



MINUTES OF A REGULAR MEETING OF COUNCIL

Monday, October 21, 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:

Guillermo Ferrero
Erin Anderson
Jake Belobaba
Geoff Goodall
Clayton Postings

Joanna Winter
Mike Gregory
Sue Bouma

1. CALL TO ORDER

Mayor Stone called this meeting of Council to order at 5:34 p.m. in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2019-323

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

- Strategic Planning - section 90(1)(i)
- Security of the Property of the Municipality - section 90(1)(d)

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 First Nation.

4. AGENDA APPROVAL

CS 2019-324

That Council approve the agenda for this Regular Meeting of Council for October 21, 2019 as amended to include the following item:

- Item 11.1., "Ladysmith Resources Centre Association: Request for Letter of Support for an Application for Funding under the 2020-2021 Reaching Home Program"

Motion Carried

5. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 6:10 p.m. with report on the following resolution:

- CE 2019-112
That Council approve the 2020-2023 Strategic Plan and refer it to the November 4th Regular Meeting of Council for adoption.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held October 7, 2019

CS 2019-325

That Council approve the minutes of the Regular Meeting of Council held October 7, 2019.

Motion Carried

Councillor Stevens declared a conflict of interest with the next agenda item and excused himself from the meeting.

7. DEVELOPMENT APPLICATIONS

7.1 OCP and Zoning Bylaw Amendment Application 19-08: R. Alsop, 204 Dogwood Drive

CS 2019-326

That Council:

1. Receive the summary letter from the applicant for the neighbourhood information meeting held by the applicant on October 7, 2019 regarding the proposed development at 204 Dogwood Drive.

2. Consider the application to amend:
 - a. the Official Community Plan (OCP):
 - i. by adding the Commercial Development Permit Area (DPA 3) to the property at 204 Dogwood Drive; and
 - ii. by adding a guideline to DPA 3 to allow for minor variances to the Zoning Bylaw landscaping regulations; and
 - b. the Zoning Bylaw by rezoning the properties at 204 Dogwood Drive to allow Neighbourhood Pub as a site-specific permitted use within the existing Local Commercial (C-1) zone.
3. Having given consideration to s.475 of the Local Government Act (consultation during OCP development), direct staff to:
 - a. Refer the OCP amendment application 3360-19-08 to the Stz'uminus First Nation, pursuant to the Town's Memorandum of Understanding; and
 - b. Refer application 3360-19-08 to the Community Planning Advisory Committee.
4. Direct that staff:
 - a. Work with the applicant regarding a community amenity contribution and/or land use matters and report back to Council;
 - b. Commence the preparation of an OCP amendment bylaw and a Zoning amendment bylaw for the proposed development at 204 Dogwood Drive.

Motion Carried

Councillor Stevens returned to the meeting.

7.2 Development Permit 19-14: L. Wilson and J. Dyck, 326 Roberts Street

CS 2019-327

That Council:

1. Issue Development Permit 3060-19-14 to permit the issuance of a building permit for the construction of a two storey coach house on Lot 10, Block 73, District Lot 56, Oyster District, Plan 703A (326 Roberts Street).

2. Authorize the Mayor and Corporate Officer to sign Development Permit 3060-19-14.

Motion Carried

8. REPORTS

8.1 2020 Financial Plan (Budget) Discussions

CS 2019-328

That Council approve the following schedule to deliberate the 2020-2024 Financial Plan:

- November 4th – Preliminary Operating Budget
- November 18th - Water & Sewer Utility Introduction
- November 25th (Special Meeting) - Finalize Water & Sewer, Introduce Capital Budgets
- December 2nd – Continuation of General Operating Budget discussion, introduction of Water And Sewer Rate bylaws, continuation of General Capital Projects discussion
- December 16th – Adoption of Water And Sewer Rate bylaws, early budget approval of Capital Projects.

Motion Carried

8.2 Renewal of Managed Information Technology Services Agreement with the District of North Cowichan

CS 2019-329

That Council authorize staff to renew the Managed Information Technology Services Agreement with the District of North Cowichan for the provision of Information Technology support services for the term November 1, 2019 to June 30, 2021, with an option of automatic renewal for 3 consecutive 1 year terms.

Motion Carried

8.3 Forrest Field Facility Maintenance

CS 2019-330

That Council:

1. Direct staff to allocate \$30,000 from the Rotary Boat Launch Float project to complete the recommended synthetic turf field reconditioning and purchase two 23' soccer goal/nets; and
2. Amend the 2019-2023 financial plan accordingly.

Motion Carried

8.4 Schedule of Council and Committee of the Whole Meetings

CS 2019-331

That Council change the schedule of Regular Council meetings to the first and third Tuesday of each month at 7:00 p.m.

Motion Carried

OPPOSED: Councillors Jacobson, Paterson and Virtanen

CS 2019-332

That Council change the name of the Municipal Services Committee to Committee of the Whole.

Motion Carried

CS 2019-333

That Council establish that Council will meet as Committee of the Whole on the second Tuesday of every second month.

Motion Carried

OPPOSED: Councillor Johnson

CS 2019-334

That Council confirm that the role of the Committee of the Whole is to give preliminary consideration to proposed policies, services and/or other matters and make recommendations to Council.

Motion Carried

CS 2019-335

That Council direct staff to draft amendments to Council Procedure Bylaw No. 1666 to reflect the proposed changes to the Council meeting schedule and Committee of the Whole name, role and meeting schedule.

Motion Carried

8.5 Volunteer and Composite Fire Departments Equipment and Training – UBCM

CS 2019-336

That Council:

1. Direct staff to submit a funding application to UBCM's Community Emergency Preparedness Fund requesting \$25,000 for the training of six new Fire Department volunteer paid on-call recruits; and
2. Confirm the willingness to provide overall grant management.

Motion Carried

8.6 Solid Waste Collection Contract Award

CS 2019-337

That Council:

1. Direct staff to negotiate a five-year contract for Residential Curbside Waste Collection Services with Waste Connections of Canada, to commence January 1, 2020, based upon the RFP response provided September 4, 2019.
2. Continue the annual Large Item Collection as part of the contract services.
3. Continue with Add-a-Day collection scheduling as currently utilized in the collection contract.
4. Direct staff to hire two student ambassadors for a period of 13 weeks (summer) at a total cost of \$25,236.

Motion Carried

CS 2019-338

That Council direct staff to investigate opportunities to work with School District 68 regarding raising awareness on solid waste and contamination.

Motion Carried

8.7 Giovando Way Paving Request

CS 2019-339

That Council:

1. Direct staff to partner with the developer of 1240 4th Avenue for the construction of approximately 50m of road between the end of the existing road at the west side of Rocky Creek and the boundary of 1240 4th Avenue; .
2. Direct that the Town's portion of the works is limited to paving consisting of 50 mm of asphalt at a width of 7 metres;
3. Direct staff to fund the \$17,000 for the project from the infrastructure reserve; and
4. Amend the 2019 to 2023 Financial Plan accordingly.

Motion Carried

8.8 Locust Tree Removal

CS 2019-340

That Council:

1. Direct staff to remove all locust trees located within the Town's boulevards including removal of stumps at a cost of \$25,730 and replace them with dwarf ornamental pear trees;
2. Confirm that funding for this project be allocated with \$17,330 to come from prior year surplus and the remainder to be absorbed in the parks operations budget; and
3. Amend the 2019-2023 Financial Plan accordingly.

Motion Carried

OPPOSED: Councillor Johnson

9. BYLAWS

9.1 Town of Ladysmith Revitalization Exemption - Economic Revitalization Bylaw 2012, No. 1807, Amendment Bylaw 2019, No. 2016

CS 2019-341

That Council adopt "Town of Ladysmith Revitalization Exemption - Economic Revitalization Bylaw 2012, No. 1807, Amendment Bylaw 2019, No. 2016".

Motion Carried

9.2 2020 Permissive Tax Exemption Bylaw 2019, No. 2017

CS 2019-342

That Council adopt "2020 Permissive Tax Exemption Bylaw 2019, No. 2017".

Motion Carried

10. CORRESPONDENCE

10.1 Lacey McRae Williams, Thoughtful Place Design: Sponsorship Request for Artist Prizes for Temporary Art and Light Installation for the 49th Parallel Grocery Window Displays

CS 2019-343

That Council not approve the sponsorship request from Lacey McRae Williams and Peter Richmond to provide \$1000 in artist prizes for a temporary art and light installation, as it does not meet the Grant-in-Aid policy.

Motion Carried

11. NEW BUSINESS

11.1 Letter of Support for the Ladysmith Resources Centre Association Funding Application for the Reaching Home Grant

CS 2019-344

That Council direct staff to provide a letter of support for the Ladysmith Resources Centre Association regarding their application for funding under the 2020-2021 Reaching Home program.

Motion Carried

12. UNFINISHED BUSINESS

12.1 Council Self-Assessment

CS 2019-345

That Council:

1. Direct staff to draft a policy to guide the practice of effectiveness assessment at both the Council and individual member levels, to include:

- a) Council group evaluations will occur once a year, in the fall, to be reviewed by Council as a group
 - b) The goals and objectives resulting from the group effectiveness assessment review will be revisited at the next annual evaluation
 - c) Individual Council member evaluations will occur twice a year, in the fall and spring, and will be discussed as a group
 - d) The goals and objectives resulting from the individual effectiveness assessments are the responsibility of individual Councillors
2. Amend the Council Effectiveness document to incorporate the following:
- a) Add a Meeting Assessment to ensure Council is maximizing its effectiveness and time management without losing the integrity of the process
 - b) Add a goal setting framework
 - c) Change or add questions from time to time

Motion Carried

Motion as amended by CS 2019-346 carried.

Amending Motion

CS 2019-346

That Council amend item 1. c) of resolution CS 2019-345 to read as follows:

- c) Individual Council member evaluations will occur twice a year, in the summer and winter, and will be discussed as a group.

Motion Carried

13. QUESTION PERIOD

There were no questions from the public.

14. ADJOURNMENT

CS 2019-347

That Council adjourn this Regular Meeting of Council at 8:27 p.m.

Motion Carried

Mayor (A. Stone)

Corporate Officer (J. Winter)