



**TOWN OF LADYSMITH
MINUTES OF A REGULAR MEETING OF THE
MUNICIPAL SERVICES COMMITTEE**

**MONDAY, MARCH 13, 2017
COUNCIL CHAMBERS, CITY HALL
6:30 P.M.**

COUNCIL MEMBERS PRESENT:

Councillor Rob Hutchins (Chair)
Councillor Cal Fradin
Councillor Duck Paterson

Mayor Aaron Stone
Councillor Joe Friesenhan

Councillor Steve Arnett
Councillor Carol Henderson

STAFF PRESENT:

Guillermo Ferrero
Mark Hayden

Felicity Adams
Sue Bouma

Erin Anderson

CALL TO ORDER

Councillor Hutchins called this meeting of the Municipal Services Committee to order at 6:30 p.m.

AGENDA APPROVAL

MS 2017-013

Moved and seconded:

That the agenda for this March 13, 2017 meeting of the Municipal Services Committee be approved.

Motion carried.

MINUTES

MS 2017-014

Moved and seconded:

That the minutes of the Municipal Services Committee meeting held December 12, 2016 be approved.

Motion carried.

REPORTS

Ticket Bylaw, Bylaw Officer and Inspection Bylaw and Consequential Amendments

Moved and seconded:

That the Committee recommend that Council direct staff to bring forward a new Ticket Bylaw, a new Bylaw Officer and Inspection Bylaw and amendments to other bylaws, as outlined in the Staff Report dated March 13, 2017 from the Director of Development Services that will:

MS 2017-015

1. Make ticket fines available for all bylaw contraventions where using a ticket would enhance the ability to achieve compliance and streamline work;
2. Amend the offence and penalty sections of bylaws under which tickets may be issued where such sections do not properly support the issuance of tickets and/or the appropriate prescribed fines for each offence;
3. Prescribe ticket fines for all offences using the criteria set out in the Report to ensure consistent application

- across various bylaws;
4. Establish reduced ticket fines for prompt payment, where suitable, to create an incentive for violators to pay their tickets instead of ignoring or disputing them;
 5. Ensure that the appropriate Town officials and the RCMP are properly appointed and named as bylaw enforcement officers for the purpose of conducting inspections and/or issuing tickets as appropriate; and
 6. Limit the use of Offence Notices to the Streets and Traffic Bylaw and the Parks Usage Bylaw in relation to offences involving vehicles.

Motion carried.

Mark Hayden left the meeting at 6:36 p.m.

Building Inspector's Report to December 30, 2016

Moved and seconded:

MS 2017-016

That the Committee receive the Building Inspector's Reports for the months October to December, 2016.

Motion carried.

Felicity Adams left the meeting at 6:38 p.m.

Ladysmith Fire/Rescue Reports for October, November and December 2016

Moved and seconded:

MS 2017-017

That the Committee receive the Ladysmith Fire/Rescue Reports for the months October to December, 2016.

Motion carried.

Coastal Animal Control Services Reports for October, November and December 2016

Moved and seconded:

MS 2017-018

That the Committee receive the Coastal Animal Control Services Reports for the months October to December, 2016.

Motion carried.

FINANCIAL PLAN

Grants-in-Aid Deliberations

Staff introduced the 2017 Grant-in-Aid applicants and the policy related to the process.

Moved and seconded:

MS 2017-019

That the Committee recommend that Council engage in a 2018 Grants-in-Aid policy discussion.

Motion carried.

MS 2017-020

Moved and seconded:

That the Committee recommend that Council request the Cowichan Valley Regional District to administer the Grant-in-Aid funding for Victim Services in Ladysmith and request matching funds from the areas that benefit, including areas G and H and the First Nations.

Motion carried.

The Committee reviewed the requests for the 2017 Grants-in-Aid. Councillor Paterson excused himself from the meeting during consideration of the Grants-in-Aid for the Ladysmith Show and Shine, the Festival of Lights and the Ladysmith Ambassador Program, citing a possible conflict of interest. Councillor Arnett excused himself from the meeting during consideration of the Ladysmith Maritime Society Grant-in-Aid request, citing a possible conflict of interest. Councillor Hutchins excused himself from the meeting during consideration of the Ladysmith Family and Friends Grant-in-Aid request, citing a possible conflict of interest.

Moved and seconded:

That the Committee make the following recommendations to Council with respect to Grants-in-Aid for 2017:

MS 2017-021

Organization	2017 Preliminary Approval
Ladysmith Show and Shine	500
Ladysmith Festival Of Lights	15,000
Ladysmith Citizens on Patrol	1,500
Ladysmith Fire Rescue - Santa Parade	1,200
Old English Car Club Central Island Branch	250
Art Council of Ladysmith and District- Waterfront Gallery	2,000
Art Council of Ladysmith and District- Arts on the Avenue	1,500
Ladysmith District Historical IHPC	5,000
Ladysmith Little Theater	500
Ladysmith Downtown Bus. Assoc. (Shop Locally)	1,500
Ladysmith Downtown Bus. Assoc. (Old Time Christmas)	1,500
LRCA - Soup Kitchen	0
Ladysmith Ambassador Program	1,500
Ladysmith & District Marine Rescue Society	2,500
Ladysmith Maritime Society	1,500
Ladysmith Celebration Society	8,000

Ladysmith Fire Rescue - Haunted House	0
LaFF	2,500
Open Table	500
Cowichan Family Caregivers	750
Cowichan Therapeutic Riding Association	0
Cowichan Energy Alternative	0
SD#68 – Frank Jameson Bursary	1,500
<i>Late Application</i>	
Ladysmith Community Gardens Society	1,000
<i>Service Agreements:</i>	
Ladysmith & District Historical Society	23,500
LRCA - Victim Services	15,000
LRCA – Programs	25,500
Waiving of Fees	2,500
Reserve	4,900
<i>Motion carried.</i>	

UNFINISHED BUSINESS

MS 2017-022

Don't Close the Doors on Adult Education Proposed Resolution

Moved and seconded:

That the Committee recommend that Council pass the following resolution:

“Be it resolved that Council requests that the Mayor write a letter to Minister Andrew Wilkinson stating support for Adult Basic Education and requesting the Ministry to reinstate funding for Adult Basic Education programs and that the letter be copied to the Canadian Federation of Students BC and the Vancouver Island University Students’ Union.”

Motion carried.

MS 2017-023

Urban Star Park

Moved and seconded:

That the Committee recommend that Council refer the issue of an urban star park to the next Parks, Recreation & Culture Advisory Committee meeting.

Motion carried.

NEW BUSINESS

MS 2017-024

Communities in Bloom Program

Celebrate Canada's 150th Anniversary

Moved and seconded:

That the Committee refer to staff the Communities in Bloom

2017 Program information to determine the feasibility of participating in the competition as part of the Celebrate Canada's 150th Anniversary celebrations.

Motion carried.

WATERFRONT DESIGN CHARRETTE

Mayor Stone, Councillor Hutchins and the Chief Administrative Officer provided an update on the March 10th to March 12th Waterfront Design Charrette planning weekend and the Public Drop-in Event that took place on Sunday, March 12th. They expressed gratitude and excitement for the community engagement in the charrette and at the drop-in event, the Stz'uminus Council presence, and the thoughtful process steered by staff and the consultants from Dialog. Mayor Stone gave a special thank you to Councillor Hutchins, Councillor Friesenhan and Gord Horth for their input.

ADJOURNMENT

MS 2017-025

Moved and seconded:

That this meeting of the Municipal Services Committee adjourn at 7:36 p.m.

Motion carried.

CERTIFIED CORRECT

Chair (Councillor R. Hutchins)

Corporate Officer (G. Ferrero)