

**MINUTES OF A MEETING OF THE
MUNICIPAL SERVICES COMMITTEE
MONDAY, SEPTEMBER 11, 2017
CALL TO ORDER 6:31 P.M.
COUNCIL CHAMBERS, CITY HALL**

COUNCIL MEMBERS PRESENT:

Councillor Rob Hutchins (chair)	Mayor Aaron Stone	Councillor Steve Arnett
Councillor Cal Fradin	Councillor Joe Friesenhan	Councillor Carol Henderson

COUNCIL MEMBERS ABSENT:

Councillor Duck Paterson

STAFF PRESENT:

Guillermo Ferrero	Felicity Adams	Erin Anderson
Geoff Goodall	Clayton Postings	Joanna Winter
Sue Bouma		

CALL TO ORDER

Councillor Hutchins called this Meeting of the Municipal Services Committee to order at 6:31 p.m.

AGENDA APPROVAL**MS 2017-072**

Moved and seconded:

That the agenda for this September 11, 2017 meeting of the Municipal Services Committee be approved as amended by the following:

- Correct Item 4.1., Permissive Tax Exemptions for the 2018 Tax Year: "31 Buller Street" should be "314 Buller Street"
- Add Item 8.2., Thanks to Staff, Organizations and Volunteers regarding Special Events

Motion carried.

MINUTES**MS 2017-073**

Moved and seconded:

That the minutes of the Municipal Services Committee meeting held August 14, 2017 be approved.

Motion carried.

REPORTS

MS 2017-074

Permissive Tax Exemptions for the 2018 Tax Year

Moved and seconded:

That the Committee recommend that Council direct staff to:

1. Provide a Permissive Tax Exemption to all properties currently on the 2017 Permissive Tax Exemptions Bylaw 2016, No. 1915 with the addition of the property at 314 Buller Street; and
2. Not include the fully exempt properties on the water parcel tax or the sewer parcel tax; and
3. Prepare the Permissive Tax Exemption Bylaw for 2018.

Motion carried.

MS 2017-075

Amendment to the Travel Expense Policy

Moved and seconded:

That the Committee recommend that Council approve the amended Travel Expense Policy.

Motion carried.

E. Anderson and G. Goodall left the meeting.

MS 2017-076

Review of Town of Ladysmith Small Lot Zones

Moved and seconded:

That the Committee recommend that Council:

1. Direct staff to prepare a bylaw to amend the Town of Ladysmith Zoning Bylaw 2014, No. 1860 as follows:
 - i) In the Single Dwelling Residential – Holland Creek Area (R-1-HCA) zone:
 - a. amend the permitted parcel coverage from 33% to 35% for parcels 560 m² or less in size; and
 - b. remove the finished floor area maximum.
 - ii) In the Single Dwelling Residential – Small Lot B Zone (R-1-B) remove the maximum finished floor area requirement.
2. Refer the proposed zoning amendments to the Advisory Planning Commission for review.

Motion carried.

UNFINISHED BUSINESS

MS 2017-077

Festival of Lights – New Decoration on Gateway Sign

Moved and seconded:

That the Committee recommend that Council not support the Festival of Lights proposal for a light-up decoration on the Ladysmith 'Heritage by the Sea' gateway sign in Bob Stuart Park as the Ministry of Transportation and Infrastructure is concerned

about safety and driver distraction at the intersection.
Motion carried.

Commission and Committee Review

Moved and seconded:

MS 2017-078

That the Committee recommend to Council that the following terms of reference be used to guide the upcoming review of the Town of Ladysmith Commission and Committee Structure:

- Analysis of best practices from other local governments
- Discussions with Council and community members about the value of committee involvement
- A review of current committees and commissions, their mandates and membership, the ongoing relevance and/or contribution of existing commissions/committees
- Means of recruiting community members
- A review of gaps or opportunities for community involvement (both through formal commissions/committees, Council liaison appointments, and/or other means)

Motion carried.

NEW BUSINESS

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

Moved and seconded:

MS 2017-079

That the Committee recommend that Council direct staff to develop recommendations for public awareness strategies and other measures to discourage illegal dumping of garbage.

Motion carried.

Council recommended that wherever possible, staff should use a regional approach.

Thanks to Staff, Organizations and Volunteers regarding Special Events

Council discussed the summer's successful special events and the role staff, organizations and volunteers played in their success. Council recommended that this topic be brought to a future Council meeting.

ADJOURNMENT

Moved and seconded:

MS 2017-080

That this meeting of the Municipal Services Committee adjourn at 7:04 p.m.

Motion carried.

CERTIFIED CORRECT:

Chair (Councillor R. Hutchins)

Corporate Officer (J. Winter)