



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

**Tuesday, October 27, 2020
5:30 P.M.**

This meeting was held electronically as per Ministerial Order No. M192

Council Members Present:

Councillor Jeff Virtanen, Chair
Mayor Aaron Stone
Councillor Amanda Jacobson
Councillor Rob Johnson

Councillor Tricia McKay
Councillor Duck Paterson
Councillor Marsh Stevens

Staff Present:

Allison McCarrick
Jake Belobaba

Donna Smith
Sue Bouma

1. CALL TO ORDER

Councillor Virtanen called this Special Committee of the Whole Meeting to order at 5:30 p.m., recognizing that it was taking place on the traditional unceded territory of the Stz'uminus First Nation and expressing gratitude to be here.

2. AGENDA APPROVAL

CW 2020-047

That the agenda for this October 27, 2020 Special Committee of the Whole Meeting be approved with the addition of the following:

- Item 4, "Question Period"

Motion Carried

3. REPORTS

3.1 Official Community Plan Development

The Committee provided suggested amendments to the OCP Steering Committee Terms of Reference and Project Charter, including the following:

- increase the voting membership to include: two members representing the Community Planning Advisory Committee (CPAC), one seniors representative, and one tourism recreation representative
- broaden the descriptive requirement for representation from the Ladysmith and District Historical Society to "one member representing the historical and heritage sector"
- broaden the descriptive requirement for representation from the LMS to "one member representing the marine sector"
- broaden the descriptive requirement for representation from the business community (Chamber and LDBA) to "two members of the business sector" who own businesses or commercial property in Ladysmith
- increase voting membership to 17
- note preference for local residents and property owners who represent all sectors of the community
- note preference for membership that is diverse across age and gender
- amend the Mandate of the Committee to note that their role in the review of the Requests for Proposal is to provide recommendations to Council for consultant selection
- amend the OCP Project Charter to show the desired level of engagement at the high end of collaboration

CW 2020-048

That the Committee endorse a comprehensive review of the existing Official Community Plan using previously completed plans, growth projections and background materials as a foundation with a project budget of \$200,000, excluding legal and incidentals, and an estimated timeline of 18-21 months.

Motion Carried

CW 2020-049

That the Committee recommend that staff bring proposed revisions to the Project Charter and Steering Committee Terms of Reference to the November 17, 2020 Council meeting for Council consideration.

Motion Carried

CW 2020-050

That the Committee recommend that Council adopt Resolution Nos. CW 2020-048 and CW 2020-049 related to the Official Community Plan Development report presented at the Special Committee of the Whole Meeting held October 27, 2020.

Motion Carried

Staff committed to include in the report to Council the approximate costing for the legal and incidental costs that may be attributed to the OCP review process.

4. QUESTION PERIOD

A member of the public asked the Committee to consider a moratorium on the Official Community Plan review process in order to redirect the projected budget against the Town's current debt, including water management, and to provide basic Town infrastructure upgrades.

5. ADJOURNMENT

CW 2020-051

That this Special Committee of the Whole Meeting adjourn at 7:30 p.m.

Motion Carried


Chair (Councillor J. Virtanen)


Corporate Officer (D. Smith)