



**MINUTES OF A REGULAR MEETING OF COUNCIL**

**Monday, September 16, 2019  
7:00 P.M.  
Council Chambers, City Hall**

**Council Members Present:**

Mayor Aaron Stone	Councillor Tricia McKay
Councillor Duck Paterson	Councillor Marsh Stevens
Councillor Rob Johnson	Councillor Jeff Virtanen

**Council Members Absent:**

Councillor Amanda Jacobson

**Staff Present:**

Guillermo Ferrero	Joanna Winter
Erin Anderson	Mike Gregory
Jake Belobaba	Sue Bouma
Geoff Goodall	
Clayton Postings	

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**1. CALL TO ORDER (6:00 p.m.)**

Mayor Stone called this meeting to order at 6:00 p.m. in order to retire immediately into closed session.

**2. CLOSED SESSION**

**CS 2019-293**

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session at 6:01 p.m. in order to consider items related to the following:

- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose - section 90(1)(i)

*Motion Carried*

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

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

**4. AGENDA APPROVAL**

**CS 2019-294**

That Council approve the agenda for this Regular Meeting of Council for September 16, 2019.

*Motion Carried*

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

Council rose from Closed Session at 6:51 p.m. without report.

**6. MINUTES**

**6.1 Minutes of the Regular Meeting of Council held August 19, 2019**

**CS 2019-295**

That Council approve the minutes of the Regular Meeting of Council held August 19, 2019.

*Motion Carried*

**6.2 Minutes of the Special Meeting of Council held September 9, 2019**

**CS 2019-296**

That Council approve the minutes of the Special Meeting of Council held September 9, 2019.

*Motion Carried*

**7. DELEGATIONS**

**7.1 Quentin Goodbody, Ladysmith Historical Society**

Quentin Goodbody, acting president of the Ladysmith and District Historical Society, made a presentation to Council regarding the vision, mission and activities of the society, as well as the management and financing of the Ladysmith Museum and Archives. He requested that the Town develop a Heritage Strategic Plan to enable effective protection and use of the Town's heritage.

Mr. Goodbody responded to Council's questions. Council thanked Mr. Goodbody and the Ladysmith and District Historical Society for the presentation.

**8. DEVELOPMENT APPLICATIONS**

**8.1 Development Permit Application – 20 Gatacre Street**

**CS 2019-297**

That Council:

1. Issue Development Permit 3060-19-13 for the form and character of building improvements at 20 Gatacre Street; and
2. Authorize the Mayor and Corporate Officer to sign the Development Permit.
3. Direct staff to remove Development Permit 3060-07-10 (FB177889) from the Certificate of Title as this permit is no longer relevant for the property.

*Motion Carried*

**9. COMMITTEE REPORTS**

**9.1 Recommendations from the Municipal Services Committee Meeting Held September 9, 2019**

**CS 2019-298**

That Council:

1. Direct staff to report back to Council on options for presenters and costs for hosting grant writing workshops this fall for local non-profit organizations.
2. Direct staff to prepare the necessary bylaw amendments to allow the retail sale of cannabis in a specified area of commercially zoned properties generally described as 1<sup>st</sup> Avenue and Esplanade between Ludlow and Baden-Powell Streets, as well as at Coronation Square.
3. Direct staff to include in the bylaw amendment to allow the retail sale of cannabis in a specified area of properties zoned light industrial in the area generally described as Ludlow Road and Rocky Creek Road.
4. Appoint Councillor Stevens to serve on the Regional Housing Service Community Advisory Committee.

*Motion Carried*

**10. REPORTS**

**10.1 Licence of Occupation Request – G. Carey – Holland Creek**

**CS 2019-299**

That Council:

1. Authorize the Town to issue a Licence of Occupation to allow a Holland Creek welcome sign to be located near the intersection of Dogwood Drive and Rollie Rose Drive, on the Town owned property legally described as Lot 1, Block 192, District Lot 103, Oyster District, Plan EPP67741; and that the Licence of Occupation be for a period of 15 years (with the option of renewal) subject to the following conditions:
  - a. That the Licensee:
  - b. Be responsible to maintain and repair the sign as needed;
  - c. Provide proof of liability insurance;
  - d. That all costs and legal fees associated with the sign and Licence of Occupation be paid by the Licensee;
  - e. Obtain all required permits to install the sign;And that the Mayor and Corporate Officer be authorized to sign the Licence of Occupation.
2. Direct staff to report back to Council with policy guidelines regarding requests for encroachment agreements and licence of occupations on Town owned land such that future requests can be reviewed and issued by staff.

*Motion Carried*

OPPOSED: Councillor Johnson

## **11. BYLAWS**

### **11.1 PERMISSIVE TAX EXEMPTION BYLAW FOR 2020**

#### **CS 2019-300**

That Council give first, second and third readings to the bylaw titled "2020 Permissive Tax Exemptions Bylaw 2019, No. 2017".

*Motion Carried*

## **12. CORRESPONDENCE**

### **12.1 Alex Cook, Festival of Lights: Request to Waive the Trolley and Driver Fees for Light Up**

Staff responded to Council's questions regarding the longevity of the trolley. Staff confirmed that this would be the final year of its availability.

Councillor Paterson noted that the Festival of Lights already received Grant in Aid funding as well as labour assistance from the Town. He

recommended that Council save grant funds for use of the trolley for other less well-funded groups.

**CS 2019-301**

That Council direct staff to waive the fees for the use of the Town Trolley and driver from 3:00 p.m. to 10:00 p.m. on Thursday, November 28, 2019 for Light-Up, as requested by the Ladysmith Festival of Lights in their correspondence dated August 19, 2019, subject to driver availability, with funds to come from the Grant in Aid budget.

*Motion Carried*

OPPOSED: Councillors Paterson and Johnson

**12.2 United Way: Request to Enter into a Memorandum of Understanding regarding the "Reaching Home" Program**

**CS 2019-302**

That Council approve entering into a Memorandum of Understanding with United Way Central and Northern Vancouver Island (UWCNVI) to support a federal funding application through the "Reaching Home" Program, with the goal of reducing homelessness in the Cowichan region.

*Motion Carried*

**13. NEW BUSINESS**

**13.1 Installation of an Additional Five Bollards on 1st Avenue**

**CS 2019-303**

That, in order to protect public safety and to realize cost efficiencies while installation work is underway, Council:

1. Approve the purchase and installation of an additional five bollards on 1<sup>st</sup> Avenue between Gatacre Street and High Street, at a cost of up to \$15,000, with the funds to come from Appropriated Equity; and
2. Amend the 2019 to 2022 Financial Plan accordingly.

*Motion Carried*

**13.2 Rescheduling of October 8th Council Meeting**

**CS 2019-304**

That, in recognition of the change in the Ladysmith arrival date of the Cops for Cancer Tour de Rock, Council reschedule the Tuesday, October 8th Council meeting to Monday, October 7th.

*Motion Carried*

**14. QUESTION PERIOD**

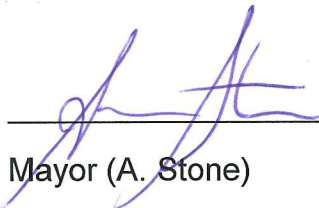
A member of the public enquired about the Town's plans for moving from Stage 3 Water Restrictions to Stage 2.

**15. ADJOURNMENT**

**CS 2019-305**

That this Regular Meeting of Council adjourn at 8:05 p.m.

*Motion Carried*



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Mayor (A. Stone)



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Corporate Officer (J. Winter)