LADYSMITH

MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, December 16, 2025
5:04 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
Jake Belobaba
Sue Bouma
Nick Pescod
Hayley Young

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1. CALL TO ORDER

Mayor Beeston called this Meeting of Council to order at 5:04 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2025-336

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:

- (d) the security of the property of the municipality.
- (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;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

- 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;* and
- (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.

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 traditional territory of the Stz'uminus First Nation.

4. AGENDA APPROVAL

CS 2025-337
That Council approve the agenda for this Regular Meeting of Council for December 16, 2025.
Motion Carried

5. RISE AND REPORT- Items from Closed Session

Council rose from Closed Session at 6:14 p.m. with report on the following:

CE 2025-099
That Council:

3. Direct staff to include amendments to the Town's DCC program for the acquisition of the Arbutus Hump "Option Lands" in the Development Cost Charge Review;
4. Authorize staff to apply for any available grant or funding program for the purpose of acquiring the Arbutus Hump Options Lands.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held December 2, 2025

CS 2025-338
That Council approve the minutes of the Regular Meeting of Council held December 2, 2025, as amended to record Councillor Stevens' opposition to resolution CS 2025-327.
Motion Carried

7. PRESENTATION

7.1 Mike Smith, Ladysmith Golf Club Society

Mike Smith provided an overview of the history and development of the course and its landscaping, including a summary of financial information. He outlined staffing and volunteer involvement, the organization's mandate to encourage participation in the sport, including junior programming, and described existing sponsorships and scholarships.

Mr. Smith noted that usage increased significantly following COVID-19. He also spoke to the cooperative and valued relationship with the Town for watering and maintenance of the greens through shared equipment, noted that the greens enhance tourism in the community, and extended an invitation to Council members to visit the course. Council thanked Mr. Smith for his presentation and work in the community.

8. COMMITTEE MINUTES

8.1 Community Planning Advisory Committee - December 3, 2025

CS 2025-339
That Council receive the minutes of the Community Planning Advisory Committee meeting held December 3, 2025.
Motion Carried

9. REPORTS

9.1 2026 Budget Deliberations – General Capital and General Operations Update

CS 2025-340
That Council:

1. Confirm the general budget municipal tax levy at $9,220,183 or 5.82% budget increase; and
2. Provide early budget approval for the following projects:
    - Uplands Remediation – Final Phase for $200,000;
    - Public Engagement – City Hall Options for $40,000;
    - Brown Drive Park Playground Replacement for $210,500;
    - Forrest Field Artificial Turf Replacement for $1,190,000;
    - Watermain Replacement - Buller 4th-6th for $400,000;
    - Articulating Loader – Compost for $200,000; and
    - Storm Main - French Street to Kitchener Street for $27,005.

Motion Carried

9.2 2026 Utility Due Dates

CS 2025-341

That Council approve the following utility billing due dates:

- February 26, 2026 for the period October to December, 2025;
- May 28, 2026 for the period January to March, 2026;
- August 27, 2026 for the period April to June, 2026; and
- November 26, 2026 for the period July to September, 2026.

Motion Carried

9.3 Lot 108 Park Implementation - Phase 2 Tender Results

CS 2025-342

That Council award tender 2025-PRC-02 Forrest Field Phase 2 to In the Dirt Contracting for a total of $613,162.50, excluding optional items, and defer the Bike Park project from Phase 2 to a future phase.

Motion Defeated

OPPOSED: All members of Council.

CS 2025-343

Direct staff to increase the overall budget for the Forrest Field Phase 2 project to $907,072 with the additional $100,000 to come from Gas Tax reserves, and award tender 2025-PRC-02 Forrest Field Phase 2 to In the Dirt Contracting for a total of $648,917.50.

Motion Carried

9.4 Remedial Action Requirement - 670 Farrell Road

By unanimous consent, Council decided to consider subsection 7 of the recommendation for Item 9.4 “Remedial Action Requirement - 670 Farrell Road” separately.

CS 2025-344

That Council:

1. Declare the runoff from the property with the legal description Lot 12 District Lot 41 Oyster District Plan EPP119981 (670 Farrell Road) (the “Subject Property”) and described in the December 16, 2025 staff report to Council, a nuisance pursuant to section 74(1)(c) of the *Community Charter*;

2. Declare the piles of soil at the Subject Property and described in the December 16, 2025 staff report to Council (the “Piles of Soil”),

to be structures that are in an unsafe condition pursuant to section 73(1)(a) of the *Community Charter*, and a nuisance pursuant to section 74(1)(a) of the *Community Charter;*

3. Pursuant to section 72 of the *Community Charter,* require the owner to complete the following remedial actions, with required permits, no later than January 27, 2026:
   a. Installing a “leave strip” at the bottom of the Subject Property immediately adjoining Farrell Road, under the supervision of a professional engineer, or a suitable alternative acceptable to the Town Engineer, to capture runoff from the site and decant it into the Town’s stormwater system;

   b. Replacing silt fencing, soil coverings and silt traps currently in place with semi-permanent erosion and sediment control measures, on the Subject Property, under the supervision of a professional engineer, or a suitable alternative acceptable to the Town Engineer to capture runoff from the site and decant it into the Town’s stormwater system; and

   c. Removing the large piles of soil from the Subject Property;

4. Direct staff to issue notice of the remedial action requirements to the owner and charge holders pursuant to section 77 of the *Community Charter;*

5. Direct staff to undertake the remedial action outlined under recommendation 3, without further notice, and at the owner’s expense, if the remedial action is not completed by the owner by January 27, 2026; and

6. Direct staff to recover any municipal costs incurred in fulfilling the remedial action outlined under recommendation 3, pursuant to section 17(1) and 17(2) of the *Community Charter.*

Motion Carried

CS 2025-345

7. That the Town's response to the Developer's request for endorsement and prioritized permit processing for a proposed seniors housing project on the Subject Property be limited to:
   Confirming bylaw requirements and the status of permits; and
   Advising that the Town is not in a position at this time to expedite or otherwise prioritize any permit applications for any proposed projects.

Motion Carried

10. BYLAWS

10.1 Bylaws for Adoption

10.1.1 "Garbage, Recyclables and Organics Bylaw 2005, No. 1588, Amendment Bylaw 2025, No. 2225"

CS 2025-346

That Council adopt "Garbage, Recyclables and Organics Bylaw 2005, No. 1588, Amendment Bylaw 2025, No. 2225".

Motion Carried

OPPOSED: Councillor Stevens.

10.1.2 "Sanitary Sewer Rate Bylaw 1999, No. 1299, Amendment Bylaw 2025, No. 2227"

CS 2025-347

That Council adopt "Sanitary Sewer Rate Bylaw 1999, No. 1299, Amendment Bylaw 2025, No. 2227".

Motion Carried

10.1.3 "Waterworks Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2025, No. 2228"

CS 2025-348

That Council adopt "Waterworks Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2025, No. 2228".

Motion Carried

10.1.4 "2026 Revenue Anticipation Borrowing Bylaw 2025, No. 2229"

CS 2025-349
That Council adopt "2026 Revenue Anticipation Borrowing Bylaw 2025, No. 2229".
Motion Carried

10.1.5 "Town of Ladysmith Inter-Community Business Licence Bylaw 2025 No. 2230"

CS 2025-350
That Council adopt "Town of Ladysmith Inter-Community Business Licence Bylaw 2025 No. 2230".
Motion Carried

10.2 Bylaw Status Sheet

11. CORRESPONDENCE

11.1 Consultation on Bill M216

CS 2025-351
That Council authorize the Mayor to sign the letter prepared by staff in response to Bill M216.
Motion Carried
OPPOSED: Paterson and Virtanen.

12. NEW BUSINESS

12.1 CVRD Referral Response Request – Mañana Resort & Marina Expansion Proposal

CS 2025-352
That Council submit comments to the CVRD in support of the proposed marina redevelopment and expansion project at 4760 Brenton-Page Road (CVRD Rezoning File No. RZ25H01), as detailed in the Development Services Department report dated December 16, 2025.
Motion Carried

12.2 Notice of Motion

CS 2025-353
That Council amend the 2025 Council Minutes for the following meetings — April 1 and 15; May 6 and 20; June 3; July 8 and 22; August 5; September 2 and 16; October 7 and 21; November 4; and December 2 —

by adding, immediately following the Land Acknowledgement in each set of minutes, the following administrative note:

'During the meeting, the Mayor's reading of the Land Acknowledgement did not include the term "unceded," as referenced in Council Resolution CS-2025-___'

Councillor Jacobson noted that she would like the administrative note included in the December 16, 2025 minutes as well.

CS 2025-354
AMENDMENT
That Council amend Resolution CS 2025-353 by substituting all wording following "October 7 and 21" with *"to accurately reflect the wording spoken during the Land Acknowledgement."*
Motion Carried
OPPOSED: Councillors Jacobson and Stevens.

Resolution CS 2025-353, as amended, reads:
That Council amend the 2025 Council Minutes for the following meetings — April 1 and 15; May 6 and 20; June 3; July 8 and 22; August 5; September 2 and 16; October 7 and 21—to accurately reflect the wording spoken during the Land Acknowledgement.
OPPOSED: Councillors Jacobson and Stevens.
Main Motion, as Amended, Carried

13. QUESTION PERIOD

A member of the public asked questions regarding the financial implications of turf replacement, including maintenance requirements and the cost viability of natural versus artificial turf, and the amount of the proposed borrowing ceiling.

Another member of the public asked for clarification on the budget amount for the Lot 108 Park Implementation – Phase 2 project, whether flashing crosswalks had been considered as part of the current year's capital budget, and the rationale, if not.

A third member of the public asked whether the developer responsible for the existing development at 670 Farrell Road was also associated with the potential new project at that location.

14. ADJOURNMENT

CS 2025-355
That this Regular Meeting of Council be adjourned at 8:24 p.m.
Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)