



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, April 16, 2024

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

Julia Tippet

Sue Bouma

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 2024-067

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:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity; and
- (c) labour relations or other employee relations.

*Motion Carried*

**3. OPEN MEETING AND ACKNOWLEDGEMENT (7:00 P.M.)**

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 2024-068**

That Council approve the agenda for this Regular Meeting of Council for April 16, 2024, as amended to correct a typographical error in Item 10.2.

*Motion Carried*

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

Council rose from Closed Session at 6:24 p.m. without report.

**6. MINUTES**

**6.1 Minutes of the Regular Meeting of Council held April 2, 2024**

**CS 2024-069**

That Council approve the minutes of the Regular Meeting of Council held April 2, 2024.

*Motion Carried*

**7. DELEGATIONS**

**7.1 MNP, Auditors for the Town**

Cory Vanderhorst, MNP, provided Council with an overview of the audit of the 2023 Financial Statements. He stated that this is an unqualified or clean audit. C. Vanderhorst responded to questions from Council, and thanked Town staff for their cooperation during the audit.

**7.1.1 2023 Audited Financial Statements**

**CS 2024-070**

That Council accept the 2023 Audited Financial Statements of the Municipality.

*Motion Carried*

## 8. PROCLAMATIONS

### 8.1 Safety and Health Week – May 6-11, 2024

Mayor Stone has proclaimed May 6-11, 2024 as “Safety and Health Week” in the Town of Ladysmith.

### 8.2 International Day Against Homophobia and Transphobia – May 17, 2024

Mayor Stone has proclaimed May 17, 2024 as “International Day Against Homophobia and Transphobia” in the Town of Ladysmith.

### 8.3 Island Good Days – June 3-9, 2024

Mayor Stone has proclaimed June 3-9, 2024 as “Island Good Days” in the Town of Ladysmith.

## 9. DEVELOPMENT APPLICATIONS

### 9.1 Development Variance Permit and Development Permit – 1120 2<sup>nd</sup> Avenue

#### CS 2024-071

That Council:

1. Issue Development Variance Permit Number 3090-24-03 for 1120 2<sup>nd</sup> Avenue (Lot 6, District Lot 144, Oyster District, Plan 9575, 001-360-060) to vary sections 6.5(b)(iii), 6.5(b)(vi), and 6.5(b)(x) of “Town of Ladysmith Zoning Bylaw 2014, No. 1860” for the following:
  - a. Increasing the gross floor area of the coach house dwelling from 60.0m<sup>2</sup> to 110.0m<sup>2</sup>;
  - b. Reducing the interior side parcel line setback from 2.0m to 1.9m; and
  - c. Increasing the maximum permitted size for upper-level balconies from 2.9m<sup>2</sup> to 44.0m<sup>2</sup>; and
2. Issue Development Permit Number 3060-24-04 for 1120 2<sup>nd</sup> Avenue (Lot 6, District Lot 144, Oyster District, Plan 9575, 001-360-060) to authorize a coach house dwelling.

*Motion Carried*

## **10. COMMITTEE MINUTES**

### **10.1 Accessibility Advisory Committee – January 24, 2024**

#### **CS 2024-072**

That Council receive the minutes of the Accessibility Advisory Committee meeting held January 24, 2024.

*Motion Carried*

### **10.2 Accessibility Advisory Committee – April 3, 2024**

#### **CS 2024-073**

That Council receive the minutes, as amended, of the Accessibility Advisory Committee meeting held April 3, 2024.

*Motion Carried*

### **10.3 Community Planning Advisory Committee – April 3, 2024**

#### **CS 2024-074**

That Council receive the minutes of the Community Planning Advisory Committee meeting held April 3, 2024.

*Motion Carried*

## **11. REPORTS**

### **11.1 RFP No. 2024-PRC-02 Heart of the Hub Phase 2 – Construction Project Management**

#### **CS 2024-075**

That Council award the contract for the construction project management of Phase 2 of the “Heart of the Hub” Machine Shop project to MKM Projects Ltd. in the amounts of:

- a. \$88/hr., up to a maximum amount of \$12,320, for pre-construction stage fees; and
- b. a 5.5 percent construction project management fee of the work earned for the construction stage.

*Motion Carried*

## **11.2 Video Surveillance of Civic Property Policy**

### **CS 2024-076**

That Council adopt Video Surveillance of Civic Property Policy 14-7010-B, dated April 16, 2024.

*Motion Carried*

## **12. BYLAWS**

### **12.1 Bylaws for Introduction**

#### **12.1.1 2024 Property Tax Bylaws**

##### **12.1.1.1 "Property Tax Rates Bylaw 2024, No. 2175"**

#### **CS 2024-077**

That Council give first, second and third readings to "Property Tax Rates Bylaw 2024, No. 2175".

*Motion Carried*

##### **12.1.1.2 "Sewer Parcel Tax Bylaw 2024, No. 2176"**

#### **CS 2024-078**

That Council give first, second and third readings to "Sewer Parcel Tax Bylaw 2024, No. 2176".

*Motion Carried*

##### **12.1.1.3 "Water Parcel Tax Bylaw 2024, No. 2177"**

#### **CS 2024-079**

That Council give first, second and third readings to "Water Parcel Tax Bylaw 2024, No. 2177".

*Motion Carried*

### **12.2 Bylaw Status Sheet**

## **13. QUESTION PERIOD**

A member of the public complimented the Town on the appearance of 1<sup>st</sup> Avenue.

**14. ADJOURNMENT**

**CS 2024-080**

That Council adjourn this Regular Meeting of Council at 7:34 p.m.

*Motion Carried*

CERTIFIED CORRECT

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Mayor (A. Stone)

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Corporate Officer (S. Bouma)