



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, November 19, 2024

7:00 P.M.

Ladysmith Seniors Centre

630 2nd Avenue

Council Members Present:

Acting Mayor Tricia McKay

Councillor Ray Gourlay

Councillor Amanda Jacobson (*vacated at 7:52 p.m.*)

Councillor Duck Paterson (*via Zoom*)

Councillor Marsh Stevens (*joined via Zoom at 8:11 p.m.*)

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick

Erin Anderson

Chris Barfoot

Jake Belobaba

Chris Geiger

Sue Bouma

Andrew Wilson

Nick Pescod

Hayley Young

1. OPEN MEETING AND ACKNOWLEDGEMENT

Acting Mayor McKay 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.

2. AGENDA APPROVAL

CS 2024-267

That Council approve the agenda for this Regular Meeting of Council for November 19, 2024 as amended to include the following item received after publication of the agenda:

- 9.2. "Cowichan Valley Regional District (CVRD) Request for Support - Affordable Housing."

Motion Carried

3. MINUTES

3.1 Minutes of the Regular Meeting of Council held November 5, 2024

CS 2024-268

That Council approve the minutes of the Regular Meeting of Council held November 5, 2024.

Motion Carried

4. DEVELOPMENT APPLICATIONS

4.1 Zoning Bylaw Amendment – 10910 Westdowne Road

CS 2024-269

That Council:

1. Give first and second readings to “Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw, No. 2173”;
2. Direct staff to proceed with scheduling and notification of a public hearing for “Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw No. 2173” pursuant to section 464(1) of the *Local Government Act*;
3. Direct staff to refer “Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw, No. 2173” to the Ministry of Transportation and Infrastructure, after third reading of the bylaw, pursuant to section 52 of the *Transportation Act*;
4. Require that the applicant, as a condition of approval, following third reading and prior to adoption of Bylaw No. 2173:
 - a. retain a qualified engineer to submit a stormwater management plan satisfying the conditions noted in the November 19, 2024 staff report to Council;
 - b. construct and pave the apron and throat of the driveway access to Ministry of Transportation and Infrastructure driveway standards; and
 - c. register on the title of the subject property a stormwater management covenant prepared by the Town’s solicitor at the cost of the applicant with the conditions described in the November 19, 2024 report to Council.

Motion Carried

5. COMMITTEE MINUTES

5.1 Committee of the Whole - November 12, 2024

CS 2024-270

That Council consider separately each recommendation from the November 12, 2024 Committee of the Whole meeting.

Motion Carried

CS 2024-271

That Council give first, second and third readings to “Special Event Bylaw 2024, No. 2196”, as presented in the November 12, 2024 staff report by the Director of Parks, Recreation & Culture.

Motion Carried

OPPOSED: Councillor Paterson.

CS 2024-272

That Council direct staff to bring forward consequential amendments to the “Beer Garden and Special Occasion Licence Applications Policy 09-4320-A”, as stated in the staff report dated November 12, 2024, by the Director of Parks, Recreation & Culture.

Motion Carried

OPPOSED: Councillor Paterson.

CS 2024-273

That Council invite an interested secondary student to apply to attend the business sessions at the AVICC 2025 AGM & Convention, held April 11-13, 2025 at the Vancouver Island Conference Centre in Nanaimo.

Motion Carried

6. 2025-2029 FINANCIAL PLAN DISCUSSIONS - INTRODUCTION OF GENERAL OPERATIONS

6.1 Presentation and Council Discussion

The Director of Financial Services gave a presentation that reviewed details of the general operations budget for 2025 and responded to Council's questions.

6.2 Public Input and Questions

A member of the public asked clarifying questions regarding budget changes presented.

Councillor Jacobson vacated the meeting at 7:52 p.m. due to a family matter related to severe weather.

6.3 2025 Budget Deliberations – General Operations

CS 2024-274

That Council approve:

1. Continuing with the Temporary part-time positions of Development Services Administrative Assistant and Planner starting January 1, 2025, with the funding to come from surplus and reserved funds; and
2. Authorize an additional 214 hours annually in the Facility Maintenance Department for cleaning and maintenance at the Fire Department and additional offices at Public Works.

Motion Carried

CS 2024-275

That Council direct staff to return to the next Council meeting with options for reducing the municipal budget increase from the proposed 4.6% to 3.6% - 3.75%.

Motion Carried

Original Vote: OPPOSED: Acting Mayor McKay, Councillor Gourlay.

Vote Retraction: Acting Mayor McKay retracted her vote.

Final Vote: OPPOSED: Councillor Gourlay.

Councillor Stevens joined the meeting via Zoom at 8:11 p.m.

7. REPORTS

7.1 Animal Control Agreement – Coastal Animal Services

CS 2024-276

That Council waive “Purchasing Policy 5-1790-D” and enter into a three-year agreement with Coastal Animal Control Services of BC Ltd. for an average annual cost of \$57,333.00

Motion Carried

8. BYLAWS

8.1 Bylaw Status Sheet

9. CORRESPONDENCE

9.1 Ladysmith Family and Friends Winter Celebration

CS 2024-277

That Council waive the Grants-in-Aid Policy 05-1850-A and provide an additional grant-in-aid of \$250.00 from the remaining grants-in-aid budget to sponsor the 2024 Ladysmith Family and Friends Winter Celebration fundraiser.

Motion Defeated

OPPOSED: Acting Mayor McKay, Councillors Gourlay and Stevens.

9.2 Cowichan Valley Regional District (CVRD) Request for Support - Affordable Housing

CS 2024-278

That Council support the Cowichan Valley Regional District's (CVRD) allocation of Online Accommodation Platform Municipal Regional District Tax revenues to affordable housing for the remainder of the 5-year MRDT agreement period, up to the repeal date of July 1, 2027, as outlined in their correspondence dated November 13, 2024.

Motion Carried

10. NEW BUSINESS

10.1 Crown Land Tenure Application Referral 0181156 - Raven Point Marina

CS 2024-279

That Council, having no concerns about Crown Land Water Tenure Application 0181156 at the Raven Point Marina, opt out of the local government comment process.

Motion Carried

11. UNFINISHED BUSINESS

11.1 Ratification of Electronic Vote Held November 12, 2024

CS 2024-280

That Council ratify its November 12, 2024 electronic endorsement of the following recommendation:

"That Council direct staff to lower the flags to half-mast in honour of John Horgan, former premier of British Columbia, who passed away November 12, 2024."

Motion Carried

12. QUESTION PERIOD

A member sought clarification on council protocols concerning the tie vote in which the chair retracted her vote.

13. ADJOURNMENT

CS 2024-281

That this Regular Meeting of Council be adjourned at 8:31 p.m.

Motion Carried

CERTIFIED CORRECT

Acting Mayor (T. McKay)

Corporate Officer (S. Bouma)