



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

**Tuesday, January 12, 2021  
6:30 P.M.**

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

**Council Members Present:**

Councillor Tricia McKay, Chair  
Mayor Aaron Stone  
Councillor Amanda Jacobson  
Councillor Rob Johnson

Councillor Duck Paterson  
Councillor Marsh Stevens  
Councillor Jeff Virtanen

**Staff Present:**

Allison McCarrick  
Erin Anderson  
Chris Barfoot  
Jake Belobaba

Geoff Goodall  
Donna Smith  
Chris Geiger  
Sue Bouma

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**1. AGENDA APPROVAL**

**CW 2021-001**

That the agenda for this January 12, 2021 Committee of the Whole meeting be approved as amended to include the following:

- Item 7.1., "Request to Delay Removal of Holiday Street Level Lights"

*Motion Carried*

**2. MINUTES**

**2.1 Minutes of the Committee of the Whole Meeting held November 10, 2020**

**CW 2021-002**

That the minutes of the Committee of the Whole meeting held November 10, 2020 be approved.

*Motion Carried*

### **3. REPORTS**

#### **3.1 Building Inspector's Reports for October to December 2020**

##### **CW 2021-003**

That the Committee receive the Building Inspector's Report for the months October to December 2020.

*Motion Carried*

#### **3.2 Ladysmith Fire/Rescue Reports for November to December 2020**

##### **CW 2021-004**

That the Committee receive the Ladysmith Fire/Rescue Reports for the months November to December 2020.

*Motion Carried*

#### **3.3 Coastal Animal Control Services Reports for August to October 2020**

##### **CW 2021-005**

That the Committee receive the Coastal Animal Control Services Reports for the months August to October 2020.

*Motion Carried*

#### **3.4 Bylaw Compliance Statistics for July to December 2020**

##### **CW 2021-006**

That the Committee receive the Bylaw compliance statistics for the period of July to December, 2020.

*Motion Carried*

#### **3.5 RCMP Reports for Quarter 4, 2020**

##### **CW 2021-007**

That the Committee receive the RCMP Reports for the fourth quarter of 2020.

*Motion Carried*

**3.6 Costs Associated with the Provision of Lifeguarding at Transfer Beach**

**CW 2021-008**

That the Committee receive for information the report dated January 12, 2021 regarding costs and considerations associated to the provision of lifeguarding services at Transfer Beach.

*Motion Carried*

**3.7 Proposed Amendments to Town of Ladysmith Bylaw Enforcement Policy**

**CW 2021-009**

That the Committee recommend that Council amend "Town of Ladysmith Bylaw Enforcement Policy 09-4020-B" to include housekeeping amendments and wording stating that bylaw enforcement will be on a complaint-driven basis unless there is a safety, hazard or liability issue to the Town.

*Motion Carried*

**3.8 Proposed Amendments to Corporate Flag Protocol Policy No. 01-0340-A**

**CW 2021-010**

That the Committee recommend that Council amend the Corporate Flag Protocol Policy No. 01-0340-A as follows:

1. Remove the requirement that a Council member or former Council member must have served at least 10 years prior to the flag being flown at half-mast;
2. Replace Infrastructure Services with Parks, Recreation & Culture as the department responsible for maintenance of the flags flown at all Town-owned sites;
3. Add new wording that recognizes that Ladysmith Fire/Rescue may lower their flag to half-mast for any 'Line of Duty Deaths' of an emergency responder; and
4. Add new wording to state that the following guest flags shall be flown annually at City Hall:
  - o Pride Flag – June 1-30
  - o Metis Flag (Louis Riel Day) – November 16

*Motion Carried*

**CW 2021-011**

That the Committee request staff to investigate options to incorporate permanent flag placement of the Stz'uminus First Nation flag at all Town-owned facilities for consideration at a future Committee of the Whole meeting.

*Motion Carried*

**3.9 Park Bench Donation Guidelines Policy**

**CW 2021-012**

That the Committee recommend that Council amend the existing Town of Ladysmith Park Bench Donation Guidelines Policy 12-5810-A as follows:

1. Update the guidelines to include Town benches, trees and other amenities;
2. All costs associated with installation of the bench, tree or amenity being borne by the donor;
3. Maintain in perpetuity formerly dedicated benches ; and
4. Any new dedications will be maintained for the reasonable life span of the bench, tree or amenity with regular maintenance costs being borne by the Town.

*Motion Carried*

**3.10 2020-2023 Strategic Priorities Update**

**CW 2021-013**

That the Committee receive for information the strategic priorities update entitled "2020-2023 Strategic Plan" dated January 12, 2021.

*Motion Carried*

**4. COUNCIL SUBMISSIONS**

**4.1 Alternate Water Billing Structure(s) Discussion**

**CW 2021-014**

That the Committee direct staff to investigate potential alternate water billing structure options for consideration at a future Committee of the Whole meeting.

*Motion Carried*

**4.2 School District No. 68 Facilities Plan Status**

**CW 2021-015**

That the Committee recommend that Council direct staff to set up an electronic meeting between Council and the Board of School District No. 68, including senior staff, to discuss the Long Range Facilities Plan and other items of mutual interest prior to the end of March 2021.

*Motion Carried*

**5. NEW BUSINESS**

**5.1 Request to Delay Removal of Holiday Street Level Lights**

The Committee discussed the importance of decorative lighting in the downtown core during the pandemic. Staff advised that the Edison light bulb light strings purchased in 2020 will be reinstalled once the Festival of Lights lighting has been removed.

**6. ADJOURNMENT**

**CW 2021-016**

That this meeting of the Committee of the Whole be adjourned at 8:03 p.m.

*Motion Carried*

CERTIFIED CORRECT:

  
Chair (Councillor T. McKay)

  
Corporate Officer (D. Smith)