



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, April 1, 2025

5:36 P.M.

Ladysmith Seniors Centre
630 2nd Avenue

Council Members Present:

Mayor Deena Beeston
Councillor Ray Gourlay
Councillor Amanda Jacobson

Councillor Tricia McKay
Councillor Duck Paterson
Councillor Jeff Virtanen

Council Members Absent:

Councillor Marsh Stevens

Staff Present:

Allison McCarrick
Erin Anderson
Jake Belobaba
Chris Geiger

Trish McConnell
Vidhi Kyada
Sue Bouma
Hayley Young

1. CALL TO ORDER

Mayor Beeston called this Meeting of Council to order at 5:36 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2025-078

That, in accordance with section 90 of the *Community Charter*, Council retire into closed session in order to consider items related to the following:

- (1)(c) Labour/employee relations;
- (1)(e) The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (1)(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;
- (1)(g) Litigation or potential litigation affecting the municipality;

- (1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (1)(j) Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- (1)(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; and
- (2)(b) The consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Motion Carried

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

**as per
Council
Resolution
CS 2025-353*

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

4. **AGENDA APPROVAL CS 2025-079**

That Council approve the agenda for the Regular Meeting of Council on April 1, 2025, as amended to include a replacement for Attachment B of Item 7.2, "Development Variance Permit 3090-25-02", as well as the following late item:

- Item 9.3: "Cowichan Emergency Preparedness Expo Flyby" (request for an authorization letter).

Motion Carried

5. **MINUTES**

5.1 **Minutes of the Inaugural Meeting of Council held March 18, 2025**

CS 2025-080

That Council approve the minutes of the Inaugural Meeting of Council held March 18, 2025.

Motion Carried

6. REPORTS

6.1 Agenda Preparation

CS 2025-081

That Council consider adding a standing update to the weekly internal communications memo provided by staff to Council when items are removed, deferred or amended from a draft Council agenda.

Motion Defeated

OPPOSED: Councillors Gourlay, McKay, Paterson and Virtanen.

7. DEVELOPMENT APPLICATIONS

7.1 Development Permit 3060-24-25 – 303 Chemainus Road

CS 2025-082

That Council issue Development Permit 3060-24-25 to allow the construction of a greenhouse at 303 Chemainus Road (Lot A, District Lot 43, Oyster District, and District Lot 2122, Cowichan District, Plan EPP127840, PID: 032-313-535).

Motion Carried

7.2 Development Variance Permit 3090-25-02 – 130 1st Avenue

CS 2025-083

That Council issue Development Variance Permit 3090-25-02 to vary section 10.4.5 (b) of “Town of Ladysmith Zoning Bylaw 2014, No. 1860” to increase the maximum height of the proposed accessory building from 3.5 metres to 4.1 metres for the construction of a garage at 130 1st Avenue (Lot 3, Block 24, District Lot 56, Oyster District, Plan 703, PID: 008-549-907).

Motion Carried

8. BYLAWS

8.1 Bylaws for Introduction

8.1.1 “Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205”

CS 2025-084

That Council:

1. Having considered section 475 of the *Local Government Act*, and in particular the matters set out in subsections (2)(a) and (b), resolve that:

- a. the Stz'uminus First Nation, Agricultural Land Commission and School District 68 are the only entities that are appropriate to consult in connection with "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205";
 - b. consultation should be early but need not be ongoing;
 - c. the consultation process described in the staff report to Council dated April 1, 2025 is sufficient in respect to the proposed Official Community Plan amendment; and
 - d. staff be directed to refer "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205" to the Stz'uminus First Nation, Agricultural Land Commission and School District 68 as set out in the April 1, 2025 staff report to Council;
2. Give first and second readings to "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205";
 3. Consider "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205" in conjunction with the Town's Financial Plan, the Town's Liquid Waste Management Plan, and the Cowichan Valley Regional District Solid Waste Management Plan, pursuant to section 477(3) of the *Local Government Act*;
 4. Consider "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205" in conjunction with the Town's Housing Needs Report and the housing information on which the report is based, pursuant to section 473(2.1) of the *Local Government Act*;
 5. Direct staff to schedule a public hearing and notice of the hearing for "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205"; and
 6. Authorize staff to accept and process Temporary Use Permits for Short-Term Rentals prior to adoption of Bylaw 2025.

Motion Carried

8.1.2 “Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2025, No. 2207”

CS 2025-085

That Council give first, second and third readings to “Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2025, No. 2207”.

Motion Carried

8.2 Bylaw Status Sheet

9. CORRESPONDENCE

9.1 Association of Vancouver Island and Coastal Communities' Request for Participation in the Local Government Act Reform Survey

CS 2025-086

That Council receive the correspondence dated March 20, 2025 from the Association of Vancouver Island and Coastal Communities requesting participation in the *Local Government Act* Reform survey.

Motion Carried

9.2 Take a Hike Foundation Acknowledgement Letter

CS 2025-087

That Council receive the March 26, 2025 letter from Take a Hike Foundation thanking them for their support of vulnerable youth through the Town's Grant in Aid program.

Motion Carried

9.3 Cowichan Emergency Preparedness Expo Flyby

CS 2025-088

That Council authorize the Mayor to send a letter of approval to the Comox 19 Wing Royal Canadian Air Force (RCAF) for a 'flyby' at the upcoming Emergency Preparedness Expo on Saturday, May 3rd, at Transfer Beach.

Motion Carried

10. COUNCIL SUBMISSIONS

10.1 Community Partners

CS 2025-089

That Council direct staff to consult with the Mayor and/or Council if an operational decision will adversely affect a community group or partner.

Motion Carried

11. NEW BUSINESS

11.1 Cowichan Emergency Management Local Authority Agreement

CS 2025-090

That Council:

1. Approve the 2025 Cowichan Emergency Management Local Authority Agreement between the Cowichan Valley Regional District (CVRD); Corporation of the District of North Cowichan; City of Duncan; Town of Ladysmith; and Town of Lake Cowichan; and
2. Authorize the Mayor and Corporate Officer to sign the 2025 Cowichan Emergency Management Local Authority Agreement.

Motion Carried

11.2 Emergency and Disaster Management Act (EDMA) Implementation - Indigenous Engagement Funding Program Modification Agreement 2

CS 2025-091

That Council authorize staff to sign Modification Agreement No. 2 of the Emergency and Disaster Management ACT (EDMA) Year 2 Indigenous Engagement Funding.

Motion Carried

11.3 16th Annual Chamber of Commerce Charity Golf Tournament

CS 2025-092

That Council allocate \$250.00 to sponsor a hole at the 16th Annual Chamber of Commerce Charity Golf Tournament on June 13, 2025 as requested in the correspondence received March 13, 2025.

Motion Carried

12. QUESTION PERIOD

A member of the public inquired about possible exceptions to the Temporary Use Permit deadline for citizens who are working to obtain a permit but are facing delays due to factors beyond their control, such as temporary building permit approvals.

Another member requested clarification on the definition of 'community partner' and inquired whether the Town has considered conducting a survey among community groups to gather feedback on how to enhance its relationships.

RECESS

CS 2025-093

That Council recess at 7:55 p.m. in order to reconvene the Closed session.

Motion Carried

Council reconvened the meeting at 8:30 p.m.

13. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 8:29 p.m. without report.

14. ADJOURNMENT

CS 2025-094

By unanimous consent, Council adjourned this Regular Meeting of Council at 8:29 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)