



**MINUTES OF A MEETING OF THE
COMMITTEE OF THE WHOLE**

Tuesday, March 10, 2020

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
Jake Belobaba
Erin Anderson
Geoff Goodall

Donna Smith
Joanna Winter
Mike Gregory
Sue Bouma

1. CALL TO ORDER

Councillor Virtanen called this meeting of the Committee of the Whole to order at 6:31 p.m.

2. AGENDA APPROVAL

CW 2020-018

That the agenda for this March 10, 2020 meeting of the Committee of the Whole be approved as amended to include the following item:

- Item 6.1., Boil Water Advisory Discussion

Motion Carried

3. MINUTES

3.1 Minutes of the Committee of the Whole Meeting held January 28, 2020

CW 2020-019

That the minutes of the Committee of the Whole meeting held January 28, 2020 be approved.

Motion Carried

4. REPORTS

4.1 Budget Transfer Policy

CW 2020-020

That the Committee recommend that Council approve the Budget Transfer Policy 05-1680-B as presented.

Motion Carried

4.2 Fees and Charges Amendment

CW 2020-021

That the Committee recommend that Council direct staff to prepare an amendment to the "Town of Ladysmith Fees and Charges Bylaw 2008, No. 1644" to include:

1. False Alarms per calendar year:
 - a. First False Alarm – warning letter
 - b. Second False Alarm - \$100.00
 - c. Third and subsequent False Alarms - \$250.00
2. Online banking payments – transfers between accounts, per calendar year:
 - a. First transfer – warning letter
 - b. Second transfer – warning letter
 - c. Third and subsequent transfers – a fee of 10% of the requested transferred amount with a minimum of \$5.00 to a maximum of \$25.00

Motion Carried

5. COUNCIL SUBMISSIONS

5.1 Request to Arrange a Formal Joint Meeting with the Board of Trustees of School District 68

The Committee discussed the request by School District 68 to meet with Council prior to the School Board's proposed open house regarding the long range facility plan development process. Mayor Stone advised the

committee that he would follow up with the school board chair to set up the meeting and to submit the following agenda items:

- the long range facilities plan
- the future site use of Davis Road School
- collaboration and joint use of facilities (such as school sites and the community centre)
- Coronavirus and social anxiety
- the prospect of offering school board meetings in Ladysmith.

5.2 Protection and Preservation of Trees within the Town of Ladysmith

CW 2020-022

That the Committee recommend that Council direct staff to review the draft bylaw originally initiated by the Green Street Committee, as well as other options for tree protection in Ladysmith and report back to Council.

Motion Carried

6. NEW BUSINESS

6.1 Boil Water Advisory Discussion

Staff read out a statement regarding the reasons for issuing a Boil Water Advisory on March 5, 2020, a review of policies and procedures to prevent future similar situations, and a review of communications tools to be used in similar situations, depending on the level of urgency and public risk. A Boil Water Advisory is the second-lowest of the four levels of risk determined by Island Health. Staff confirmed that the statement will be distributed broadly on Wednesday, March 11.

7. ADJOURNMENT

CW 2020-023

That this meeting of the Committee of the Whole adjourn at 7:08 p.m.

Motion Carried

Chair (Councillor J.Virtanen)

Corporate Officer (J. Winter)