



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

**Tuesday, March 9, 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  
Mike Gregory  
Sue Bouma

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**1. CALL TO ORDER AND ACKNOWLEDGEMENT**

Councillor McKay, Chair, called this Committee of the Whole meeting to order at 6:30 p.m., and acknowledged with gratitude that this meeting was being held on the traditional unceded territory of the Stz'uminus First Nation.

**2. AGENDA APPROVAL**

**CW 2021-017**

That the agenda for this March 9, 2021 Committee of the Whole meeting be approved as amended to include additional background information identifying existing parkland dedicated by bylaw under Item 4.3., "Identified Properties for Parkland Dedication Consideration".

*Motion Carried*

**3. MINUTES**

**3.1 Minutes of the Committee of the Whole Meeting held January 12, 2021**

**CW 2021-018**

That the minutes of the Committee of the Whole meeting held January 12, 2021 be approved.

*Motion Carried*

**4. REPORTS**

**4.1 2021 Grant in Aid Requests**

**CW 2021-019**

That the Committee recommend that Council, during Financial Plan discussions, allocate \$3,000 from the General Government Reserve to offer a 2021 Grant Writing Workshop to local organizations.

*Motion Carried*

**CW 2021-020**

That the Committee recommend allocating \$10,000 to the Ladysmith Celebrations Society for their 2021 Grant in Aid request.

*Motion carried*

Councillor Johnson declared a conflict of interest due to his association with the Ladysmith & District Historical Society and did not vote regarding their Grant in Aid request.

Councillor Paterson declared a conflict of interest due to his association with the Ladysmith Show and Shine organization and did not vote regarding their Grant in Aid request.

**CW 2021-021**

That the Committee recommend allocating the following amounts for the 2021 Grant in Aid requests as follows:

ORGANIZATION	Request (\$)
Ladysmith Community Gardens Society	\$1,000.00
Old English Car Club Central Island Branch	\$600.00
Ladysmith Downtown Business Association	\$4,000.00
Ladysmith Family and Friends Society	\$2,500.00
Ladysmith Celebrations Society	\$10,000.00
Ladysmith & District Historical Society	\$7,500.00
Ladysmith and District Marine Rescue Society	\$2,500.00
Cowichan Family Caregivers Support Society	\$1,000.00
Ladysmith Festival Of Lights	\$15,000.00
Ladysmith Show and Shine	\$2,000.00
Ladysmith Maritime Society	\$1,500.00
Ladysmith Little Theatre	\$2,500.00
Cowichan Trail Stewardship Society - Ladysmith Chapter	\$2,000.00
Ladysmith Secondary School Parent Advisory Council	\$500.00

LSS - Frank Jameson Bursary	\$1,500.00
Waiving Fees	\$2,500.00
Late Applications/Council Discretion	\$4,000.00

**CW 2021-022**

**AMENDMENT**

That the Committee amend the amount of the Grant in Aid for the Ladysmith Community Gardens Society from \$1,000 to \$1,600.

*Amendment Carried*

**Resolution CW 2021-021 as amended, reads:**

That the Committee recommend allocating the following amounts for the 2021 Grant in Aid requests as follows:

ORGANIZATION	Request (\$)
Ladysmith Community Gardens Society	\$1,600.00
Old English Car Club Central Island Branch	\$600.00
Ladysmith Downtown Business Association	\$4,000.00
Ladysmith Family and Friends Society	\$2,500.00
Ladysmith Celebrations Society	\$10,000.00
Ladysmith & District Historical Society	\$7,500.00
Ladysmith and District Marine Rescue Society	\$2,500.00
Cowichan Family Caregivers Support Society	\$1,000.00
Ladysmith Festival Of Lights	\$15,000.00

Ladysmith Show and Shine	\$2,000.00
Ladysmith Maritime Society	\$1,500.00
Ladysmith Little Theatre	\$2,500.00
Cowichan Trail Stewardship Society - Ladysmith Chapter	\$2,000.00
Ladysmith Secondary School Parent Advisory Council	\$500.00
LSS - Frank Jameson Bursary	\$1,500.00
Waiving Fees	\$4,000.00
Late Applications/Council Discretion	\$3,850.00

*Main Motion, as Amended, Carried*

**CW 2021-023**

That the Committee of the Whole recommend that Council approve the allocated amounts of 2021 Grant in Aid requests.

*Motion carried*

**4.2 Yard Waste Pilot**

**CW 2021-024**

That the Committee of the Whole recommend that Council direct staff to:

1. Implement a yard waste pilot project, starting with two spring pickup dates targeted for the end of April and May 2021;
2. Bring a summary report of costs and participation levels after the first two spring pickups, in order that Council can provide direction on a fall pickup schedule; and
3. Include \$20,000 in the Solid Waste budget for 2021 with the funds to come from the Solid Waste Reserve.

*Motion Carried*

#### **4.3 Identified Properties for Parkland Dedication Consideration**

##### **CW 2021-025**

That the Committee of the Whole recommend that Council direct staff to:

1. Prepare a Park Dedication Bylaw which includes Town-owned properties identified in the staff report dated March 9, 2021; and
2. Identify portions of road right of way that are currently being used as park space and bring forward the necessary bylaws to:
  - a. close and remove the road dedication pursuant to section 40 of the *Community Charter*; and
  - b. dedicate the resulting legal parcels as park.

*Motion Carried*

#### **4.4 Two-Storey Coach Houses**

##### **CW 2021-026**

That the Committee of the Whole recommend that Council direct staff to bring forward amendments to the Zoning Bylaw related to two-storey coach houses as identified by the Committee of the Whole.

*Motion Carried*

#### **4.5 Proposed Amendments to "Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309"**

##### **CW 2021-027**

That the Committee of the Whole recommend that Council direct staff to prepare amendments to "Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309" as identified in the staff report dated March 9, 2021.

##### **CW 2021-028**

##### **REFERRAL**

That the Committee of the Whole refer back to staff proposed amendments to "Town of Ladysmith Streets and Traffic Bylaw 1998, No. 1309" in order that staff provide further information and clarification regarding:

1. Potential liability issues related to providing timeframes for parked trailers or vehicles on boulevards; and

2. Regulations related to parking attached or unattached trailers a safe distance from the roadway.

*Motion Carried*

## 5. COUNCIL SUBMISSIONS

### 5.1 Request to Update the Ladysmith Heritage Strategic Plan

The Committee discussed the possibility of updating the Ladysmith Heritage Strategic Plan, as requested by Quentin Goodbody of the Ladysmith and District Historical Society in his letter to Council dated February 2, 2021, during the Official Community Plan review. Staff advised that they had been in contact with the Ladysmith and District Historical Society and would keep this consideration in mind during the OCP review process.

## 6. ADJOURNMENT

### CW 2021-029

That this meeting of the Committee of the Whole be adjourned at 8:55 p.m.

*Motion Carried*

CERTIFIED CORRECT:

  
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Chair (Councillor T. McKay)

  
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Corporate Officer (D. Smith)