



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, December 1, 2020

6:32 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 Thompson

Mike Gregory

Sue Bouma

### Guests:

Staff Sergeant Wes Olsen, Detachment Commander, RCMP

Chris Lundy, applicant for Development Variance Permit and Development Permit for Multi-Family Development at 107 Rollie Rose Drive

Robyn Kelln, applicant for OCP and Zoning Bylaw Amendment Application for Lot 20 Trans-Canada Highway and 670 Farrell Road

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### 1. CALL TO ORDER

Mayor Stone called this Regular Meeting of Council to order at 6:32 p.m., in order to retire immediately into Closed Session.

### 2. CLOSED SESSION

#### CS 2020-340

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:

- labour relations or other employee relations - section 90(1)(c)

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

**4. AGENDA APPROVAL**

**CS 2020-341**

That Council approve the agenda for this Regular Meeting of Council for December 1, 2020 as amended to include the following:

- Item 13.1., "Notice of Motion by Councillor McKay Regarding Utility Service Charges".

*Motion Carried*

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

Council rose from Closed Session at 6:46 p.m. with report on the following:

**CE 2020-164**

That Council:

1. Endorse the Fire Department Excellence Review, and direct the Fire Chief to continue the review process; and
2. Participate in the review process.

**6. MINUTES**

**6.1 Minutes of the Special Meeting of Council held November 10, 2020**

**CS 2020-342**

That Council approve the minutes of the Special Meeting of Council held November 10, 2020.

*Motion Carried*

**6.2 Minutes of the Regular Meeting of Council held November 17, 2020**

**CS 2020-343**

That Council approve the minutes of the Regular Meeting of Council held November 17, 2020.

*Motion Carried*

## **7. DELEGATIONS**

### **7.1 Ladysmith RCMP Policing Priorities**

Staff Sergeant Wes Olsen, Detachment Commander, provided an overview of policing goals and priorities for the Town of Ladysmith. He confirmed plans to continue with traffic safety initiatives - including a "Light up the Highway" initiative, and advised that property offenses would be a key focus. He also assured Council that he would follow up with those citizens interested in establishing Block Watch programs.

Staff Sergeant Olsen responded to Council's questions, and Council expressed their appreciation for the work undertaken by the detachment.

Staff Sergeant Olsen vacated the meeting at 7:16 p.m.

## **8. 2021 BUDGET: INTRODUCTION OF WATER RATE BYLAW AND CONTINUATION OF GENERAL OPERATIONS**

### **8.1 2021 Financial Plan Discussions - General Operations**

#### **CS 2020-344**

That Council revise the date of the next Financial Plan discussions from December 17<sup>th</sup> to December 15<sup>th</sup> to coincide with the next regular Council meeting.

*Motion Carried*

#### **CS 2020-345**

That Council direct staff to investigate options to maintain the allocation of 5% of the prior year municipal taxes to the infrastructure reserve for 2021.

*Motion Carried*

#### **CS 2020-346**

That Council confirm the current Financial Plan Policy to include the allocation of 10% of the prior year municipal taxes to the general capital fund for 2021.

*Motion Carried*

## 8.2 Public Input and Questions

Council recessed at 7:19 p.m. to allow the public to submit questions regarding the budget discussion. Council resumed the meeting at 7:25 p.m. No questions were submitted.

## 9. DEVELOPMENT APPLICATIONS

### 9.1 Development Variance Permit & Development Permit for Multi-Family Development at 107 Rollie Rose Drive

The applicant, Chris Lundy joined the meeting at 7:26 p.m. to address Council and respond to questions.

#### **CS 2020-347**

That Council:

1. Issue Development Variance Permit 3090-20-04 to vary the maximum height of a principal building from 10m to 14.9m, and to reduce the number of parking stalls from 2.0 to 1.5 per dwelling unit with two or more bedrooms, for a multi-family residential use located on Lot 13, District Lot 103, Oyster District, Plan EPP75579 (107 Rollie Rose Drive);
2. Issue Development Permit 3060-20-09 for a multi-family residential development on Lot 13, District Lot 103, Oyster District, Plan EPP75579 (107 Rollie Rose Drive) on the condition that:
  - a. the permittee provide security in the amount of \$5,000 to be used in the event of damage to the Streamside Protection and Enhancement Area (SPEA) resulting from a contravention of Development Permit 3060-20-09; and
  - b. the permittee provide security in the amount of \$180,547 in the event that conditions respecting landscaping in Development Permit 3060-20-09 are not satisfied; and
3. Authorize the Mayor and Corporate Officer to sign Development Variance Permit 3090-20-04 and Development Permit 3060-20-09.

#### **CS 2020-348**

##### AMENDMENT

That Council amend Item 2(a) of Resolution CS 2020-347 to change the Streamside Protection and Enhancement Area (SPEA) security amount from \$5,000 to \$50,000.

*Amendment Defeated*

OPPOSED: Mayor Stone and Councillors Jacobson, Johnson, McKay, Paterson and Virtanen

**CS 2020-349**

AMENDMENT

That DVP 3090-20-04 be issued as amended, to include a condition that signage stating existing parking restrictions be installed along both sides of Rollie Rose Drive between Dogwood Drive and the BC Hydro Right of Way, by the Town, at the applicant's expense and that the applicant be required, prior to issuance of a building permit to pay the Town an amount equal to 125% of the estimated cost of installing the signage with any excess returning to the applicant after installation.

*Amendment Defeated*

OPPOSED: Mayor Stone, and Councillors Jacobson, Johnson, McKay, Paterson and Virtanen

**CS 2020-350**

AMENDMENT

That DVP 3090-20-04 be issued as amended, to include a condition that signage stating existing parking restrictions be installed along both sides of Rollie Rose Drive between Dogwood Drive and Kinsmen Place, as appropriately determined by Town staff, at the applicant's expense and that the applicant be required, prior to issuance of a building permit to pay the Town an amount equal to 125% of the estimated cost of installing the signage with any excess returning to the applicant after installation.

*Amendment Carried*

OPPOSED: Councillors Johnson and Paterson

**Resolution CS 2020-347, as amended, reads:**

That Council:

1. Issue Development Variance Permit 3090-20-04 to vary the maximum height of a principal building from 10m to 14.9m, and to reduce the number of parking stalls from 2.0 to 1.5 per dwelling unit with two or more bedrooms, for a multi-family residential use located on Lot 13, District Lot 103, Oyster District, Plan EPP75579 (107 Rollie Rose Drive);
2. Issue Development Permit 3060-20-09 for a multi-family residential development on Lot 13, District Lot 103, Oyster District, Plan EPP75579 (107 Rollie Rose Drive) on the condition that:

- a. the permittee provide security in the amount of \$5,000 to be used in the event of damage to the Streamside Protection and Enhancement Area (SPEA) resulting from a contravention of Development Permit 3060-20-09; and
  - b. the permittee provide security in the amount of \$180,547 in the event that conditions respecting landscaping in Development Permit 3060-20-09 are not satisfied; and
3. Issue DVP 3090-20-04, as amended, to include a condition that signage stating existing parking restrictions be installed along both sides of Rollie Rose Drive between Dogwood Drive and Kinsmen Place, as appropriately determined by Town staff at the applicant's expense, and that the applicant be required, prior to issuance of a building permit to pay the Town an amount equal to 125% of the estimated cost of installing the signage with any excess returning to the applicant after installation; and
  4. Authorize the Mayor and Corporate Officer to sign Development Variance Permit 3090-20-04 and Development Permit 3060-20-09.  
*Main Motion, as Amended, Carried*  
OPPOSED: Councillor Johnson

Mr. Lundy vacated the meeting at 8:35 p.m.

By unanimous consent, Council recessed the meeting at 8:35 p.m. and reconvened at 8:41 p.m.

## **9.2 OCP and Zoning Bylaw Amendment Application – Lot 20 Trans-Canada Highway and 670 Farrell Road**

The applicant, Robyn Kelln joined the meeting at 8:42 p.m. to address Council and respond to questions.

### **CS 2020-351**

That Council direct the applicant to continue working with staff on Zoning Bylaw and Official Community Plan Amendment Application No. 3360-19-02.

*Motion Carried*

**CS 2020-352**

That Council impose the following conditions on Zoning Bylaw and Official Community Plan Amendment Application No. 3360-19-02 prior to further consideration by Council:

- provide a tree protection plan, including a covenant versus park dedication analysis; and
- provide a plan for a road connection between Farrell Road and Sanderson Road.

*Motion Carried*

Mr. Kelln vacated the meeting at 9:33 p.m.

**10. COMMITTEE MINUTES**

**10.1 November 10, 2020 Committee of the Whole Recommendations**

**CS 2020-353**

That Council direct staff to prepare a report regarding bans on single use plastics.

*Motion Carried*

OPPOSED: Councillor Johnson

**11. REPORTS**

**11.1 Poverty Reduction Plan Update**

**CS 2020-354**

That Council receive for information the report dated December 1, 2020 regarding the Poverty Reduction Plan Update.

*Motion Carried*

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

**CS 2020-355**

That Council receive for information the staff report dated December 1, 2020, regarding COVID-19 Parks, Recreation & Culture Program Rate Adjustments.

*Motion Carried*

### **11.3 Machine Shop and Arts & Heritage Hub: Direction on Next Steps**

#### **CS 2020-356**

That Council:

1. Endorse the final version of the Arts & Heritage Hub Concept Report prepared by Hotson Architecture attached as Appendix A to the December 1, 2020 staff report, with further refinement of layout and design to be developed through the Arts & Heritage Hub design process;
2. Direct staff to allocate up to \$75,000 from the Waterfront Projects allocation to proceed with obtaining construction drawings and cost estimates for Phase 1 elements of the Arts & Heritage Hub that are ineligible for ICIP and ICET grant funding and report back to Council once design and costing are complete;
3. Endorse the Terms of Reference for the Arts & Heritage Hub Steering Committee attached as Appendix B to the December 1, 2020 staff report; and
4. Direct that staff and the chosen design firm for Phase 1 of the Arts & Heritage Hub work collaboratively with local First Nation artists on the design of the proposed artist studio building.

*Motion Carried*

OPPOSED: Councillor Johnson

## **12. BYLAWS**

### **12.1 Bylaw 2057: Revenue Anticipation Bylaw**

#### **CS 2020-357**

That Council give first three readings to Town of Ladysmith "2021 Revenue Anticipation Borrowing Bylaw 2020, No. 2057".

*Motion Carried*

### **12.2 Bylaw 2058: Waterworks Regulations Amendment Bylaw**

#### **CS 2020-358**

That Council give first three readings to Town of Ladysmith "Waterworks Rates and Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2020, No. 2058".

*Motion Carried*



**13. NEW BUSINESS**

**13.1 Notice of Motion by Councillor McKay Regarding Utility Service Charges**

Councillor McKay provided the following Notice of Motion to be considered at the December 15, 2020, Regular Meeting of Council:

“That Council direct staff to prepare a report regarding implementation of a hardship grant pilot program related to utility service charges.”

**14. QUESTION PERIOD**

There were no questions submitted by the public.

**15. ADJOURNMENT**

**CS 2020-359**

That this Regular Meeting of Council adjourn at 10:12 p.m.

*Motion Carried*



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Mayor (A. Stone)



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Corporate Officer (D. Smith)

