmith Waterworks Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2019, No. 1996**

#### **CS 2019-103**

That Council adopt "Town of Ladysmith Waterworks Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2019, No. 1996".

*Motion Carried*



**13.3 Town of Ladysmith Sanitary Sewer Rate Bylaw 1999, No. 1299, Amendment Bylaw 2019, No. 1997**

**CS 2019-104**

That Council adopt "Town of Ladysmith Sanitary Sewer Rate Bylaw 1999, No. 1299, Amendment Bylaw 2019, No. 1997".

*Motion Carried*

**13.4 Town of Ladysmith Sewer Connection Bylaw, 1966 No. 411, Amendment Bylaw #4, 2019, No. 2002**

**CS 2019-105**

That Council adopt "Town of Ladysmith Sewer Connection Bylaw, 1966 No. 411, Amendment Bylaw #4, 2019, No. 2002".

*Motion Carried*

**13.5 Ticket Utilization Bylaw 2002, No. 1457, Amendment Bylaw 2019, No. 2003**

**CS 2019-106**

That Council adopt "Ticket Utilization Bylaw 2002, No. 1457, Amendment Bylaw 2019, No. 2003".

*Motion Carried*

**13.6 Commission Repeal Bylaws**

**CS 2019-107**

That Council:

1. Give first, second and third readings to Town of Ladysmith Heritage Revitalization Advisory Commission Repeal Bylaw 2019, No. 2005;
2. Give first, second and third readings to Town of Ladysmith Economic Development Commission Repeal Bylaw 2019, No. 2006; and
3. Give first, second and third readings to Town of Ladysmith Environment Commission Repeal Bylaw 2019, No. 2007

*Motion Carried*

## **14. CORRESPONDENCE**

### **14.1 Cheryl Fenner: Request to Reverse Late Fee for October to December 2018 Utilities Bill**

#### **CS 2019-108**

That Council deny the request to waive penalties for 226 Dogwood Drive in the October to December 2018 Utility Bill.

*Motion Carried*

### **14.2 Request for Letter of Support Regarding a Memorandum of Understanding with Vancouver Island University to Help Construct a Trail Around Lot 108**

#### **CS 2019-109**

That Council support in principle the application by the Lot 108 Trail Community Committee to the Vancouver Island University sponsorship program for trail building assistance, and provide a letter confirming its support if appropriate.

*Motion Carried*

## **15. UNFINISHED BUSINESS**

### **15.1 Freighters in Ladysmith Harbour**

#### **CS 2019-110**

That Council write a follow-up letter to the federal Minister of Transport reiterating concerns with the lack of consultation with local residents and requesting an update on the interim protocol for use of southern BC anchorages which permits multiple freighters to anchor in and near Ladysmith Harbour.

*Motion Carried*

OPPOSED: Councillor Paterson

### **15.2 Meeting with the Board of School Trustees, School District 68 (Councillor Jacobson)**

#### **CS 2019-111**

That Council:

1. Request a formal joint meeting with the Board of Trustees of School District 68, to be held in Ladysmith by the end of April 30, 2019; and
2. Direct Mayor Stone and Councillor Jacobson to work with School District representatives to develop the agenda for the meeting.

*Motion Carried*

**16. QUESTION PERIOD**

A member of the public enquired about the possibility of establishing a Historical Strategy similar to the Public Arts Strategy, and the role of the Ladysmith and District Historical Society in managing the Town's assets. Another member of the public enquired about the possibility of the Town exploring Emergency Response initiatives with the Ministry.

**17. ADJOURNMENT**

**CS 2019-112**

That this Regular Meeting of Council adjourn at 8:49 p.m.

*Motion Carried*



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Mayor (A. Stone)



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Corporate Officer (J. Winter)

