



MINUTES OF A PUBLIC HEARING AND REGULAR MEETING OF COUNCIL

Tuesday, April 15, 2025

6:00 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

Council Members Absent:

Councillor Marsh Stevens

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot

Jake Belobaba
Sue Bouma
Hayley Young

1. OPEN MEETING AND ACKNOWLEDGEMENT

**as per
Council
Resolution
CS 2025-353*

Mayor Beeston called this Public Hearing and Regular Meeting of Council to order at 6:00 p.m., recognizing with gratitude that it was taking place on the *traditional territory of the Stz'uminus First Nation.

2. AGENDA APPROVAL

CS 2025-095

That Council approve the agenda for this Public Hearing and Regular Meeting of Council for April 15, 2025, as amended to include public submissions received after publication of the agenda for the following item:

- Item 3. Public Hearing - “Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205”.

Motion Carried

3. PUBLIC HEARING

"Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205"

Members of the Public present: 2

3.1 Outline of Public Hearing Process - Mayor Beeston

Mayor Beeston outlined the Public Hearing process and stated that the public would have the opportunity to provide their comments to Council about Bylaw No. 2205.

She advised that staff would introduce the proposed bylaw amendments, followed by public submissions. She reminded the public that the content of submissions would be made public and form a part of the public record for the Hearing, and that the function of Council at a Public Hearing is to listen rather than to debate the merits of the proposed bylaws, although they may ask clarifying questions. She advised that once everyone had an opportunity to be heard, the Public Hearing would be closed and no further submissions or comments could be accepted by members of Council.

3.2 Introduction of Bylaw and Statutory Requirements - Director of Development Services

Jake Belobaba, Director of Development Services, introduced "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205" as the subject of this Public Hearing.

Mr. Belobaba confirmed that the purpose of Bylaw No. 2205 is to amend the OCP by adding a policy for considering applications to rezone residential properties to allow Short-Term Rentals, and to include guidelines for considering Temporary Use Permits to allow Short-Term Rentals where not permitted under zoning.

Mr. Belobaba confirmed the Public Hearing notification and engagement process. Notice of this Public Hearing was printed in the Ladysmith Chronicle on Thursday, April 10, 2025 and posted on the Town's website and community notice boards. A copy of the notice, the proposed bylaw, and background information were made available at the front counter of City Hall and Development Services and were available on the Town's website for the notice period. Staff in the Development Services office were available to respond to questions prior to the Public Hearing.

3.3 Submissions

Mr. Belobaba advised that the Town had received two written submissions relating to the proposed bylaw. These submissions were distributed to Council as a late agenda item, posted on the Town's website, and were available at the meeting.

3.4 Call for Submissions to Council (Three Times) - Mayor Beeston

Mayor Beeston called for submissions from the public.

Mayor Beeston called for submissions a second time.

Mayor Beeston called for submissions a third time and final time.

Mayor Beeston asked the Corporate Officer, S. Bouma, if any submissions had been received during the Hearing. The Corporate Officer advised that a follow-up submission had been received and read it into the Corporate Record. The submission from C. Mathers expressed concerns regarding potential duplication or replacement of Policy 3.14 in the Official Community Plan (OCP Bylaw 2022, No. 2200) and encouraged Council and staff to address this policy overlap to ensure coherence and accurate integration into the existing framework.

3.5 Declaration that the Public Hearing for Bylaw No. 2205 is Closed - Mayor Beeston

Hearing no comments and receiving no further submissions, Mayor Beeston declared the Public Hearing for Bylaw No. 2205 closed at 6:06 p.m. and stated that no further submissions or comments from the public or interested persons could be accepted by members of Council.

4. BYLAWS - OFFICIAL COMMUNITY PLAN AND ZONING (SUBJECT OF THE PUBLIC HEARING)

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

CS 2025-096

That Council give third reading and adopt “Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205.”

Motion Carried

5. MINUTES

5.1 Minutes of the Regular Meeting of Council held April 1, 2025

CS 2025-097

That Council approve the minutes of the Regular Meeting of Council held April 1, 2025.

Motion Carried

6. DELEGATIONS

CS 2025-098

By unanimous consent Council agreed to move Item 6. Delegations, to a point further in the agenda because the meeting had progressed ahead of schedule and the representative was not yet in attendance.

Motion Carried

7. PROCLAMATIONS

7.1 Safety and Health Week - May 5-10, 2025

Mayor Beeston proclaimed May 5-10, 2025 as "Safety and Health Week" in the Town of Ladysmith.

8. REPORTS

8.1 Arts and Heritage Hub Building Lease Rates

CS 2025-099

That Council consider separately each recommendation for Item 8.1, "Arts and Heritage Hub Building Lease Rates".

Motion Carried

OPPOSED: Councillor Paterson.

CS 2025-100

That Council approve the lease rate, per square foot, for the leasable space within the Machine Shop building, the Loci Shop and the Car Shop, as presented in the April 15, 2025 staff report by the Director of Parks, Recreation & Culture.

Motion Carried

CS 2025-101

That Council direct the Director of Parks, Recreation & Culture to present the determined lease rates and structure to the previous user groups of the Machine Shop and the current occupants of the Loci and Car Shops to gauge interest in formalizing lease arrangements.

Motion Carried

OPPOSED: Councillor Jacobson.

6. DELEGATIONS

6.1 MNP, Auditors for the Town

Cory Vanderhorst, MNP, provided Council with an overview of the 2024 Audit Findings. He stated that this is an unqualified or clean audit and thanked Town staff for their cooperation during the audit. Mr. Vanderhorst and the Director of Finance responded to questions from Council.

CS 2025-102

That Council accept the 2024 Audit Findings report and the draft 2024 Financial Statements as presented by MNP, auditors for the Town of Ladysmith.

Motion Carried

8. REPORTS - CONTINUED

8.2 Purchase of Folding Machine

CS 2025-103

That Council approve the purchase of a Folder Inserter machine for up to \$20,000 with the funds to come from appropriated equity and amend the 2025-2029 Financial Plan accordingly.

Motion Carried

8.3 UBCM - Next Generation 911 Grant

CS 2025-104

That Council:

1. Support the Town's application to the UBCM Local Government Program Services Next Generation 911 (NG911) grant for the purchase and installation of NG911-compatible Mobile Computer Aided Dispatch (CAD) agents (mobile data terminals) in Fire Department vehicles;
2. Confirm its willingness to provide overall grant management subject to receipt of grant funding; and

3. If the grant funding is successful, amend the 2025-2029 Financial Plan accordingly.

Motion Carried

9. BYLAWS

9.1 Bylaws for Introduction

9.1.1 2025 Property Tax Bylaws

CS 2025-105

That Council give first, second and third readings to:

- “Property Tax Rates Bylaw 2025, No. 2209”;
- “Sewer Parcel Tax Bylaw 2025, No. 2210”; and
- “Water Parcel Tax Bylaw 2025, No. 2211”.

Motion Carried

9.2 Bylaws for Adoption

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

CS 2025-106

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

Motion Carried

9.3 Bylaw Status Sheet

10. UNFINISHED BUSINESS

10.1 Motion to Rescind Resolution CS 2025-089

Councillor Gourlay addressed Council regarding his notice of motion to rescind the resolution passed at the April 1, 2025, Regular Council Meeting (CS 2025-089).

He emphasized that the definition of community groups within the resolution needs to be clarified and noted that the public have various channels to provide feedback to Council. He stressed the importance of distinguishing between the governance role of Council and operational matters, expressing concern that the current wording of the resolution could create unnecessary challenges in service delivery.

CS 2025-107

That Council rescind resolution 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

OPPOSED: Councillor Paterson.

11. QUESTION PERIOD

A member of the public requested clarification on the financial statements in the audit report, specifically regarding short-term deposits and property tax assessed values. Additionally, they inquired about the available options for financial support for community groups leasing the Arts and Heritage Hub buildings.

12. ADJOURNMENT

CS 2025-108

That this Public Hearing and Regular Meeting of Council be adjourned at 7:09 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)