

**MINUTES OF A MEETING OF THE
MUNICIPAL SERVICES COMMITTEE
MONDAY, AUGUST 14, 2017
CALL TO ORDER 6:30 P.M.
COUNCIL CHAMBERS, CITY HALL**

COUNCIL MEMBERS PRESENT:

Councillor Rob Hutchins (chair) Councillor Cal Fradin Councillor Joe Friesenhan
Councillor Carol Henderson Councillor Duck Paterson

COUNCIL MEMBERS ABSENT:

Mayor Aaron Stone Councillor Steve Arnett

STAFF PRESENT:

Guillermo Ferrero Erin Anderson Clayton Postings
Joanna Winter Sue Bouma

CALL TO ORDER

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

AGENDA APPROVAL**MS 2017-056**

Moved and seconded:

That the agenda for this August 14, 2017 meeting of the Municipal Services Committee be approved with the following changes of order:

- Move Item 7.1., "Ladysmith Sport Facilities, BC Summer Games – Cowichan", Item 7.2., "Amended Purchasing Policy (Social Procurement)", and Item 7.3., "Low Flush Toilet Rebate" to precede Item 4.1., "BC Hydro Rates for Streetlights and Select Facilities."

Motion carried.

MINUTES**MS 2017-057**

Moved and seconded:

That the minutes of the Municipal Services Committee meeting held July 10, 2017 be approved.

Motion carried.

DELEGATION

Kate Miller, Manager of Environmental Services, Cowichan Valley Regional District

Cowichan Valley Regional District's Climate Projections Report

Kate Miller, Manager of Environmental Services, presented the Cowichan Valley Regional District's Climate Projections report. She noted that the data is changing very quickly, highlighted the implications for local government, and stressed the importance of planning to ensure appropriate adaptation of future services. She responded to Council's questions.

Council expressed appreciation for Ms. Miller's informative presentation.

UNFINISHED BUSINESS

Ladysmith Sport Facilities, BC Summer Games – Cowichan

Jenn Woike, President of Cowichan 2018 BC Summer Games Society and John Elzinga, General Manager of Cowichan Valley Regional District Community Service, were in attendance. They assisted staff in responding to questions regarding potential parking issues, seating for public spectators, beach volleyball popularity, and possible alternate locations.

MS 2017-058

Moved and seconded:

That the Committee recommend that Council:

1. Commit to hosting the beach volleyball event at Transfer Beach for the 2018 BC Summer Games, and be responsible for the costs associated with the venue construction; and
2. Direct staff to report back to Council with sources of funds to cover the associated costs and to amend the financial plan accordingly; and
3. Direct staff to prepare a detailed plan for potential locations.

Motion carried.

OPPOSED: Councillor Henderson

C. Postings left the meeting.

Amended Purchasing Policy (Social Procurement)

Moved and seconded:

MS 2017-059

That the Committee recommend that Council approve the amended purchasing policy which includes a provision for Social Procurement.

Motion carried.

Low Flush Toilet Rebate

Moved and seconded:

MS 2017-060

That the Committee recommend that Council:

- 1) Direct staff to update the Toilet Rebate Program to include a varying rebate depending on the water efficiency of the toilet, as:
 - a) single 6 litre flush rebate at minimum of \$75.00; or a
 - b) dual flush 4.1/6 litre rebate at a minimum of \$75.00.
- 2) Confirm the lifetime maximum of 2 rebates per residence or business.
- 3) Require proof of proper disposal of a 13L or greater toilet.

Motion carried.

REPORTS

BC Hydro Rates for Streetlights and Select Facilities

Moved and seconded:

MS 2017-061

That the Committee receive for information the staff report regarding BC Hydro rates for streetlights and select facilities.

Motion carried.

Moved and seconded:

MS 2017-062

That the Committee recommend that Council direct staff to:

- 1) Investigate the feasibility and recommend a phased approach for replacing current lighting units with LED units; and
- 2) Investigate the feasibility of installing Town-owned streetlights instead of using BC Hydro poles.

Motion carried.

Moved and seconded:

MS 2017-063

That the Committee recommend that Council direct staff to request that BC Hydro improve its response time for repairing burnt out streetlights.

Motion carried.

E. Anderson left the meeting.

Designation as a Bear Aware and/or Fire Smart Community

Moved and seconded:

MS 2017-064

That the Committee recommend that Council direct staff to continue implementing no cost communication tools for Fire Smart and Wildlife safety awareness, initiate community polling on these matters, and refer consideration of applying for Town of Ladysmith designation as a Bear Smart Community and as a Fire Smart Community to the 2018

budget deliberations.
Motion carried.

Building Inspector's Reports to July 31, 2017

MS 2017-065 *Moved and seconded:*
That the Committee receive the Building Inspector's Reports for the months June to July, 2017.
Motion carried.

The Committee requested clarification and possible changes to the Building Inspector's Report format.

Ladysmith Fire/Rescue Reports for January, February and March, 2017

MS 2017-066 *Moved and seconded:*
That the Committee receive the Ladysmith Fire/Rescue Reports for the months April to June, 2017.
Motion carried.

Coastal Animal Control Services Reports for January, February and March, 2017

MS 2017-067 *Moved and seconded:*
That the Committee receive the Coastal Animal Control Services Reports for the months April to June, 2017.
Motion carried.

MS 2017-068 *Moved and seconded:*
That the Coastal Animal Control Services Reports be limited to summaries only.
Motion carried.

CORRESPONDENCE

Councillor Paterson declared a conflict of interest with the following agenda item, due to his association with the Festival of Lights Society, and left the meeting.

**Festival of Lights Society
Request to Build a Permanent Structure Promoting Light Up, Including a Digital Sign to Advertise Local Events**

MS 2017-069 *Moved and seconded:*
That the Committee recommend that Council refer the Festival of Lights Society's proposal to build a permanent structure promoting Light Up above the "Ladysmith Heritage by the Sea" sign at the north end of Bob Stuart Park to staff for advisement.

Motion carried.

The Committee requested that staff contact the Ministry of Transportation regarding the proposed location of this structure, recommend alternate locations, and refer the proposal to Town committees for input.

Councillor Paterson returned to the meeting.

NEW BUSINESS

Communication and Public Awareness Strategies to Discourage Illegal Dumping of Garbage in the Backcountry

Moved and seconded:

MS 2017-070

That the Committee refer the discussion regarding communication and public awareness strategies to discourage illegal dumping of garbage in the backcountry to the next Municipal Services Committee meeting.

Motion carried.

ADJOURNMENT

Moved and seconded:

MS 2017-071

That this meeting of the Municipal Services Committee adjourn at 8:13 p.m.

Motion carried.

CERTIFIED CORRECT:

Chair (Councillor R. Hutchins)

Corporate Officer (J. Winter)