



MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, February 3, 2026

6:45 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 (*Via Zoom*)

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Tim Tanton

Sue Bouma
Nick Pescod
Hayley Young

LAND ACKNOWLEDGEMENT

1. CALL TO ORDER

Mayor Beeston called this Meeting of Council to order at 6:45 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2026-017

That, in accordance with section 90(2) of the *Community Charter*, Council retire into closed session in order to consider items related to the following:

- (b) the consideration of information received and held in confidence relating to negotiations
 - (ii) between the municipality and another local government or between another local government and a third party, or

- (iii) between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party.

Motion Carried

Council rose from Closed Session at 6:53 p.m. without report.

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

Mayor Beeston called this Regular Meeting of Council to order at 7:00 p.m.

4. AGENDA APPROVAL

CS 2026-018

That Council approve the agenda for this Regular Meeting of Council for February 3, 2026, as amended to add an updated version of two slides for the Item 6.1 delegation presentation, reflecting minor corrections to the title date and the 2025 Municipal and Regional District (MRDT) revenue figure.

Motion Carried

5. MINUTES

5.1 Minutes of the Regular Meeting of Council held January 20, 2026

CS 2026-019

That Council approve the minutes of the Regular Meeting of Council held January 20, 2026.

Motion Carried

6. DELEGATIONS

6.1 Calum Matthews, Tourism Cowichan

Kenzie Knight, Tourism Cowichan BC, provided a brief introduction to Tourism Cowichan and introduced Calum Matthews of 4EVER Strategies, who delivered a presentation outlining the Municipal & Regional District Tax (MRDT) program, its process, regional value, and the project renewal timeline. Mr. Matthews responded to Council's questions.

7. PROCLAMATIONS

7.1 BC Heritage Week

Mayor Beeston proclaimed February 16-22, 2026 as "BC Heritage Week" in the Town of Ladysmith.

8. COMMITTEE MINUTES

8.1 Committee of the Whole - January 27, 2026

CS 2026-020

That Council:

1. Approve the allocated amounts of the 2026 Grant in Aid requests as follows:

| | |
|--|----------|
| Ladysmith Chemainus Swim Club Society | 1,000.00 |
| Ladysmith Pilots Baseball Club | 2,500.00 |
| Take A Hike Youth Mental Health Foundation | 1,875.00 |
| Ladysmith Little Theatre Society | 2,100.00 |
| Ladysmith & District Historical Society | 500.00 |
| Big Brothers Big Sisters of Central Vancouver Island | 1,125.00 |
| Ladysmith Lugnuts Car Club | 1,500.00 |
| Ladysmith & District Marine Rescue Society | 1,625.00 |
| Royal Canadian Legion Ladysmith Branch 171 | 7,495.00 |
| Ladysmith Friends & Family Society | 1,000.00 |
| Mid-Island Air Search & Rescue Society | 2,340.00 |
| Old English Car Club of BC | 375.00 |
| Cowichan Family Caregivers Support Society | 2,063.00 |
| Ladysmith Pride Society | 5,000.00 |
| Friends of Holland Creek Society | 1,500.00 |
| Ladysmith Downtown Business Association | 2,500.00 |

2. Direct staff to prepare a report outlining a Cemetery Facilities Plan.

Motion Carried

9. CVRD Update

Mayor Beeston reported that the CVRD tax increase was finalized at just under 4% and that free tipping for yard and garden waste would be discontinued and replaced with a minimum user fee, resulting in an estimated tax decrease of about \$1 per \$100,000 of assessed value. It was further reported that Association of Vancouver Island and Coastal Communities (AVICC) resolution priorities were set to focus on forestry and private managed forest lands.

10. REPORTS

10.1 Adjustment to Water Billing Account – 2025 Q3

CS 2026-021

That Council provide a bill adjustment due to a water leak for Account No. 000-1039100-000 in the amount of \$586.97.

Motion Carried

10.2 BC Hydro ReGreening Grant 2026 Intake

CS 2026-022

That Council direct staff to apply for the 2026 BC Hydro ReGreening Program for a grant of \$5,000, with the funds to be used to support restoration and replanting within the Holland Creek area, and include the program in the 2026-2030 Financial Plan.

Motion Carried

10.3 Contract 2025-IS-19 Award - Diamond PRV Replacements

CS 2026-023

That Council:

1. Direct staff to include in the 2026-2030 Financial Plan \$450,000 for the Diamond PRV Replacements project with \$225,000 to be paid by the Diamond Improvement District, \$165,000 to come from the previous year budget and an additional \$60,000 to come from the Water Capital Reserve; and
2. Award Contract 2025-IS-19 in the amount of \$385,450.80 (including GST) to Knappett Industries (2006) Ltd.

Motion Carried

10.4 City Hall Public Engagement Support

CS 2026-024

That Council waive the competitive bidding process in Purchasing Policy 5-1790-D and authorize staff to sole-source a contract with AHNE Studio in an amount not to exceed \$40,000 (excluding taxes) for public engagement to explore options for a future City Hall.

Motion Carried

11. BYLAWS

11.1 Bylaw Status Sheet

12. QUESTION PERIOD

There were no questions from the public.

13. ADJOURNMENT

CS 2026-025

That this Regular Meeting of Council be adjourned at 7:53 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)