



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

**Tuesday, September 8, 2020
6:30 P.M.**

This meeting will be held electronically as per Ministerial Order No. M192

Council Members Present:

Councillor Jeff Virtanen (Chair)

Mayor Aaron Stone

Councillor Duck Paterson

Councillor Amanda Jacobson (6:42 p.m.)

Councillor Rob Johnson

Councillor Tricia McKay

Councillor Marsh Stevens

Staff Present:

Erin Anderson

Donna Smith

Geoff Goodall

Mike Gregory

Jake Belobaba

Chris Barfoot

1. CALL TO ORDER

Councillor Virtanen called this meeting of the Committee of the Whole to order at 6:30 p.m., recognizing the traditional unceded territory of the Stz'uminus People. He then invited Mayor Stone to share an announcement.

Mayor Stone advised that on behalf of Council he was pleased to announce that the Town has hired Allison McCarrick as the new Chief Administrative Officer for the Town of Ladysmith.

2. AGENDA APPROVAL

CW 2020-035

That the agenda for this September 8, 2020 Committee of the Whole meeting be approved.

Motion Carried

3. MINUTES

3.1 Minutes of the Committee of the Whole Meeting held July 14, 2020

CW 2020-036

That the minutes of the Committee of the Whole meeting held July 14, 2020 be approved.

Motion Carried

4. REPORTS

4.1 Official Community Plan Review Presentation and Report

CW 2020-037

That the Committee recommend that Council:

1. Confirm the kick off date of February 2021 to commence community engagement for the new Official Community Plan;
2. Approve that the scope for the Official Community Plan review will be comprehensive/new; and
3. Direct staff to schedule a Special Committee of the Whole Meeting for October 2020 dedicated to discussing the Official Community Plan review process.

Motion Carried

4.2 Proposed Changes to Filming Regulations

CW 2020-038

That the Committee direct staff to refer proposed "Town of Ladysmith Film Bylaw, 2020, No. 2045" to the Ladysmith Chamber of Commerce, Ladysmith Downtown Business Association, Film Cowichan and Vancouver Island North Film Commission (INFilm) for review and comment prior to formal consideration by Council.

Motion Carried

Councillor Stevens declared a conflict of interest regarding Item 4.3 due to his position as Executive Director of the LRCA related to 630 2nd Street, 314 Buller Street and 220 High Street, and recused himself from the meeting at 7:56 p.m.

4.3 Permissive Tax Exemptions for Tax Year 2020

CW 2020-039

That the Committee direct staff to:

1. Provide a 1-year Permissive Tax Exemption to all properties currently identified in “2020 Permissive Tax Exemptions Bylaw 2019, No. 2017”;
2. Provide a 10-year Permissive Tax Exemption for 630 2nd Avenue;
3. Provide a 10-year Permissive Tax Exemption for 220 High Street;
4. Not include the fully exempt properties on the water parcel tax or the sewer parcel tax; and
5. Prepare the necessary Permissive Tax Exemption Bylaws for Council consideration.

Motion Carried

Councillor Stevens returned to the meeting at 7:57 p.m.

4.4 Purchasing Policy Update – September 2020

CW 2020-040

That the Committee recommend that Council approve the amended Purchasing Policy 05-1790-D as presented by the Director of Financial Services.

Motion Carried

4.5 Tree, Bench and Amenity Dedication Policy

CW 2020-041

That the Committee recommend that Council amend the Park Bench Donations Guidelines Policy 12-5810-A to increase the Park Bench dedication fee to \$5,000 and establish a “Dedication Care Fund” with no renewal fee for the maintenance and care of all dedication amenities.

Motion Defeated

OPPOSED: Mayor Stone and Councillors Jacobson, McKay, Stevens and Virtanen

CW 2020-042

That the Committee refer Park Bench Donations Guidelines Policy 12-5810-A back to staff to prepare a report for a future Committee of the Whole meeting that includes the following provisions:

1. The Town maintain the status quo for the donors to date;
2. Future donors as long as possible for the benches;

3. Investigate other options for memorializing loved ones as well as options for alternate materials for memorialization.

Motion Carried

5. COUNCIL SUBMISSIONS

5.1 Protection and Dedication of Park Lands

CW 2020-043

That the Committee direct staff to prepare a report for a future Committee of the Whole meeting with a list of properties that could be considered for parkland dedication.

Motion Carried

5.2 Lifeguards at Transfer Beach

CW 2020-044

That the Committee direct staff to prepare a report for a future Committee of the Whole meeting to include a breakdown of capital costs, Human Resource considerations and insurance costs related to the provision of lifeguards at Transfer Beach.

Motion Carried

5.3 Downtown Public Washroom

The Committee discussed the provision of a permanent public washroom in the downtown and the potential relocation of the temporary washroom during construction.

6. CORRESPONDENCE

6.1 Letter dated August 16, 2020 from Jane Kilthei, One Cowichan regarding Climate Action Request

CW 2020-045

That the Committee receive for information the correspondence dated August 16, 2020 from Jane Kilthei, One Cowichan, regarding the Town of Ladysmith's climate action plan.

Motion Carried

7. ADJOURNMENT

CW 2020-046

That this meeting of the Committee of the Whole adjourn at 9:45 p.m.

Motion Carried

Chair (Councillor J.Virtanen)

Corporate Officer (D.Smith)