



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, November 17, 2020

5:00 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

Julie Tierney

Chris Geiger

Mike Gregory

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., in order to retire immediately into Closed Session.

### 2. CLOSED SESSION

#### CS 2020-328

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:

- 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 throughout the traditional unceded territory of the Stz'uminus People, and expressing gratitude to be here.

**4. AGENDA APPROVAL**

**CS 2020-329**

That Council approve the agenda for this Regular Meeting of Council for November 17, 2020, with the following amendments:

- Remove item 9.1., " Development Permit and Development Variance Permit for Multi-family Development at 107 Rollie Rose Drive (Lot 13)" due to incorrect information contained in one of the applicant's attached reports. It will return to a future Council meeting once the applicant has provided an updated report.
- Add item 13.1., "COVID-19 Parks, Recreation & Culture Program Rate Adjustment".

*Motion Carried*

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

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

The following item from the Closed Meeting of Council held November 3, 2020 was reported:

**CE 2020-148**

That Council:

1. Approve the renewal of the lease agreement with land owner Paul Jorjorian for use of 17 and 25 Roberts Street as a municipal parking lot for a period of three (3) years at a rate of \$775 per month in 2021; \$800 per month in 2022; and \$825 per month in 2023, plus applicable taxes;
2. Authorize the Mayor and Corporate Officer to execute the agreement.

**6. MINUTES**

**6.1 Minutes of the Regular Meeting of Council held November 3, 2020**

**CS 2020-330**

That Council approve the minutes of the Regular Meeting of Council held November 3, 2020.

*Motion Carried*

## **7. PROCLAMATIONS**

### **7.1 National Child Day**

Mayor Stone proclaimed November 20, 2020 as National Child Day in the Town of Ladysmith.

## **8. 2021 BUDGET WORKSHOP: FINALIZE WATER AND SEWER UTILITY RATES AND INTRODUCE CAPITAL BUDGET**

### **8.1 Budget Presentation**

Staff gave a presentation that reviewed details of the proposed sewer and water budgets for 2021 and introduced the capital projects. Staff responded to Council's questions.

### **8.2 2021 Water and Sewer Rates and Preliminary Capital Plan**

#### **CS 2020-331**

That Council:

1. Direct staff to prepare an amendment to the Water Rates Bylaw 1999, No.1298 to increase each consumption rate by 3%, effective January 1, 2021;
2. Confirm the Sewer Rates remain the same;
3. Direct staff to prepare the 2021 Sewer Parcel Tax Bylaw at \$350; and
4. Direct staff to prepare the 2021 Water Parcel Tax Bylaw at \$459.

*Motion Carried*

### **8.3 Public Input and Questions**

A member of the public submitted a question asking for more detailed information about the storm water master plan. Staff responded to the question.

Council recessed at 7:39 p.m. to allow for the public to submit additional questions regarding the budget discussion. Council resumed the meeting at 7:41 p.m. No additional questions were submitted.

**9. DEVELOPMENT APPLICATIONS**

**9.1 Development Permit and Development Variance Permit for Multi-family Development at 107 Rollie Rose Drive (Lot 13)**

Item 9.1, "Development Permit and Development Variance Permit for Multi-family Development at 107 Rollie Rose Drive (Lot 13)" was removed from the agenda.

**10. REPORTS**

**10.1 Official Community Plan Review**

**CS 2020-332**

That Council:

- 1. Approve the Official Community Plan Steering Committee Terms of Reference attached as Appendix A to the report from the Director of Development Services;
- 2. Approve the Official Community Plan Project Charter attached as Appendix B to the report from the Director of Development Services;
- 3. Endorse a legal budget of \$7,000 and incidentals budget of \$10,000 for the Official Community Plan Review ; and
- 4. Direct staff to increase the Official Community Plan Development budget from \$150,000 to \$220,000 with \$200,000 to come from Gas Tax, \$10,283 to come from the OCP Reserve, and \$9,717 to come from General Government Reserves.

*Motion Carried*

**10.2 UBCM Community to Community (C2C) Forum Program Application**

**CS 2020-333**

That Council:

- 1. Authorize staff to apply to the Union of BC Municipalities, for up to \$5,000 during the December 2020 application intake for the Regional Community to Community Forum Program to support a community forum with the Stz'uminus First Nation Council, to be held prior to March 31, 2021; and
- 2. Approve the allocation of up to \$5,000 as the Town's contribution.

*Motion Carried*

**11. BYLAWS**

**11.1 Bylaw Status Sheet received.**

**12. CORRESPONDENCE**

**12.1 Correspondence dated November 9, 2020, from Ladysmith Family and Friends (LaFF)**

**CS 2020-334**

That Council donate \$1,500 to the Ladysmith Family and Friends 12 days of Holiday Cheer fundraiser, with funds to come from the 2020 Grants in Aid budget.

*Motion Carried*

**CS 2020-335**

That resolution CS 2020-334 be amended to include "for the 'LaFF pancake breakfast in the comfort of home' Holiday Cheer Day".

*Amendment Carried*

**Resolution CS 2020-334, as amended, reads:**

That Council donate \$1,500 to the Ladysmith Family and Friends 12 days of Holiday Cheer fundraiser for the "LaFF pancake breakfast in the comfort of home" Holiday Cheer Day, with funds to come from the 2020 Grants in Aid budget.

*Main Motion, As Amended, Carried.*

**13. NEW BUSINESS**

**13.1 COVID-19 Parks, Recreation & Culture Program Rate Adjustment**

**CS 2020-336**

That Council:

1. Authorize staff to resume offering Parks, Recreation and Culture services using the established admission fees and passes according to "Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2018, No. 1968"; and
2. Offset revenue shortfalls by authorizing the use of funds received through the Provincial COVID-19 Safe Restart Grant for Local Governments.

*Motion Carried*

**14. UNFINISHED BUSINESS**

**14.1 Mayor's Reconsideration of Resolution No. CS 2020-322 Holland Creek Supply Main (Phase 2) Tender Award**

Under Section 131 of the *Community Charter*, Mayor Stone required Council reconsideration of Council Resolution No. CS 2020-322, defeated at the November 3, 2020 Regular Council Meeting.

**CS 2020-337**

That Council reconsider Resolution No. CS 2020-322 regarding the Holland Creek Supply Main (Phase 2) Tender Award.

*Motion Carried*

**CS 2020-338**

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 Carried*

**14.1.1 Holland Creek Supply Main (Phase 2), Negotiated Schedule**

**CS 2020-339**

That Council direct staff to include in the contract with Don Mann Excavating Ltd. a construction period of 45 days plus up to 3 days in the spring to complete final preparations and paving for the Holland Creek Supply Main (Phase 2).

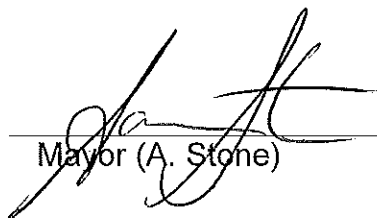
*Motion Carried*

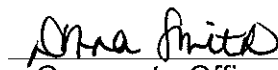
**15. QUESTION PERIOD**

There were no questions submitted by the public.

**16. ADJOURNMENT**

This Regular Meeting of Council was adjourned at 8:02 p.m. by unanimous consent.

  
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Mayor (A. Stone)

  
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Corporate Officer (D. Smith)