



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, November 4, 2025

6:30 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 Marsh Stevens
Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Tim Tanton

Sue Bouma
Nick Pescod
Hayley Young

1. CALL TO ORDER

Mayor Beeston called this Meeting of Council to order at 6:30 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2025-273

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; and
- (d) the security of the property of the municipality.

Motion Carried

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

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 unceded territory of the Stz'uminus First Nation.

In addition, Mayor Beeston addressed a comment raised at the previous meeting regarding the protocol for admitting late agenda items and confirmed that the proper procedure had been followed.

4. AGENDA APPROVAL

CS 2025-274

That Council approve the agenda for this Regular Meeting of Council for November 4, 2025.

Motion Carried

5. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 6:48 p.m. without report.

The following item from the Closed Meeting of Council held October 7, 2025 was reported:

CE 2025-067

That Council:

1. Direct the Mayor and Corporate Officer to execute the License of Occupation and Use Agreement with the Ladysmith Community Gardens Society for use of the Ladysmith Community Garden located on a portion of High Street Park for a 5-year period from June 1, 2026 until May 31, 2031; and
2. Rise and report on this item once the agreement is signed by both parties.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held October 21, 2025

CS 2025-275

That Council approve the minutes of the Regular Meeting of Council held October 21, 2025.

Motion Carried

7. DELEGATIONS

7.1 Andrea Rosato-Taylor, President, Ladysmith Arts Council

Andrea Rosato-Taylor, President of the Arts Council of Ladysmith and District, emphasized the vital role arts and culture play in Ladysmith's economy, citing their contributions to tourism, local business growth and community development.

She highlighted programming successes, including gallery attendance and artist exhibitions, and noted that the Council remains volunteer-run, with grant funding supporting its operations. She added that future efforts will focus on developing the Arts and Heritage Hub as a vibrant creative space.

Ms. Rosato-Taylor answered Council's questions, and Council expressed sincere appreciation for the Arts Council's partnership and invaluable service to the Town.

8. ANNUAL APPOINTMENTS

8.1 Deputy Mayor

Mayor Beeston made the following appointments for Deputy Mayor in 2026:

November 2025 to April 2026: Councillor Jacobson.

May 2026 to October 2026: Councillor Paterson.

8.2 Parcel Tax Review Panel

CS 2025-276

That Council appoint Councillors Gourlay, Jacobson and McKay to the 2026 Parcel Tax Review Panel.

Motion Carried

8.3 Cowichan Valley Regional District Director

CS 2025-277

That Council appoint Mayor Beeston as the Town of Ladysmith Director on the Cowichan Valley Regional District Board for the 2025/26 term.

Motion Carried

OPPOSED: Councillors Jacobson and Stevens.

8.4 Cowichan Valley Regional District Alternate Director

CS 2025-278

That Council appoint Councillor McKay as the Town of Ladysmith Alternate Director on the Cowichan Valley Regional District Board for the 2025/26 term.

Motion Carried

OPPOSED: Councillor Stevens.

8.5 Vancouver Island Regional Library Board Director

CS 2025-279

That Council appoint Mayor Beeston as Director to the Vancouver Island Regional Library Board for the 2026 term.

Motion Carried

8.6 Vancouver Island Regional Library Board Alternate Director

CS 2025-280

That Council appoint Councillor Virtanen as the Alternate Director to the Vancouver Island Regional Library Board for the 2026 term.

Motion Carried

8.7 Standing and Community Committee Representatives

Mayor Beeston made the following appointments to Council Advisory Commissions and Committees:

Committee of the Whole

November 2025 to April 2026

- Chair: Councillor Jacobson.
- Vice Chair: Councillor Paterson.

May 2026 to October 2026

- Chair: Councillor Paterson.
- Vice Chair: Councillor Jacobson.

All Members of Council are Members of CoW.

Waterfront Implementation Committee

- Council Liaison: Mayor Beeston.
- Council Liaison: Councillor Paterson.
- Council Liaison: Councillor McKay.

Cowichan North Recreation Commission

- Council Liaison: Councillor McKay.
- Council Liaison: Councillor Jacobson.
- Alternate: Councillor Gourlay.
- Alternate: Councillor Paterson.

Community Planning Advisory Committee

- Council Liaison: Councillor Virtanen.
- Alternate: Councillor Paterson.

Parks, Recreation & Culture Advisory Committee

- Council Liaison: Councillor Virtanen.
- Alternate: Councillor Jacobson.

Accessibility Advisory Committee

- Council Liaison: Councillor Jacobson.
- Alternate: Councillor Paterson.

Liquid Waste Management Committee

- Council Liaison: Councillor Paterson.
- Council Liaison: Councillor Gourlay.
- Council Liaison: Councillor Jacobson.

Public Art Committee

- Council Liaison: Councillor McKay.
- Alternate: Councillor Jacobson.

Stocking Lake Advisory Committee

- Chair: Mayor Beeston.
- Council Liaison: Councillor McKay.

Celebrations Committee

- Council Liaison: Councillor Virtanen.
- Alternate: Councillor Jacobson.

Ladysmith Festival of Lights

- Council Liaison: Councillor Gourlay.
- Alternate: Councillor McKay.

Ladysmith Chamber of Commerce

- Council Liaison: Councillor Paterson.
- Alternate: Councillor McKay.

Ladysmith Downtown Business Association

- Council Liaison: Councillor Gourlay.
- Alternate: Councillor Jacobson.

Social Planning Cowichan

- Council Liaison: Councillor Paterson.
- Alternate: Councillor Jacobson.

Board of Education of School District 68 Long Range Facilities Planning Advisory Committee

- Council Liaison: Mayor Beeston.
- Alternate: Councillor Virtanen.

Our Cowichan Community Health Network

- Council Liaison: Councillor Gourlay.

9. PROCLAMATIONS

9.1 Louis Riel Day - November 16, 2025

Mayor Beeston proclaimed November 16, 2025 as "Louis Riel Day" in the Town of Ladysmith.

10. COMMITTEE MINUTES

10.1 Public Art Committee - October 8, 2025

CS 2025-281

That Council receive the minutes of the Public Art Committee meeting held October 8, 2025.

Motion Carried

10.2 Parks, Recreation & Culture Advisory Committee - October 15, 2025

CS 2025-282

That Council receive the minutes of the Parks, Recreation & Culture Committee held October 15, 2025.

Motion Carried

11. 2026-2030 FINANCIAL PLAN DISCUSSIONS - WATER & SEWER - OPERATING & CAPITAL

11.1 Presentation and Council Discussion

The Director of Financial Services provided a presentation on the Water and Sewer Budgets for 2026.

11.2 Public Input & Questions

A member of the public thanked Council for not increasing the parcel tax, expressed concern about the impact of rising taxes on seniors with fixed incomes, and asked for clarification on employment costs for water services.

11.3 Water and Sewer Budgets 2026

CS 2025-283

That Council direct staff to:

1. Amend the "Sewer Rates Bylaw 1966, No. 422, Amendment Bylaw 1999, No.1360" to include a 3% increase to the rates;
2. Prepare the 2026 Sewer Parcel Tax bylaw for \$362 per parcel;
3. Amend the "Waterworks Regulation Bylaw 1999, No.1298" to include a 3% increase to the rates;
4. Prepare the 2026 Water Parcel Tax bylaw for \$459 per parcel; and
5. Return to a future meeting of Council with updated information regarding the 2025-IS-09 Residential Curbside Waste Collection Services bid, including the outcome of negotiations with the selected proponent to revert to the original tendered amount following the proposed bin size adjustment.

Motion Carried

12. BYLAWS

12.1 Bylaw Status Sheet

13. CORRESPONDENCE

13.1 Request for Support - 2026 Softball BC Western Canadian Championship

CS 2025-284

That Council provide a letter of support to the Ladysmith Softball Association's application to host the 2026 Softball BC Western Canadian Championship.

Motion Carried

14. NEW BUSINESS

14.1 Emergency Management Cowichan 2026 Regional Grants

CS 2025-285

That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Support Services 2026 grant funding up to \$150,000 on behalf of the Town of Ladysmith.

Motion Carried

CS 2025-286

That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the UBCM Community Emergency Preparedness Fund Emergency Operations Centre 2026 grant funding up to \$150,000 on behalf of the Town of Ladysmith.

Motion Carried

CS 2025-287

That Council authorize the Cowichan Valley Regional District to apply for, receive, and manage the 2025 UBCM Community Resiliency Investment FireSmart Community Support Fund up to \$200,000 on behalf of the Town of Ladysmith.

Motion Carried

CS 2025-288

That Council authorize the Cowichan Valley Regional District to manage the 2025/26 funds received on behalf of the Town of Ladysmith to organize a collaborative approach to emergency management agreements with Indigenous Governing Bodies in the Cowichan Region.

Motion Carried

15. QUESTION PERIOD

A member of the public asked for clarification on the process for grants and borrowing for the construction of the UV phase decontamination, and how receipt of funding would affect other projects.

16. ADJOURNMENT

CS 2025-289

That this Regular Meeting of Council be adjourned at 8:40 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)