



## COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, May 13, 2025

6:30 P.M.

Ladysmith Seniors Centre  
630 2nd Avenue

### **Council Members Present:**

Councillor Ray Gourlay, Chair  
Mayor Deena Beeston  
Councillor Amanda Jacobson

Councillor Tricia McKay  
Councillor Duck Paterson  
Councillor Jeff Virtanen

### **Council Members Absent:**

Councillor Marsh Stevens

### **Staff Present:**

Allison McCarrick  
Erin Anderson  
Chris Barfoot  
Jake Belobaba  
Tim Tanton

Chris Geiger  
Sue Bouma  
Nick Pescod  
Hayley Young

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

Councillor Gourlay, Chair, called this Committee of the Whole meeting to order at 6:30 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 2025-021**

That the agenda for the May 13, 2025 Committee of the Whole meeting be approved as amended to include:

- Background materials, requested by Councillor Stevens, regarding legislative considerations for Item 6.1 "TOL Campsite Discussion - Mayor Beeston"; and
- New Item 7.1 "Spring Clean Up – Staff Verbal Update".

*Motion Carried*

### **3. MINUTES**

#### **3.1 Minutes of the Committee of the Whole Meeting held March 11, 2025**

##### **CW 2025-022**

That the minutes of the Committee of the Whole meeting held March 11, 2025 be approved.

*Motion Carried*

### **4. PRESENTATIONS**

#### **4.1 Ladysmith RCMP Annual Mayor's Report and Detachment Annual Performance Plan**

Staff Sergeant Trevor Busch, Ladysmith RCMP, reviewed the RCMP Annual Mayor's Report for April 1, 2024, to March 31, 2025, highlighting a general decline in crime trends across Vancouver Island. Additionally, he shared results from a recent community survey which revealed that the majority of respondents reported feeling safe in the community and expressed satisfaction with local RCMP services.

S/Sgt Busch then discussed the RCMP Detachment Annual Performance Plan for 2025-2026 and responded to Council's questions.

##### **CW 2025-023**

That the Committee receive the RCMP Annual Mayor's Report for April 1, 2024 to March 31, 2025.

*Motion Carried*

##### **CW 2025-024**

That the Committee recommend that Council approve the Ladysmith RCMP Detachment Annual Performance Plan for 2025-2026.

*Motion Carried*

### **5. REPORTS**

#### **5.1 Building Inspector's Report for January to April 30, 2025**

##### **CW 2025-025**

That the Committee receive the Building Inspector's Report for the months January to April 2025.

*Motion Carried*

## **5.2 Ladysmith Fire/Rescue Reports for January to April 2025**

### **CW 2025-026**

That the Committee receive the Ladysmith Fire/Rescue Reports for the months January to April 2025.

*Motion Carried*

## **5.3 Coastal Animal Control Services Reports for January to March 2025**

### **CW 2025-027**

That the Committee receive the Coastal Animal Control Services Reports for the months January to March 2025.

*Motion Carried*

## **5.4 2025 Q1 (Jan-Mar) Financial Update**

### **CW 2025-028**

That the Committee receive the staff report dated May 13, 2025, regarding the 2025 Q1 (Jan to March) Financial Update from the Director of Financial Services.

*Motion Carried*

## **5.5 Parklet Fees and Charges**

### **CW 2025-029**

That the Committee recommend that Council:

1. Reinstate fees for parklets and patios on Town streets, with annual fees of \$6.04 per m<sup>2</sup> or \$89.69 per parking stall, as provided in the report dated May 13, 2025; and
2. Direct staff to amend "Streets and Traffic Bylaw 1998, No.1309" based on item 1.

*Motion Carried*

## **5.6 2023-2026 Strategic Priorities Update**

### **CW 2025-030**

That the Committee receive the 2023-2026 Strategic Priorities Update dated May 13, 2025.

*Motion Carried*

## **6. COUNCIL SUBMISSIONS**

### **6.1 TOL Campsite Discussion - Mayor Beeston**

Mayor Beeston initiated the discussion on the potential for establishing a Town-owned campsite to support local tourism and economic development.

The Committee expressed concerns, including location considerations, the potential cost, staff capacity, and the fact that the strategic plan is already filled with projects, leaving no immediate capacity to pursue this initiative at this time.

### **6.2 Cemetery Columbarium - Councillor Gourlay**

Councillor Gourlay highlighted areas for improvement in the cemetery to make it more equitable and financially sustainable, noting that it is currently operating at a loss. He explained that both residents and non-residents are paying below market rates, with non-residents primarily using the cemetery. He noted that residents should not subsidize non-residents' burial rights.

Regarding the proposed columbarium niche structure, Councillor Gourlay explained that such niches are a popular cremation option and would allow the cemetery to densify by building upward, providing a space-efficient solution as cremation grows in popularity.

#### **CW 2025-031**

That the Committee recommend that Council direct staff to prepare a report for a future meeting of Council that:

1. Presents options for increasing cemetery plot fees for non-residents; and
2. Assesses the feasibility of installing a columbarium niche structure for the interment of urns.

*Motion Carried*

## **7. NEW BUSINESS**

### **7.1 Spring Clean Up – Staff Verbal Update**

Allison McCarrick, CAO, provided a verbal update on the Town's spring cleanup program, highlighting feedback from residents about missed items and the reasons behind those concerns.

She referenced Councillor Gourlay's suggestion to implement a survey on the program and confirmed that the survey will be conducted before next year's program. The results will be brought forward to Council to help inform potential revisions to the program or a decision on whether to continue it.

**8. ADJOURNMENT**

**CW 2025-032**

That this Committee of the Whole Meeting be adjourned at 7:47 p.m.

*Motion Carried*

CERTIFIED CORRECT

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Chair (Councillor R. Gourlay)

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Corporate Officer (S. Bouma)