



**MINUTES OF A MEETING OF THE
MUNICIPAL SERVICES COMMITTEE**

**Monday, June 10, 2019
6:30 P.M.
Council Chambers, City Hall**

Council Members Present:

Mayor Aaron Stone
Councillor Duck Paterson
Councillor Amanda Jacobson
Councillor Rob Johnson

Councillor Tricia McKay
Councillor Marsh Stevens
Councillor Jeff Virtanen

Staff Present:

Guillermo Ferrero
Felicity Adams
Erin Anderson

Geoff Goodall
Joanna Winter
Sue Bouma

1. CALL TO ORDER

Councillor Duck Paterson called this June 10, 2019 meeting of the Municipal Services Committee to order at 6:33 p.m.

2. AGENDA APPROVAL

MS 2019-031

That the agenda for this June 10, 2019 Municipal Services Committee Meeting be approved as amended to include a presentation to retiring Director of Development Services, Felicity Adams.

Motion Carried

3. PRESENTATION TO RETIRING DIRECTOR OF DEVELOPMENT SERVICES

Mayor Stone made a presentation on behalf of the Committee celebrating the accomplishments of Felicity Adams, the Director of Development Services, in her

twelve years with the Town. Councillor Paterson also acknowledged Ms. Adams and her work, and commended her professionalism.

Ms. Adams thanked Council and expressed appreciation for the opportunity to work for the Town of Ladysmith. Councillors wished her well in her retirement.

4. MINUTES

4.1 Minutes of the Municipal Services Committee Meeting held April 8, 2019

MS 2019-032

That the minutes of the Municipal Services Committee meeting held April 8, 2019 be approved.

Motion Carried

5. REPORTS

5.1 Coastal Animal Control Services Reports for January to March 2019

MS 2019-033

That the Committee receive the Coastal Animal Control Services Reports for the months January to March, 2019.

Motion Carried

5.2 Development Cost Charges Waivers Review

MS 2019-034

That the Municipal Services Committee recommend to Council that staff be directed to prepare:

1. A Development Cost Charges (DCC) reduction bylaw affordable rental housing policy, including eligibility conditions that could be considered on an individual project basis.
2. A bylaw to repeal the current DCC reduction bylaw for not-for-profit rental housing (Bylaw 1804).
3. A bylaw to amend the Downtown DCC reduction (waiver) Bylaw 1781 to add a five year sunset clause.

Motion Carried

Councillor Stevens expressed a conflict of interest with the agenda item recommendation that referenced the Ladysmith Resources Centre Association, and excused himself from the meeting for that portion of the discussion.

MS 2019-035

That the Municipal Services Committee recommend to Council that staff be directed to prepare a project specific Development Cost Charges (DCC) reduction bylaw (100% waiver) for the 36-unit LRCA not-for-profit affordable rental housing development at 314 Buller Street.

Motion Carried

Councillor Stevens returned to the meeting.

5.3 Revitalization Tax Exemption – Economic

MS 2019-036

That the Committee direct staff to return to the next meeting of the Municipal Services Committee with a report on Revitalization Tax Exemption models for a \$2.5 million investment that would include the following:

1. A full exemption option delivered over 10 years
2. A sliding scale exemption option delivered over 10 years, with exemption declining in years 6 to 10;
3. A full exemption option delivered over 5 years
4. Research of Best Practices from Vancouver Island communities

Motion Carried

5.4 Payment and Signing Authority Policy

MS 2019-037

That the Committee recommend that Council approve the amended Payment and Signing Authority Policy.

Motion Carried

5.5 2019 First Quarter Financial Report

MS 2019-038

That the Committee receive for information the 2019 First Quarter Financial report from the Director of Financial Services.

Motion Carried

6. COUNCIL SUBMISSIONS

6.1 Single Use Plastic Bags (Councillor Virtanen)

MS 2019-039

That the Committee direct staff to develop recommendations for a potential plastic waste strategy for the community and report back to the Committee. The report will include:

1. Consideration for banning single use plastics and Styrofoam packaging
2. Research into legislation in other communities
3. Recommendations for consultation with the business community
4. Public engagement tools

Motion Carried

7. NEW BUSINESS

8. ADJOURNMENT

MS 2019-040

That this meeting of the Municipal Services Committee adjourn at 8:10 p.m.

Motion Carried

Chair (Councillor D. Paterson)

Corporate Officer (J. Winter)