



TOWN OF LADYSMITH

A MEETING OF THE MUNICIPAL SERVICES COMMITTEE
WILL BE HELD IN COUNCIL CHAMBERS, CITY HALL
MONDAY, JANUARY 11, 2016
6:30 P.M.

Mandate –To advise Council on a broad spectrum of issues related to departmental matters

CALL TO ORDER

1. AGENDA APPROVAL

2. MINUTES

2.1. Minutes of the Municipal Services Committee Meeting held October 13,
2015..... 1 - 2

3. REPORTS

3.1. Building Inspector's Quarterly Report (October to December 2015) 3

3.2. Ladysmith Fire/Rescue Reports (October to November 2015)..... 4 - 5

4. COUNCIL SUBMISSIONS

5. NEW BUSINESS

ADJOURNMENT



TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE MUNICIPAL SERVICES COMMITTEE
TUESDAY, OCTOBER 13, 2015
COUNCIL CHAMBERS, CITY HALL
6:00 P.M.

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett (Chair)	Councillor Cal Fradin	Councillor Joe Friesenhan
Councillor Carol Henderson	Councillor Duck Paterson	

COUNCIL MEMBERS ABSENT:

Councillor Rob Hutchins	Mayor Aaron Stone
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STAFF PRESENT:

Ruth Malli	Felicity Adams	Erin Anderson
John Manson	Clayton Postings	Joanna Winter

CALL TO ORDER

Councillor Arnett called this Municipal Services Committee meeting to order at 6:00 p.m.

AGENDA APPROVAL

MS 2015-047

Moved and seconded:

That the agenda for this meeting of the Municipal Services Committee be approved as circulated.

Motion carried.

MINUTES

MS 2015-048

Moved and seconded:

That the minutes of the Municipal Services Committee meeting held July 20, 2015 be approved.

Motion carried.

REPORTS

City Manager's Quarterly Report

The City Manager introduced her quarterly report to the Committee, and responded to questions.

Council requested that staff ensure there is a photograph of the sign at the Stz'uminus Midden on the Town's website.

MS 2015-049

Moved and seconded:

That the Municipal Services Committee recommend that Council direct staff to investigate options for preventing vehicles from impeding traffic flow on First Avenue in the vicinity of Tim Horton's as well as delivery trucks on First Ave.

Motion carried.

MS 2015-050

Moved and seconded:

That staff provide a cost breakdown of expenses and the source of funds for the Gatacre Street construction project.

Motion carried.

MS 2015-051 *Moved and seconded:*
That the City Manager's quarterly report for the period July to September 2015 be received.
Motion carried.

Building Inspector's Report (July to September 2015)
Moved and seconded:
MS 2015-052 That the Building Inspector's Report for the period July to September 2015 be received.
Motion carried.

Ladysmith Fire/Rescue Reports (July to September 2015)
Moved and seconded:
MS 2015-053 That the reports from Ladysmith Fire/Rescue for the months July to September 2015 be received.
Motion carried.

Coastal Animal Services Reports (July to September 2015)
Moved and seconded:
MS 2015-054 That the reports from Coastal Animal Services for the months July to September 2015 be received.
Motion carried.

Ladysmith Chamber of Commerce Visitor Centre Report (July to September 2015)
Moved and seconded:
MS 2015-055 That the Ladysmith Chamber of Commerce be requested to provide narrative detail about the origin and preferences of visitors to Ladysmith in the quarterly reports to Council.
Motion carried.

Moved and seconded:
MS 2015-056 That the report from the Ladysmith Chamber of Commerce Visitor Centre for the period July to September 2015 be received.
Motion carried.

ADJOURNMENT

MS 2015-057 *Moved and seconded:*
That this meeting of the Municipal Services Committee adjourn at 6:17 p.m.
Motion carried.

CERTIFIED CORRECT

Chair (Councillor S. Arnett)

Corporate Officer (S. Bowden)

Municipal Services Committee October 13, 2015



TOWN OF LADYSMITH
 Quarterly Building Permit Summary - YTD December 2015

	Commercial		Industrial		Institutional		Residential (NEW)		Residential Adds, Renos, Other		Total Permits	Blg & Plbg Permit Fees This Month	Permit Values This Month	Permit Values Year to Date 2015
	No. of Permits	Values	No. of Permits	Values	No. of Permits	Values	No. of Permits (new res)	Values	No. of Permits	Values				
DEC 1	1	\$ 12,500	0	\$ -	0	\$ -	3	\$ 753,910	3	\$ 72,100	7	\$ 9,098	\$ 826,010	\$ 7,054,459

Year to Date

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
No. of Permits	1	0	1	0	1	1	0	0	0	1	0	1	9
Values	\$2,000	\$0	\$18,000	\$20,000	\$5,000	\$0	\$0	\$155,569	\$0	\$0	\$0	\$12,500	\$213,069
Institutional No. of Permits	0	0	0	0	1	1	0	0	0	1	0	0	3
Institutional Values	\$0	\$0	\$0	\$0	\$5,700	\$30,756	\$0	\$0	\$0	\$400,000	\$0	\$0	\$436,456
Institutional No. of Permits	0	1	2	0	0	0	0	1	0	0	0	0	4
Institutional Values	\$0	\$3,600	\$48,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,200
Residential (NEW) No. of Permits (new res)	1	2	3	2	2	3	4	2	1	0	1	3	24
Residential (NEW) Values	\$513,240	\$307,137	\$780,577	\$426,762	\$491,866	\$346,690	\$836,940	\$569,464	\$223,300	\$0	\$167,980	\$753,910	\$5,417,866
Residential Adds, Renos, Other No. of Permits	7	2	4	6	7	2	3	4	3	5	2	3	48
Residential Adds, Renos, Other Values	\$81,254	\$55,240	\$19,230	\$101,540	\$63,825	\$7,200	\$74,376	\$101,480	\$95,600	\$75,523	\$200,000	\$72,100	\$947,368
Total Permits	9	5	10	9	12	7	7	9	5	7	3	7	90
Blg & Plbg Permit Fees This Month	\$7,521	\$3,558	\$10,232	\$5,547	\$6,678	\$2,428	\$10,552	\$9,656	\$3,748	\$5,358	\$4,240	\$9,098	\$78,617
Permit Values This Month	\$596,494	\$365,977	\$866,407	\$548,302	\$566,391	\$384,646	\$911,316	\$826,513	\$318,900	\$475,523	\$367,980	\$826,010	\$7,054,459
Permit Values Year to Date 2015	\$596,494	\$962,471	\$1,828,878	\$2,377,180	\$2,943,571	\$3,328,217	\$4,239,533	\$5,066,046	\$5,384,946	\$5,860,469	\$6,228,449	\$7,054,459	\$7,054,459

Colin Bollinger
 Colin Bollinger, Senior Building Inspector

Felicity Adams
 Felicity Adams, Director of Development Services

Demos Mth	#DU	Value	#BP	Value
YTD 2015	45	\$5,417,866	90	\$7,054,459
YTD 2014	27	\$4,040,659	81	\$4,745,009
YTD 2013	38	\$5,190,937	82	\$7,369,565



Ladysmith Fire /Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5
 Phone: 250-245-6436 · Fax: 250-245-0917



FIRE CHIEF'S REPORT

MONTH: **October 2015**

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YTD TOTALS
Alarms Activated: Pulled Station					1		1						2
By mistake													0
Electrical problem		2	1		2	2	1	1					9
Due to cooking		1				1			1	2			5
Assistance	2	4	1				3	2	2	2			16
Burning Complaint				4	1	4	4	4	1	5			23
Fire: Structure			1		1		1	1	1	2			7
Chimney	1	1	1										3
Interface / Bush								2	1				3
Vehicle			1			1	4	1		2			9
Other		1				7	1	1		1			11
Hazardous Materials				1		3	2	1	2	2			11
Hydro Lines: Down / Fire			1			1	1	3	1				7
Medical Aid	3	2	1	5	3	1	2	3		1			21
MVI	1	2	1	2	5		4	2	2	5			24
Rescue		1				1							2
Mutual Aid provided by Ladysmith to outside areas	1		1	2	4	1	5	1					15
MONTH TOTALS (exc.. Practises)	8	14	9	14	17	22	29	22	11	22	0	0	168
Practises (Totals for each Month)	4	4	5	4		5	4	4	5	4			39
Mutual Aid requested by Ladysmith from outside areas			1	2	1	1	2	2		4			13

ALARMS ACTIVATED (Location/Owner)

- 601 Sanderson Rd - Cooking
- 631 1st Ave Rialto Apartments - burnt food on stove

COMPARISONS:

Year to Date 2015 168 (exc. practices)
 Year to Date 2014 152 (exc. practices)
 Year to Date 2013 126 (exc. practices)

APPROVED:

Ray Delcourt
 Fire Chief



Ladysmith Fire /Rescue

P.O. Box 760 Ladysmith, B.C. V9G 1A5
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FIRE CHIEF'S REPORT

MONTH: **November 2015**

TYPE OF CALL OUT	J	F	M	A	M	J	J	A	S	O	N	D	YTD TOTALS
Alarms Activated: Pulled Station					1		1						2
By mistake											1		1
Electrical problem		2	1		2	2	1	1					9
Due to cooking		1				1			1	2	3		8
Assistance	2	4	1				3	2	2	2	1		17
Burning Complaint				4	1	4	4	4	1	5	1		24
Fire: Structure			1		1		1	1	1	2	1		8
Chimney	1	1	1								1		4
Interface / Bush								2	1				3
Vehicle			1			1	4	1		2			9
Other		1				7	1	1		1			11
Hazardous Materials				1		3	2	1	2	2			11
Hydro Lines: Down / Fire			1			1	1	3	1				7
Medical Aid	3	2	1	5	3	1	2	3		1	1		22
MVI	1	2	1	2	5		4	2	2	5	1		25
Rescue		1				1							2
Mutual Aid provided by Ladysmith to outside areas	1		1	2	4	1	5	1				1	16
MONTH TOTALS (exc.. Practises)	8	14	9	14	17	22	29	22	11	22	11	0	179
Practises (Totals for each Month)	4	4	5	4		5	4	4	5	4	4		43
Mutual Aid requested by Ladysmith from outside areas			1	2	1	1	2	2		4			13

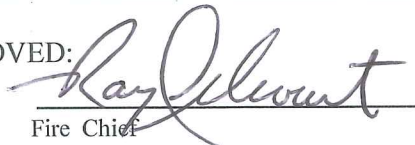
ALARMS ACTIVATED (Location/Owner)

- 631 1st Ave Rialto Apartments - cooking
- 100 1st Ave Unit 11 - cooking
- 381 Dogwood Dr. - cooking
- LSS 710 6th Ave - Fireworks set off in school hallway

COMPARISONS:

Year to Date 2015 179 (exc. practices)
 Year to Date 2014 175 (exc. practices)
 Year to Date 2013 136 (exc. practices)

APPROVED:


 Fire Chief