



## COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, September 10, 2024

6:00 P.M.

Ladysmith Seniors Centre

630 2nd Avenue

### **Council Members Present:**

Councillor Amanda Jacobson

Mayor Aaron Stone

Councillor Ray Gourlay

Councillor Tricia McKay

Councillor Duck Paterson

Councillor Marsh Stevens

Councillor Jeff Virtanen

### **Staff Present:**

Allison McCarrick

Erin Anderson

Chris Barfoot

Jake Belobaba (*via Zoom*)

Chris Geiger

Trish McConnell

Sue Bouma

Nick Pescod

Hayley Young

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## 1. CALL TO ORDER AND ACKNOWLEDGEMENT

Councillor McKay, 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 unceded territory of the Stz'uminus First Nation.

## 2. AGENDA APPROVAL

### **CW 2024-043**

That the agenda for this September 10, 2024 Committee of the Whole meeting be approved as amended to include the following item received after publication of the agenda:

- Item 7.1., "Request for assistance with recruiting volunteers for Citizens On Patrol & Speed Watch."

*Motion Carried*

### 3. MINUTES

#### 3.1 Minutes of the Committee of the Whole Meeting held July 9, 2024

##### **CW 2024-044**

That the minutes of the Committee of the Whole meeting held July 9, 2024 be approved.

*Motion Carried*

### 4. DELEGATIONS

#### 4.1 Barry O’Riordan, Manager, Economic Development Cowichan Regional District and Jada Basi, Consultant, City Spaces

Barry O' Riordan, Manager of Economic Development for the Cowichan Regional District, introduced Jada Basi, project consultant for the Cowichan Region Workforce Housing Strategy. Ms. Basi provided an overview of the initiative, which aims to provide a regional solution to workforce housing shortages, and discussed the possibility of initiating a Housing Corporation to help meet the needs of the region. She responded to Council’s questions and noted that next steps would include a feasibility study.

Chair McKay thanked the speakers for the informative presentation and expressed enthusiasm for future initiatives.

##### **CW 2024-045**

That the Committee recommend that Council provide a resolution in support of moving the Cowichan Region Workforce Housing Strategy initiative forward.

*Motion Carried*

### 5. REPORTS

#### 5.1 Building Inspector's Report to August 31, 2024

The Committee requested that staff bring forward information regarding the number of rental housing units to be included in future reports.

##### **CW 2024-046**

That the Committee receive the Building Inspector’s Report for the months May to August 2024.

*Motion Carried*

**5.2 Ladysmith Fire/Rescue Reports for May, June and July 2024**

**CW 2024-047**

That the Committee receive the Ladysmith Fire/Rescue Reports for the months of May, June and July 2024.

*Motion Carried*

**5.3 Coastal Animal Control Services Reports for April, May and June 2024**

The Committee requested that staff contact Animal Control to determine whether repeat offenders can be identified in the report, as well as feedback on Animal Control activity at special events.

**CW 2024-048**

That the Committee receive the Coastal Animal Control Services Reports for the months April to June 2024.

*Motion Carried*

**5.4 Fee for Freedom of Information Requests**

**CW 2024-049**

That the Committee recommend that Council direct staff to include the permitted Freedom of Information application fee in the Town of Ladysmith's "Freedom of Information and Protection of Privacy Bylaw 2022, No. 2116".

*Motion Carried*

**5.5 2024 Q2 (Apr - Jun) Financial Update**

**CW 2024-050**

That the Committee receive the staff report dated September 10, 2024, regarding the 2024 Q2 (April - June) Financial Update from the Director of Financial Services.

*Motion Carried*

**5.6 OCP Implementation: Short Term Priorities**

**CW 2024-051**

That the Committee recommend to Council:

1. That implementation of the following short-term actions of the OCP be prioritized for 2025:
  - a. Updating the Development Cost Charge and Revitalization Tax Exemption Bylaws to incentivize growth in Priority Growth

- Areas, with an expanded scope that includes developing an Amenity Cost Charge Bylaw;
- b. Undertaking Ladysmith's First Mobility Plan and updating the Subdivision and Development Servicing Bylaw to reflect recommendations of the mobility plan;
  - c. Amending the Zoning Bylaw to reduce the minimum lot size for R-1 Zone;
  - d. Amending the Zoning Bylaw to include parking supply ratios and dimensions for van-accessible parking spaces;
  - e. Completing a tree protection bylaw;
  - f. Developing a monitoring program for purpose-built rental housing;
2. That Council pass a resolution authorizing staff to apply for any available grant that can be used to fund the projects under recommendation 1(a) to 1(f); and
  3. That staff be directed to include proposed funding in the 2025 budget for the projects under recommendation 1.

*Motion Carried*

## **5.7 Diversity, Equity and Inclusion**

### **CW 2024-052**

That the Committee recommend that Council approve the Diversity, Equity and Inclusion (DEI) Statement as provided in the staff report dated September 10, 2024 from the Manager of Human Resources.

*Motion Carried*

## **5.8 2023-2026 Strategic Priorities Update**

### **CW 2024-053**

That the Committee receive the 2023-2026 Strategic Priorities Update dated September 10, 2024.

*Motion Carried*

**6. COUNCIL SUBMISSIONS**

**6.1 Flyer Restrictions and Alternatives**

**CW 2024-054**

That the Committee recommend that Council direct staff to explore the possibility of adding additional noticeboards in the downtown area.

*Motion Defeated*

OPPOSED: Mayor Stone, Chair McKay and Councillors Gourlay, Jacobson and Stevens.

**7. NEW BUSINESS**

**7.1 Request for Assistance with Recruiting Volunteers for Citizens On Patrol & Speed Watch**

Mayor Stone discussed the importance of the Citizens On Patrol & Speed Watch programs, and encouraged the Town's Communications team and Councillors to spread the word that the organization is searching for volunteers. The Committee discussed reaching out to community partners such as the Chamber of Commerce and Downtown Business Association to enhance volunteer recruitment efforts.

**8. ADJOURNMENT**

**CW 2024-055**

That this Committee of the Whole Meeting be adjourned at 7:41 p.m.

*Motion Carried*

CERTIFIED CORRECT

  
Chair (Councillor J. McKay)

  
Corporate Officer (S. Bouma)