



TOWN OF LADYSMITH
MINUTES OF A REGULAR SESSION OF
THE MUNICIPAL SERVICES COMMITTEE

MONDAY, JUNE 13, 2016
COUNCIL CHAMBERS, CITY HALL
6:00 P.M.

COUNCIL MEMBERS PRESENT:

Councillor Steve Arnett (Chair)
Councillor Carol Henderson
Mayor Aaron Stone

Councillor Cal Fradin
Councillor Rob Hutchins

Councillor Joe Friesenhan
Councillor Duck Paterson

STAFF PRESENT:

Ruth Malli
Clayton Postings

Erin Anderson
Joanna Winter

John Manson
Kevin Goldfuss

ALSO PRESENT:

Geoff Goodall, incoming Director of Infrastructure Services

CALL TO ORDER

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

AGENDA APPROVAL

MS 2016-014

Moved and seconded:

That the agenda for this meeting of the Municipal Services Committee be approved as amended by the following addition:
4.1 Ladysmith Days Parade – Council Participation
Motion carried.

MINUTES

MS 2016-015

Moved and seconded:

That the minutes of the Municipal Services Committee meeting held May 16, 2016 be approved.
Motion carried.

REPORTS

Social Procurement

Moved and seconded:

MS 2016-016

That the Committee recommend that Council direct staff to incorporate Social Impact language into the Town's Purchasing Policy for consideration at an upcoming meeting of the Committee.
Motion carried.

Grants-in-Aid Policy

MOTION AMENDED

Moved and seconded:

MS 2016-017

That the Committee recommend that Council direct staff to amend the Town's Grants-in-Aid Policy to change the deadline for submission of a grant report to December 31.

AMENDMENT

- MS 2016-018** *Moved and seconded:*
That Resolution MS 2016-017 be amended to read as follows:
That the Committee recommend that Council direct staff to amend the Town's Grants-in-Aid Policy to change the deadline for submission of a grant report to December 31, with a reminder of the deadline to be sent by staff prior to December 1.
Motion carried.
- Main motion as amended carried.*
- MS 2016-019** *Moved and seconded:*
That the Committee recommend that Council direct staff to amend the Town's Grants-in-Aid Policy, Item 1, for 2017 to read as follows:
The primary purpose of a grant-in-aid is to provide financial assistance to an organization for a specific project, event or service that benefits the residents of the Town of Ladysmith. The organization should be registered as, or belong to, a parent society under the laws of British Columbia and/or Canada.
Motion carried.
- MS 2016-020** *Moved and seconded:*
That the Committee recommend that Council direct staff to develop recommendations for service agreements with the Ladysmith and District Historical Society (Archives and Museum), Ladysmith Resources Centre Association and other agencies who currently receive grants-in-aid for providing a service to the community, and bring the recommendations to the Committee for consideration.
Motion carried.
- MS 2016-021** *Moved and seconded:*
That the Committee recommend that Council refer consideration of a proposed set budget for grants-in-aid until after the Committee has determined whether to establish Service Agreements instead of grants-in-aid for organizations that provide a service to the community.
Motion carried.
- MS 2016-022** *Moved and seconded:*
That the Committee recommend that Council direct staff to maintain the current policy with respect to timing of grants-in-aid applications and deliberations for the 2017 budget deliberations.
Motion carried.
- MS 2016-023** *Moved and seconded:*
That the Committee recommend that Council direct staff to amend the Town's Grants-in-Aid Policy to remove the requirement for audited financial statements/engagement review, and to require

that societies submit their Annual General Meeting minutes and agenda, including financial information when applying for a grant-in-aid.

Motion carried.

MS 2016-024 *Moved and seconded:*

That the Committee recommend that Council direct staff to maintain the current Grant-in-Aid Policy that allows organizations that receive a Permissive Tax Exemption to also receive grant-in-aid funding.

Motion carried.

MS 2016-025 *Moved and seconded:*

That the Committee recommend that Council direct staff to bring an amended Grants-in-Aid Policy for consideration at a future meeting of the Municipal Services Committee.

Motion carried.

Broom Busters and Invasive Species Committee

MS 2016-026 *Moved and seconded:*

That the Committee recommend that Council:

1. Direct staff to prepare draft Terms of Reference for an Invasive Species Select Committee in accordance with Section 142 of the *Community Charter* for the purpose of addressing invasive species in the Town of Ladysmith and present the Terms of Reference to Council at a future meeting; and
2. Send a letter of thanks to Steve and April Marrington in recognition of their volunteer leadership during the 2016 Broom Busting initiative in the Town of Ladysmith.

Motion carried.

Development Cost Charges

The Director of Infrastructure Services gave a presentation outlining the process for reviewing and amending the Town's Development Cost Charges (DCCs) program. An update is strongly recommended due to significant upcoming items including development in the Holland Creek area, as well as upgrades to the Town's water supply and distribution system.

Council thanked John Manson for this last report, and wished him well in his retirement.

NEW BUSINESS

Ladysmith Days Parade – Council Participation

Council agreed to enter a float in the Ladysmith Days Parade and to invite Chief, Council and members of the Stz'uminus First Nation to take part.

ADJOURNMENT

MS 2016-027

Moved and seconded:

That this meeting of the Municipal Services Committee adjourn at 7:43 p.m.

Motion carried.

CERTIFIED CORRECT

Chair (Councillor S. Arnett)

Deputy Corporate Officer (J. Winter)