



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, August 6, 2024

6:03 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 *(via Zoom)*

Councillor Marsh Stevens

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick

Erin Anderson

Chris Barfoot

Jake Belobaba

Ryan Bouma *(via Zoom)*

Sue Bouma

Hayley Young

Nick Pescod

1. CALL TO ORDER

Mayor Stone called this Meeting of Council to order at 6:03 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2024-172

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:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

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.

Mayor Stone congratulated the Celebrations Society for producing a highly successful and well-attended Ladysmith Days celebration. Councillor Virtanen, the Council liaison for the Celebrations Society, thanked all the organizations who shared in the work, and gave special thanks to all those who attended the event.

4. AGENDA APPROVAL

CS 2024-173

That Council approve the agenda for this Regular Meeting of Council for August 6, 2024.

Motion Carried

5. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 6:39 p.m. without report.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held July 16, 2024

CS 2024-174

That Council approve the minutes of the Regular Meeting of Council held July 16, 2024.

Motion Carried

7. COMMITTEE MINUTES

7.1 Poverty Reduction Task Group - May 15, 2024 and June 19, 2024

CS 2024-175

That Council receive the minutes of the Poverty Reduction Task Group meetings held May 15, 2024 and June 19, 2024.

Motion Carried

8. REPORTS

8.1 2025 Financial Plan (Budget) Discussions

CS 2024-176

That Council approve the following schedule to deliberate the 2025-2029 Financial Plan:

- September 3rd – Parks, Recreation & Culture – operating & capital and direction for Permissive Tax Exemptions;
- November 5th – Water & Sewer – operating & capital;
- November 19th – Introduction of General Operations;
- December 3rd – Introduction of General Capital Projects. Water & Sewer Rate bylaws introduced;
- December 17th - Anticipated adoption of Water & Sewer Rate bylaws and Early budget approvals; and
- February 4th, 2025 – Introduction of the 2025-2029 Financial Plan bylaw.

Motion Carried

8.2 Heart of the Hub Phase 2 – Consultant Update

CS 2024-177

That Council waive Purchasing Policy 5-1790-D to secure the consultants previously engaged in the former Machine Shop project and listed on the existing building permit, for consulting fees of up to \$370,000 related to the Heart of the Hub Phase 2 project.

Motion Carried

8.3 UBCM Community to Community (C2C) Forum Program

CS 2024-178

That Council:

1. Authorize staff to apply to the Union of BC Municipalities for up to \$5,000 during the September 2024 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 September 6, 2025; and
2. Approve the allocation of up to \$5,000 as the Town's contribution.

Motion Carried

8.4 Mackie Road Dam Decommissioning - Tendering and Construction Support Services

CS 2024-179

That Council waive Purchasing Policy 5-1790-D and authorize staff to sole source the Mackie Road Dam Decommissioning - Tendering and Construction Support Services to Ecora Engineering and Environmental Ltd. (Ecora) in the amount of \$99,270 plus taxes, as outlined in Attachment A of the August 6, 2024, staff report from the Infrastructure Services Department.

Motion Carried

8.5 Short-Term Rental Regulation

CS 2024-180

That Council:

1. Give first, second and third readings to “Short-Term Rental Bylaw, 2024, No. 2188”;
2. Pursuant to Section 59 of the *Community Charter*:
 - a. Receive written representations prior to adoption of Bylaw 2188; and
 - b. Direct staff to publish notice, no more than 10 and no less than 3 days prior to final consideration of Bylaw 2188:
 - i. online; and
 - ii. in one issue of the Ladysmith Chronicle; and
3. Direct staff to bring forward amendments to “Official Community Plan Bylaw 2022, No. 2200” for Council consideration that:
 - a. Establish a Temporary Use Permit program to allow the conversion of a limited number of dwelling units outside of zones where “tourist accommodation” is a permitted use, to Short-Term Rentals; and
 - b. Establish policies for considering applications under recommendation 3(a) that:
 - i. prioritize the protection of long-term housing; and
 - ii. consider temporary worker housing, tourism offerings, impacts on residential neighbourhoods, impacts on existing and proposed tourism offerings and similar issues.

Motion Carried

9. BYLAWS

9.1 Bylaws for Adoption

9.1.1 “Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw No. 2184”

CS 2024-181

That Council adopt “Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw No. 2184”.

Motion Carried

OPPOSED: Councillor Jacobson

9.2 Bylaw Status Sheet

10. INFORMATION TO COUNCIL

10.1 Cowichan Region Workforce Housing Strategy

CS 2024-182

That Council receive the Cowichan Region Workforce Housing Strategy and companion documents presented at the CVRD Committee of the Whole meeting on June 26, 2024 and shared with municipalities as part of the engagement process prior to the strategy's implementation.

Motion Carried

CS 2024-183

That Council invite Barry O’Riordan, CVRD Manager of Economic Development, and/or CitySpaces Consulting to give a presentation on the Cowichan Region Workforce Housing Strategy at the September Committee of the Whole meeting.

Motion Carried

11. CORRESPONDENCE

11.1 Rotary Clubs of Ladysmith and Chemainus 14th Annual Charity Golf Tournament

CS 2024-184

That Council allocate \$350 to sponsor a hole at the 14th Annual Rotary Charity Golf Tournament on September 21, 2024, as requested in the correspondence received July 13, 2024.

Motion Carried

12. QUESTION PERIOD

A member of the public asked how the Short-Term Rental bylaws will be enforced.

Another resident asked about the Heart of the Hub space allocation plan and requested clarification on how the allocated funds for the UBCM dinner will be used, as well as the rationale and calculations used for decommissioning the Mackie Road Dam.

13. ADJOURNMENT

CS 2024-185

That this Regular Meeting of Council be adjourned at 8:00 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (A. Stone)

Corporate Officer (S. Bouma)