



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, January 20, 2026

6:00 P.M.

**Ladysmith Seniors Centre
630 2nd Avenue**

Council Members Present:

Deputy Mayor Amanda Jacobson
Councillor Ray Gourlay
Councillor Tricia McKay

Councillor Duck Paterson
Councillor Marsh Stevens
Councillor Jeff Virtanen

Council Members Absent:

Mayor Deena Beeston

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Jake Belobaba

Tim Tanton
Sue Bouma
Nick Pescod
Hayley Young

1. CALL TO ORDER AND ACKNOWLEDGEMENT

Deputy Mayor Jacobson assumed the Chair and called this Regular Meeting of Council to order at 6:00 p.m., recognizing with gratitude that it was taking place on the unceded territory of the Stz'uminus First Nation.

2. AGENDA APPROVAL

CS 2026-001

That Council approve the agenda for this Regular Meeting of Council for January 20, 2026, as amended to include Item 7.6, "Grant In Aid Policy – 2025 Revisions".

Motion Carried

3. RISE AND REPORT- Items from Closed Session

The following item from the Closed Meeting of Council held December 2, 2025 was reported:

At the December 2, 2025 Closed Council Meeting, S/Sgt. Trevor Busch made a presentation to Council regarding the RCMP Detachment Five Year Plan.

4. MINUTES

4.1 Minutes of the Regular Meeting of Council held December 16, 2025

CS 2026-002

That Council approve the minutes of the Regular Meeting of Council held December 16, 2025.

Motion Carried

5. DELEGATIONS

5.1 Quentin Goodbody, President, Ladysmith and District Historical Society (LDHS)

Quentin Goodbody spoke to Council regarding BC Heritage Week and the upcoming heritage awards ceremony. He extended an invitation to Council to attend the awards ceremony and First Nations Community Dinner. Council thanked Mr. Goodbody for his presentation.

6. REQUEST FOR RECONSIDERATION OF REMEDIAL ACTION

6.1 670 Farrell Road

The remediation reconsideration request for 670 Farrell Road was called; however, the property owner was not in attendance. Council agreed to return to the item later in the meeting once the owner was present.

7. REPORTS

7.1 Request for Additional RCMP Members

CS 2026-003

That Council:

1. Authorize and include in the 2026-2030 Financial Plan an increase of one (1) regular member assigned to the Ladysmith RCMP Municipal Police Unit starting in 2027 and request an amendment to the Municipal Police Unit Agreement with the Minister of Public Safety and Solicitor General reflecting a total of 9 municipally-funded members in the 2027/28 RCMP fiscal year; and

2. Authorize and include in the 2026-2030 Financial Plan an increase of one (1) regular member assigned to the Ladysmith RCMP Municipal Police Unit starting in 2029 and request an amendment to the Municipal Police Unit Agreement with the Minister of Public Safety and Solicitor General reflecting a total of 10 municipally-funded members in the 2029/30 RCMP fiscal year.

Motion Carried

7.2 2026 Distribution of Property Value Taxes

CS 2026-004

That Council direct staff to prepare the 2026-2030 Financial Plan bylaw with allocating the 2026 property value taxes as follows:

- Class 1 at 74.82%;
- Class 4 at 10.28%;
- Class 6 at 13.04%; and
- 1.86% to the remaining classes.

Motion Carried

7.3 Appointment of Chief Election Officer and Deputy Chief Election Officer – 2026 General Local Election

CS 2026-005

That Council appoint the following individuals as officers for the Town of Ladysmith 2026 General Local Election:

- Sue Bouma, Manager of Corporate Services, as Chief Election Officer; and
- Hayley Young, Corporate Services Administrative Coordinator, as Deputy Chief Election Officer.

Motion Carried

7.4 Ladysmith Harbour Economic Development Corporation 2026 Annual General Meeting

CS 2026-006

That Council, as the sole shareholder of the Ladysmith Harbour Economic Development Corporation entitled to vote at an annual general meeting, resolve that:

1. The financial statements of the Company for the period ended December 31, 2024 are hereby approved;
2. The number of directors of the Company is hereby fixed at five;

3. The following persons, each of whom has consented to act as a director, are hereby elected as directors of the Company, to hold office until the next annual general meeting of the Company (or unanimous resolutions consented to in lieu of holding an annual general meeting) or until their successors are appointed:
 - Allison McCarrick
 - Jake Belobaba
 - Erin Anderson
 - Chief John Elliott
 - Roberta Bowman
4. Palmer Leslie, Chartered Professional Accountants are hereby appointed auditors for the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors; and
5. January 20, 2026 is selected as the annual reference date for the Company for its current annual reference period.

These resolutions shall be deemed to be effective as of January 20, 2026.

Motion Carried

7.5 Accessibility Plan

CS 2026-007

That Council:

1. Approve the Accessibility Plan as presented and recommended by the Accessibility Advisory Committee; and
2. Direct staff to implement accessible communication tools, including a dedicated email address and online form, to facilitate ongoing public reporting of accessibility barriers within the Town.

Motion Carried

7.6 Grant In Aid Policy – 2025 Revisions

CS 2026-008

That Council approve the 2025 revisions to the Grant in Aid Policy 05-1850-A as presented at the January 20, 2026 meeting by the Director of Financial Services.

Motion Carried

OPPOSED: Councillor Stevens.

8. BYLAWS

8.1 Bylaw Status Sheet

9. CORRESPONDENCE

9.1 Letter of Support Request - Youth Shelter and Transitional Housing

CS 2026-009

That Council, in response to the January 12, 2026 correspondence from Guido Weisz regarding the Mischa Lelum youth emergency shelter and the proposed youth transitional housing initiative, provide a letter of support to the Executive Director of the Canadian Mental Health Association - Cowichan Valley Branch.

Motion Carried

6. REQUEST FOR RECONSIDERATION OF REMEDIAL ACTION

6.1 670 Farrell Road

Council returned to the remediation reconsideration request for 670 Farrell Road, as the property owner was in attendance.

Prior to consideration, the Deputy Mayor outlined the process under section 78(3) of the *Community Charter*, including time limits, the scope of submissions, and the procedure to be followed by Council.

The property owner appeared before Council to request reconsideration of the remediation requirements for the property and provided a presentation in support of the request. Council received the presentation.

CS 2026-010

That Council:

1. Having heard from the owner pursuant to section 78(3) of the *Community Charter*, confirm the Remedial Action Requirement under Council resolution CS 2025-344;
2. Require the owner to complete the remedial actions as specified in Council resolution CS 2025-344 no later than February 23, 2026; and
3. Direct staff to undertake the remedial action outlined in Council resolution CS 2025-344, without further notice, and at the owner's expense, if the remedial action is not completed by the owner by February 23, 2026.

Motion Carried

10. NEW BUSINESS

10.1 2026 Conference Attendance

10.1.1 Association of Vancouver Island Coastal Communities

CS 2026-011

By unanimous consent, Council appointed Councillors Gourlay and McKay to join the mayor at the Association of Vancouver Island and Coastal Communities annual convention to be held April 24-26, 2026 in Victoria.

10.1.2 Union of British Columbia Municipalities

CS 2026-012

By unanimous consent, Council appointed Councillor McKay and Jacobson to join the mayor at the Union of British Columbia Municipalities annual convention to be held September 14-18, 2026 in Vancouver.

10.1.3 Federation of Canadian Municipalities

CS 2026-013

By unanimous consent, Council appointed Councillor Gourlay to join the mayor at the Federation of Canadian Municipalities annual convention to be held June 4-7, 2026 in Edmonton.

10.1.4 Vancouver Island Economic Alliance

CS 2026-014

By unanimous consent, Council appointed Councillor Gourlay to join the mayor at the Vancouver Island Economic Alliance annual summit to be held October 20-22, 2026 in Nanaimo.

10.2 Notice of Motion

CS 2026-015

WHEREAS good governance requires good process;

Be it resolved that the following be added to Council Procedure Bylaw 2009, No. 1666 and the Terms of Reference of all Town Committees and Commissions, in keeping with Roberts Rule of Order for formal settings.

“In order to make, or amend a moved and seconded Motion, the Chair must temporarily yield the Chair to the Deputy Mayor (or Vice Chair in the case of Committees/Commissions) and sit as a regular member for the duration of the Motion’s debate and vote.”

Motion Defeated

OPPOSED: Councillors Gourlay, McKay, Paterson and Virtanen.

11. QUESTION PERIOD

A member of the public asked whether the presentation regarding distribution of property value taxes would be made publicly available.

Another member of the public asked a question regarding property tax assessment calculations.

12. ADJOURNMENT

CS 2026-016

By unanimous consent, Council adjourned the Regular Meeting of Council at 7:35 p.m.

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)