



## COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, July 11, 2023  
6:00 P.M.

Ladysmith Seniors Centre  
630 2nd Avenue

### **Council Members Present:**

Councillor Duck Paterson, Chair  
Councillor Amanda Jacobson  
Councillor Ray Gourlay

Councillor Tricia McKay  
Councillor Jeff Virtanen  
Councillor Marsh Stevens

### **Council Members Absent:**

Mayor Aaron Stone

### **Staff Present:**

Allison McCarrick  
Erin Anderson  
Chris Barfoot  
Ryan Bouma

Ryan Bouma  
Matt O'Halloran  
Sue Bouma

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## **1. CALL TO ORDER AND ACKNOWLEDGEMENT**

Councillor Paterson, Chair, called this Committee of the Whole meeting to order at 6:00 p.m., and acknowledged with gratitude that it was being held on the traditional, unceded territory of the Stz'uminus First Nation.

## **2. AGENDA APPROVAL**

### **CW 2023-046**

That the agenda for this July 11, 2023 Committee of the Whole meeting be approved as amended to include the following two items, received after publication of the agenda:

- Item 4.1., "National Drowning Prevention Week Proclamation"; and
- Item 6.4., "Verbal Update - Water Supply Status".

*Motion Carried*

### **3. MINUTES**

#### **3.1 Minutes of the Committee of the Whole Meeting held May 9, 2023**

##### **CW 2023-047**

That the minutes of the Committee of the Whole meeting held May 9, 2023 be approved.

*Motion Carried*

### **4. PROCLAMATIONS**

#### **4.1 National Drowning Prevention Week - July 16 - 22, 2023**

On behalf of Mayor Stone, Councillor Paterson proclaimed July 16-22, 2023 as "National Drowning Prevention Week" in the Town of Ladysmith.

### **5. REPORTS**

#### **5.1 Financial Plan Policies and Objectives**

##### **CW 2023-048**

That the Committee recommend that Council approve the Financial Plan Policies and Objectives document as presented in Attachment B of the July 11, 2023 report from the Director of Financial Services.

*Motion Carried*

##### **CW 2023-049**

That the Committee recommend that Council direct staff to return to a Council meeting in the near future with suggestions for an update to the Permissive Tax Exemption Policy.

*Motion Carried*

#### **5.2 Grant in Aid Policy Update**

##### **CW 2023-050**

That the Committee consider separately each recommendation for item 5.2, "Grant in Aid Policy Update".

*Motion Carried*

**CW 2023-051**

That the Committee recommend that Council remove the Frank Jameson Bursary from the Grant in Aid process and instead annually fund the Bursary of \$1,500 from the general operations budget starting in 2024, and confirm that the Santa Parade, put on by the Ladysmith Fire Rescue members, be included in the Fire Department operations budget starting in 2024.

*Motion Carried*

**CW 2023-052**

That the Committee recommend that Council approve the amended Grant in Aid Policy 05 1850 A as presented in the report by the Director of Financial Services dated July 11, 2023, with the following change:

- reduce the maximum funding request per organization, as outlined in item 8 of the policy, to \$10,000.

*Motion Carried*

OPPOSED: Councillor Virtanen

**5.3 Civic Recognition Program****CW 2023-053**

That the Committee recommend that Council approve the Town of Ladysmith Civic Recognition Policy as presented.

*Motion Carried*

**5.4 Brown Drive Park Implementation Plan****CW 2023-054**

That the Committee recommend that Council:

1. Endorse the Brown Drive Park Plan as presented; and
2. Direct staff to include Phase 1, as described in the Brown Drive Park Plan, including up-to-date costing, with 2024 capital items for Council's consideration.

*Motion Carried*

**5.5 2023-2026 Strategic Priorities Update****CW 2023-055**

That the Committee receive the 2023-2026 Strategic Priorities Update dated July 11, 2023.

*Motion Carried*



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

**CW 2023-056**

That the Committee recommend that Council make the following amendments to the Corporate Flag Protocol Policy No. 01-0340-A:

1. Remove the condition for half-masting upon the death of a current Town employee by deleting "when their death has occurred as a direct result of performing their duties" from the second bullet of item 2.2; and
2. Add new wording under section 3.9 that states the following:
  - o Stz'uminus First Nation Flag to be flown permanently at City Hall; and
  - o Every Child Matters Flag – to be flown September 1-30, at Transfer Beach under the Stz'uminus First Nation Flag.

*Motion Carried*

**6. COUNCIL SUBMISSIONS**

**6.1 Request to Install Speed Humps and Flashing Lights at School Zone Crosswalks**

**CW 2023-057**

That the Committee recommend that Council direct staff to return to a future meeting of Council with data regarding speed and traffic issues at school zone crosswalks.

*Motion Carried*

**6.2 Tree Cutting Regulation Bylaw**

**CW 2023-058**

That the Committee recommend that Council direct staff to review the draft Tree Protection Bylaw from 2006 and return to a future meeting of Council with an updated version.

*Motion Carried*

**6.3 Per Diem Rates**

**CW 2023-059**

That the Committee defer item 6.3., "Per Diem Rates" to the next Committee of the Whole meeting.

*Motion Carried*

#### 6.4 Verbal Update - Water Supply Status

Staff updated the Committee regarding the current drought level and corresponding watering restrictions. Staff advised that lake levels are at the lower end of the seasonal levels, but they are not yet abnormally low.

#### 7. ADJOURNMENT

##### **CW 2023-060**

That this Committee of the Whole meeting adjourn at 8:10 p.m.

*Motion Carried*



Chair (Councillor D. Paterson)

CERTIFIED CORRECT



Corporate Officer (M. O'Halloran)