



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, September 5, 2023

6:01 P.M.

Ladysmith Seniors Centre

630 2nd Avenue

### Council Members Present:

Mayor Aaron Stone

Councillor Ray Gourlay

Councillor Amanda Jacobson

Councillor Tricia McKay

Councillor Duck Paterson

Councillor Marsh Stevens

Councillor Jeff Virtanen

### Staff Present:

Allison McCarrick

Erin Anderson

Chris Barfoot

Jake Belobaba

Ryan Bouma

Matt O'Halloran

Andrew Wilson

Andrea Hainrich

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### 1. CALL TO ORDER

Mayor Stone called this Meeting of Council to order at 6:01 p.m., in order to retire immediately into Closed Session.

### 2. CLOSED SESSION

#### CS 2023-203

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:

- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements; and
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

*Motion Carried*

**3. OPEN MEETING AND ACKNOWLEDGEMENT**

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

**4. AGENDA APPROVAL**

**CS 2023-204**

That Council approve the agenda for this Regular Meeting of Council for September 5, 2023, as amended to include an additional resolution under item 5, "Rise and Report".

*Motion Carried*

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

Council rose from Closed Session at 6:44 pm with the following items:

Item from the Closed Meeting of Council held June 20, 2023

**CE 2023-039**

That Council:

1. Appoint Bruce Mason, Lynda Baker, Geoff Dean, Kimberly Nakahara and Jane Nettleton to the Parks, Recreation & Culture Advisory Committee for a two-year term ending June 30, 2025; and
2. Rise and report on Recommendation No. 1 once all applicants have been notified.

Item from the Closed Meeting of Council held August 1, 2023

**CE 2023-053**

That Council:

1. Appoint Julika Pape, Jennifer Aker, Tonya Soules, Jason Robertson, John Scott, and Keona Wiley to the Community Planning Advisory Committee for a two-year term ending June 30, 2025; and
2. Rise and report on Recommendation No. 1 once applicants are notified.

Item from the Closed Meeting of Council held September 5, 2023

**CE 2023-059**

That Council:

1. Appoint Jake Belobaba, Director of Development Services to bid on any of the residential properties included in the 2023 Tax Sale; and
2. Rise and report on Recommendation No. 1 immediately.

## 6. MINUTES

### 6.1 Minutes of the Public Hearing and Regular Meeting of Council held August 1, 2023

#### CS 2023-205

That Council approve the minutes of the Public Hearing and Regular Meeting of Council held August 1, 2023.

*Motion Carried*

## 7. REPORTS

### 7.1 2023 Outstanding Business Licences

#### CS 2023-206

That Council receive for information the report dated September 5, 2023 regarding the Business Licences outstanding for 2023.

*Motion Carried*

### 7.2 Permissive Tax Exemptions for the Tax Year 2024

#### CS 2023-207

That Council direct staff to prepare a one-year Permissive Tax Exemption Bylaw for all properties currently identified in the "Town of Ladysmith 2023 Permissive Tax Exemptions Bylaw 2022, No. 2122" with the exception of folio 445-1602.100 and that Council direct staff to remove fully exempt properties from the 2024 water parcel tax roll and the 2024 sewer parcel tax roll.

*Motion Carried*

OPPOSED: Councillor Stevens

#### CS 2023-208

That Council review the Permissive Tax Exemption policy at a future Committee of the Whole Meeting.

*Motion Carried*

### 7.3 2024 Financial Plan (Budget) Discussions

#### CS 2023-209

That Council approve the following schedule to deliberate the 2024-2028 Financial Plan:

- September 26<sup>th</sup> –Parks, Recreation & Culture – operating & capital;
- November 7<sup>th</sup> – Water & Sewer – operating & capital;
- November 21<sup>st</sup> – Introduction of General Operations;
- December 5<sup>th</sup> – Introduction of General Capital Projects. Water & Sewer Rate bylaws introduced;

- December 19<sup>th</sup> - Anticipated adoption of Water & Sewer Rate bylaws and Early budget approvals; and
- January 23<sup>rd</sup>, 2024 – Introduction of the 2024-2028 Financial Plan bylaw.

*Motion Carried*

Councillor Stevens declared a conflict related to Agenda Item 7.4 as he has family members who are employees of Bayview Brewing, and is also **a contiguous** property owner, and recused himself from the meeting at 7:23 p.m.

#### **7.4 Liquor Special Event Area Endorsement – Bayview Brewing (204 Dogwood Drive)**

##### **CS 2023-210**

That Council, in response to the referral from the Liquor and Cannabis Regulation Branch for a special event area endorsement application for Bayview Brewing Company located at 204 Dogwood Drive, “opt in” to the local government comment process and direct staff to provide written notification to residents within 60 metres of the subject property inviting them to submit written comments about the application.

##### **CS 2023-211**

##### **AMENDMENT**

That Council amend resolution CS 2023-210 to adjust the the notification area to residents from within 60 metres to within 100 metres of the subject property.

*Amendment Carried*

##### **Resolution CS 2023-210 as amended, reads:**

That Council, in response to the referral from the Liquor and Cannabis Regulation Branch for a special event area endorsement application for Bayview Brewing Company located at 204 Dogwood Drive, “opt in” to the local government comment process and direct staff to provide written notification to residents within 100 metres of the subject property inviting them to submit written comments about the application.

*Main Motion, as Amended, Carried*

**OPPOSED:** Councillor Jacobson

Councillor Stevens returned to the meeting at 7:31 p.m.

**8. BYLAWS**

**8.1 Bylaws for Adoption**

**8.1.1 “Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw 2023, No. 2153”**

**CS 2023-212**

That Council adopt "Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw 2023, No. 2153".

*Motion Carried*

**8.2 Bylaw Status Sheet**

**9. CORRESPONDENCE**

**9.1 Appointments to the Cowichan North Recreation Commission**

**CS 2023-213**

That Council appoint Councillor Paterson and Councillor Stevens to the Cowichan North Recreation Committee, and Councillor Gourlay and McKay as alternates.

*Motion Carried*

**10. QUESTION PERIOD**

A member of the public asked if Council would consider expanding the area of input for special events to outside the 100 metres and opening it to the Town for a Public Hearing. He also asked about procedures for commission and committee recruitment and hiring.

**11. ADJOURNMENT**

**CS 2023-214**

That this Regular Meeting of Council be adjourned at 7:41 p.m.

*Motion Carried.*

CERTIFIED CORRECT

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Mayor (A. Stone)

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Corporate Officer (M. O'Halloran)