



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, November 3, 2020

6:30 P.M.

This meeting was held electronically as per Ministerial Order No. M192

Council Members Present:

Mayor Aaron Stone
Councillor Amanda Jacobson
Councillor Rob Johnson
Councillor Tricia McKay

Councillor Duck Paterson
Councillor Marsh Stevens
Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Jake Belobaba
Geoff Goodall

Donna Smith
Mike Gregory
Chris Geiger
Sue Bouma

1. CALL TO ORDER

Mayor Stone called this Regular Meeting of Council to order at 6:30 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2020-312

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:

- personal information about an identifiable individual being considered for a position as an officer, employee or agent of the municipality - section 90(1)(a)
- 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 - section 90(1)(e)
- the receipt of legal advice - section 90(1)(i)
- negotiations and related discussions respecting the proposed provision of a municipal service - section 90(1)(k)

Motion Carried

3. OPEN MEETING (7:00 P.M.)

Mayor Stone called this Regular Meeting of Council to order at 7:00 p.m., recognizing that it was taking place on the traditional territory of the Stz'uminus People.

4. AGENDA APPROVAL

CS 2020-313

That Council approve the agenda for this Regular Meeting of Council for November 3, 2020.

Motion Carried

5. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 6:55 p.m. with report on the following item:

- **CE 2020-147**

That Council, pursuant to requirements under the *Land Title Act*:

1. Rescind the appointment of Geoff Goodall as Approving Officer and appoint Jake Belobaba as Approving Officer;
2. Appoint Geoff Goodall as Deputy Approving Officer;
3. Confirm that Ryan Bouma will continue as a Deputy Approving Officer; and,
4. Rise and report on all appointments.

The following item from the Closed Meeting of Council held October 20, 2020 was reported:

- **CE 2020-142**

1. That Council direct the Mayor and Corporate Officer to execute the Partnership Agreement with the Boys & Girls Clubs of Central Vancouver Island for the provision of child care services for a fifteen-year period from October, 2020 until September, 2035;
2. Direct staff to give notice of the Town's intent to enter into an agreement with the Boys & Girls Clubs of Central Vancouver Island in accordance with the Community Charter; and
3. Rise and report on this item once the agreement has been signed by both parties.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held October 20, 2020

CS 2020-314

That Council approve the minutes of the Regular Meeting of Council held October 20, 2020.

Motion Carried

7. PROCLAMATIONS

7.1 Louis Riel Day

Mayor Stone proclaimed November 16, 2020 as Louis Riel Day in the Town of Ladysmith, recognizing the enormous contribution Louis Riel made to the development of this country and commemorating the 135th anniversary of his death.

8. ANNUAL APPOINTMENTS

8.1 Deputy Mayor

Mayor Stone made the following appointments for Deputy Mayor:

- November 4, 2020 to April 30, 2021 Councillor Amanda Jacobson
- May 1, 2021 to October 31, 2021 Councillor Rob Johnson

8.2 Parcel Tax Review Panel

Mayor Stone appointed the following members to the 2021 Parcel Tax Review Panel:

- Councillor Duck Paterson
- Councillor Rob Johnson
- Councillor Amanda Jacobson

8.3 Cowichan Valley Regional District Director

CS 2020-315

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

Motion Carried

8.4 Cowichan Valley Regional District Alternate Director

CS 2020-316

That Councillor Duck Paterson be appointed as Alternate Director to the Cowichan Valley Regional District Board.

Motion Carried

8.5 Vancouver Island Regional Library Board Director

CS 2020-317

That Councillor Jeff Virtanen be appointed as Director to the Vancouver Island Regional Library Board.

Motion Carried

8.6 Vancouver Island Regional Library Board Alternate Director

CS 2020-318

That Councillor Amanda Jacobson be appointed as Alternate Director to the Vancouver Island Regional Library Board.

Motion Carried

8.7 Standing and Community Committee Representatives

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

Committee of the Whole

Chair: Councillor Tricia McKay

Vice Chair: Councillor Rob Johnson

Members: All members of Council

Waterfront Implementation Committee

Representative: Mayor Aaron Stone

Representative: Councillor Tricia McKay

Representative: Councillor Marsh Stevens

Community Planning Advisory Committee

Council Liaison: Councillor Tricia McKay

Alternate: Councillor Amanda Jacobson

Protective Services

Chair: Councillor Duck Paterson

Alternate: Councillor Marsh Stevens

Parks Recreation and Culture Advisory Committee

Council Liaison: Councillor Duck Paterson

Alternate: Councillor Rob Johnson

Liquid Waste Management Plan

Council Liaison: Councillor Rob Johnson

Council Liaison: Councillor Amanda Jacobson

Council Liaison: Councillor Marsh Stevens

Youth Advisory

Council Liaison: Councillor Marsh Stevens

Alternate: Councillor Amanda Jacobson

Stocking Lake Advisory Committee

Chair: Mayor Aaron Stone

Council Liaison: Councillor Rob Johnson

Celebrations Committee (Ladysmith Days)

Council Liaison: Councillor Jeff Virtanen

Alternate: Councillor Duck Paterson

Festival of Lights

Council Liaison: Councillor Marsh Stevens

Alternate: Councillor Rob Johnson

Chamber of Commerce

Council Liaison: Mayor Aaron Stone

Alternate: Councillor Tricia McKay

Ladysmith Downtown Business Association

Council Liaison: Councillor Duck Paterson

Alternate: Councillor Rob Johnson

Social Planning Cowichan

Council Liaison: Mayor Aaron Stone

Alternate: Councillor Marsh Stevens

Ladysmith Community Justice Program

Council Liaison: Councillor Amanda Jacobson

9. 2021 BUDGET WORKSHOP - PRELIMINARY OPERATING BUDGET

9.1 2021-2025 Preliminary Financial Plan Discussions

CS 2020-319

That Council receive for information the report dated November 3, 2020 regarding the 2021-2025 Preliminary Financial Plan Discussions.

Motion Carried

9.2 Presentation and Council Discussion

Staff gave a presentation outlining the draft 2021 Operational Budget, and responded to questions from Council. Council identified their concerns regarding the ongoing COVID-19 pandemic and requested a conservative 2021 budget.

9.3 Public Input and Questions

Council recessed at 7:28 p.m. to allow the public to submit questions regarding the preliminary operating budget discussion. Council resumed the meeting at 7:36 p.m. There were no questions submitted by the public.

10. COMMITTEE MINUTES

10.1 October 27, 2020 Special Committee of the Whole Recommendations

CS 2020-320

That Council adopt the following resolution related to the Official Community Plan Development report presented at the Special Committee of the Whole Meeting held October 27, 2020:

- Resolution CW 2020-048

That Council endorse a comprehensive review of the existing Official Community Plan using previously completed plans, growth projections and background materials as a foundation with a project budget of \$200,000, excluding legal and incidentals, and an estimated timeline of 18-21 months.

Motion Carried

CS 2020-321

That Council adopt the following resolution related to the Official Community Plan Development report presented at the Special Committee of the Whole Meeting held October 27, 2020:

- Resolution CW 2020-049

That Council direct staff to bring the proposed Project Charter and Steering Committee Terms of Reference, including amendments to membership numbers and descriptors, consultant selection process and desired level of engagement to the November 17, 2020 Council meeting for Council consideration.

Motion Carried

11. REPORTS**11.1 Holland Creek Supply Main (Phase 2) Award**

Staff provided Council with an overview of the phases of the Holland Creek Supply Main project and responded to Council's questions regarding the tenders submitted for phase two of the project.

CS 2020-322

That Council award the contract for the Holland Creek Supply Main (Phase 2) to Don Mann Excavating Ltd. for \$288,298.50 including GST.

Motion Defeated

OPPOSED: Councillors Jacobson, Johnson, McKay, Paterson

11.2 In-Channel Spiral Screen – Waste Water Treatment Plant - Award**CS 2020-323**

That Council direct staff to:

1. Increase the budget for the replacement of In-Channel Spiral Screen for the Waste Water Treatment Plant from \$100,000 to \$165,000;
2. Award the contract for the replacement of In-Channel Spiral Screen for the Waste Water Treatment Plant to West Coast Prefab, for a bid amount of \$163,339.52 including PST; and
3. Amend the 2020-2024 Financial Plan accordingly.

Motion Carried

Councillor Paterson declared a conflict of interest with agenda item 12.1 due to his association with the Kinsmen organization and the public washroom project, and recused himself from the meeting at 8:21 p.m.

12. BYLAWS

12.1 Town of Ladysmith Road Closure Bylaw 2020, No. 2055

CS 2020-324

That Council adopt "Town of Ladysmith Road Closure Bylaw 2020, No. 2055".

Motion Carried

Councillor Paterson returned to the meeting at 8:22 p.m.

12.2 Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2018, No. 1968, Amendment Bylaw 2020, No. 2056

CS 2020-325

That Council adopt "Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2018, No. 1968, Amendment Bylaw 2020, No. 2056".

Motion Carried

12.3 Bylaw Status Sheet

13. QUESTION PERIOD

A member of the public submitted a question regarding the Holland Creek outdoor washroom and the possibility of keeping it open during the winter. Staff advised that unheated washrooms such as the one at Holland Creek are closed during the winter season to avoid damages from water freezing in the pipes.

14. ADJOURNMENT

CS 2020-326

That this Regular Meeting of Council adjourn at 8:24 p.m.

Motion Carried

Mayor (A. Stone)

Corporate Officer (D. Smith)