



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, October 15, 2024

6:01 P.M.

Ladysmith Seniors Centre  
630 2nd Avenue

### Council Members Present:

Deputy Mayor Ray Gourlay  
Councillor Amanda Jacobson

Councillor Duck Paterson (*via Zoom*)  
Councillor Jeff Virtanen

### Council Members Absent:

Acting Mayor Tricia McKay

Councillor Marsh Stevens

### Staff Present:

Allison McCarrick  
Erin Anderson  
Chris Barfoot  
Jake Belobaba  
Chris Geiger

Tim Tanton  
Sue Bouma  
Nick Pescod  
Hayley Young  
Vidhi Kyada

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### 1. CALL TO ORDER

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

### 2. CLOSED SESSION

#### CS 2024-233

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.

*Motion Carried*

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

Deputy Mayor Gourlay 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 2024-234**

That Council approve the agenda for this Regular Meeting of Council for October 15, 2024 as amended to include the following item received after publication of the agenda:

- Item 12.3. "CVRD Letter of Support for the Cowichan Tech and Innovation Ecosystem Project."

*Motion Carried*

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

Council rose from Closed Session at 6:11 p.m. without report.

#### **6. MINUTES**

##### **6.1 Minutes of the Regular Meeting of Council held October 1, 2024**

##### **CS 2024-235**

That Council approve the minutes of the Regular Meeting of Council held October 1, 2024.

*Motion Carried*

#### **7. PROCLAMATIONS**

##### **7.1 Medical Radiation Technologist Week - November 3-9, 2024**

Deputy Mayor Gourlay advised that Acting Mayor McKay has proclaimed November 3-9, 2024 as "Medical Radiation Technologist Week" in the Town of Ladysmith.

##### **7.2 Color The World Orange Day for Complex Regional Pain Syndrome (CRPS)/Reflex Sympathetic Dystrophy (RSD) Awareness - November 4, 2024**

Deputy Mayor Gourlay advised that Acting Mayor McKay has proclaimed November 4, 2024 as "Color The World Orange Day for Complex Regional Pain Syndrome (CRPS)/Reflex Sympathetic Dystrophy (RSD) Awareness Day" in the Town of Ladysmith.

## **8. DEVELOPMENT APPLICATIONS**

### **8.1 Development Permit Application – 901 Gladden Road**

#### **CS 2024-236**

That Council issue Development Permit 3060-24-07 to allow the following:

- a. construction of a pedestrian walkway along the Ladysmith Marina waterfront;
- b. grading the marina parking lot with temporary gravel; and
- c. installation of one temporary portable office building on 901 Gladden Road (Lot B, District Lots 86, 87 And 98, Oyster District, District Lot 2054, Cowichan District, Plan EPP87265, PID: 030-801-478).

*Motion Carried*

## **9. COMMITTEE MINUTES**

### **9.1 Parks, Recreation & Culture Advisory Committee - September 18, 2024**

#### **CS 2024-237**

That Council receive the minutes of the Parks, Recreation & Culture Advisory Committee meeting held September 18, 2024.

*Motion Carried*

### **9.2 Accessibility Advisory Committee - September 25, 2024**

#### **CS 2024-238**

That Council receive the minutes of the Accessibility Advisory Committee meeting held September 25, 2024.

*Motion Carried*

## **10. REPORTS**

### **10.1 2nd Avenue Geotechnical Findings**

#### **CS 2024-239**

That Council direct staff to monitor the slope on 2<sup>nd</sup> Avenue between Symonds Street and French Street, and document findings until an opportunity arises to combine the required remediation work with utility upgrades and/or development in the area.

*Motion Carried*

## **10.2 UBCM – Community Emergency Preparedness Fund Grant Application**

### **CS 2024-240**

That Council:

1. Support the Town's application to the UBCM Community Emergency Preparedness Fund, Volunteer and Composite Fire Department Equipment & Training Grant in the amount of \$35,000 for a turnout gear decontamination washer and dryer cabinet;
2. Direct staff to include the above funding amount and source in the 2025-2029 Financial Plan; and
3. Confirm its willingness to provide overall grant management subject to receipt of grant funding.

*Motion Carried*

## **10.3 Rural Economic Diversification and Infrastructure Program (REDIP)**

### **CS 2024-241**

That Council direct staff to include in the 2025-2029 Financial Plan \$131,250 for the planning of a mountain bike trail network with the funds to come from the Rural Economic Diversification and Infrastructure Program for \$100,000 and the remainder to come from prior year surplus.

*Motion Carried*

## **11. BYLAWS**

### **11.1 Bylaws for Adoption**

#### **11.1.1 "Town of Ladysmith Revitalization Tax Exemption Bylaw 2007, No. 1625 Amendment Bylaw 2024, No. 2181"**

##### **CS 2024-242**

That Council adopt "Town of Ladysmith Revitalization Tax Exemption Bylaw 2007, No. 1625 Amendment Bylaw 2024, No. 2181".

*Motion Carried*

#### **11.1.2 "2025 Permissive Tax Exemptions Bylaw 2024, No. 2189"**

##### **CS 2024-243**

That Council adopt "2025 Permissive Tax Exemptions Bylaw 2024, No. 2189".

*Motion Carried*

**11.1.3 “Freedom of Information and Protection of Privacy Bylaw 2022, No. 2116, Amendment Bylaw 2024, No. 2193”.**

**CS 2024-244**

That Council adopt “Freedom of Information and Protection of Privacy Bylaw 2022, No. 2116, Amendment Bylaw 2024, No. 2193”.

*Motion Carried*

OPPOSED: Councillor Virtanen.

**11.1.4 “Town of Ladysmith Zoning Bylaw 2014, No. 1860 Amendment Bylaw 2024, No. 2194”**

**CS 2024-245**

That Council:

1. Give first, second and third readings to “Town of Ladysmith Zoning Bylaw 2014, No. 1860 Amendment Bylaw 2024, No. 2194”;  
and

2. Adopt “Town of Ladysmith Zoning Bylaw 2014, No. 1860 Amendment Bylaw 2024, No. 2194” pursuant to Section 785(1)(b) of the Local Government Act.

*Motion Carried*

**11.1.5 "Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw 2024, No. 2195”**

**CS 2024-246**

That Council adopt "Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw 2024, No. 2195”.

*Motion Carried*

**11.2 Bylaw Status Sheet**

**12. NEW BUSINESS**

**12.1 Emergency Management Cowichan 2025 Emergency Management Grants**

**CS 2024-247**

1. That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Support Services 2025 grant funding up to \$200,000 on behalf of the Town of Ladysmith.

*Motion Carried*

**CS 2024-248**

2. That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Operations Centre 2025 grant funding up to \$200,000 on behalf of the Town of Ladysmith.

*Motion Carried*

**CS 2024-249**

3. That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the 2025 UBCM Community Emergency Preparedness Fund for Public Notification and Evacuation Route Planning grant funding up to \$200,000 on behalf of the Town of Ladysmith.

*Motion Carried*

**12.2 Ladysmith Dragon Boat Society - 2024 Year in Review**

**CS 2024-250**

That Council receive the Ladysmith Dragon Boat Society 2024 year end report.

*Motion Carried*

**12.3 CVRD Letter of Support for the Cowichan Tech and Innovation Ecosystem Project**

**CS 2024-251**

That Council provide a letter of support to the Cowichan Valley Regional District for the Cowichan Tech and Innovation Ecosystem project.

*Motion Carried*

**13. QUESTION PERIOD**

There were no questions from the public.

**14. ADJOURNMENT**

**CS 2024-252**

That this Regular Meeting of Council be adjourned at 7:19 p.m.

*Motion Carried*

CERTIFIED CORRECT

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Acting Mayor (T. McKay)

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Corporate Officer (S. Bouma)