



COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, July 15, 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

Council Members Absent:

Councillor Marsh Stevens

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot

Chris Geiger
Nick Pescod
Hayley Young

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 2025-033

That the agenda for this July 15, 2025 Committee of the Whole meeting be approved.

Motion Carried

3. MINUTES

3.1 Minutes of the Committee of the Whole Meeting held May 13, 2025

CW 2025-034

That the minutes of the Committee of the Whole meeting held May 13, 2025 be approved.

Motion Carried

4. PRESENTATIONS

4.1 RCMP 1st Quarter 2025 Report

Staff Sergeant Busch presented the RCMP's first-quarter update, noting an overall increase in the number of files compared to the same period last year. He highlighted improvements in proactive policing and community engagement, as well as ongoing efforts in traffic enforcement, mental health-related response, and general public assistance. Some areas continue to require attention, but overall, the detachment is on track with its goals and has received positive feedback from the community.

S/Sgt Busch responded to questions from the Committee, and the Committee expressed their appreciation for the presentation and the work of the Ladysmith RCMP.

4.2 Emergency Evacuation Overview

Chris Geiger, Manager of Protective Services and April Diver, Cowichan Valley Regional District's Manager of Emergency Operations & Planning, provided an overview of evacuation planning for Ladysmith, including the use of pre-identified zones and coordinated regional response efforts. They responded to questions from the Committee.

The Committee expressed appreciation for the presentation and the work done to support community preparedness.

CW 2025-035

That the Committee receive the presentation from the Town's Manager of Protective Services and the Cowichan Valley Regional District's Manager of Emergency Operations & Planning regarding evacuation routes in Ladysmith.

Motion Carried

5. REPORTS

5.1 Bylaw Dispute Adjudication Registry System

CW 2025-036

That the Committee recommend that Council direct staff to establish a local government bylaw dispute adjudication system under the *Local Government Bylaw Notice Enforcement Act*.

Motion Carried

5.2 Proposed Amendments to “Council Procedure Bylaw 2009, No. 1666”

CW 2025-037

By unanimous consent, the Committee agreed to consider separately the proposed amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically including:

- Various housekeeping amendments;
- Adjusting the start time of all Regular Council Meetings to 6:00 p.m.;
- Expanding meeting conduct expectations to include attendees;
- Granting all Council members the right to bring a previously voted-on matter back for reconsideration within 30 days;
- Providing additional grounds for denying delegation requests;
- Updating language pertaining to legal matters; and
- Moving Question Period from the end of the agenda to the beginning.

CW 2025-038

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to implement various housekeeping amendments.

Motion Carried

CW 2025-039

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to adjust the start time of all Regular Council Meetings to 6:00 p.m.

Motion Defeated

OPPOSED: All members of the Committee.

CW 2025-040

That the Committee recommend that Council direct staff to prepare amendments to "Council Procedure Bylaw 2009, No. 1666" as identified in the staff report dated July 15, 2025, specifically to expand meeting conduct expectations to include attendees.

Motion Carried

CW 2025-041

That the Committee recommend that Council direct staff to prepare amendments to "Council Procedure Bylaw 2009, No. 1666" as identified in the staff report dated July 15, 2025, specifically to grant all Council members the right to bring a previously voted-on matter back for reconsideration within 30 days.

CW 2025-042**MOTION TO TABLE**

That the Committee table the following recommendation and direct staff to report back with additional information:

"That the Committee recommend that Council direct staff to prepare amendments to Council Procedure Bylaw 2009, No. 1666, as identified in the staff report dated July 15, 2025, specifically to grant all Council members the right to bring a previously voted-on matter back for reconsideration within 30 days."

Motion Defeated

OPPOSED: Mayor Beeston, Councillors Gourlay, McKay and Jacobson.

CW 2025-043**AMENDMENT**

That the Committee amend the motion to specify that only Council members who voted on the prevailing side may bring a previously voted-on matter back for reconsideration within 30 days.

Amendment Carried

OPPOSED: Councillor Jacobson and Paterson.

Resolution CW 2025-041, as amended reads:

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to grant all Council members who voted on the prevailing side the right to bring a previously voted-on matter back for reconsideration within 30 days.

Main Motion, as Amended, Carried

OPPOSED: Councillor Paterson.

CW 2025-044

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to provide additional grounds for denying delegation requests.

Motion Carried

CW 2025-045

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to update language pertaining to legal matters.

Motion Carried

CW 2025-046

That the Committee recommend that Council direct staff to prepare amendments to “Council Procedure Bylaw 2009, No. 1666” as identified in the staff report dated July 15, 2025, specifically to move Question Period from the end of the agenda to the beginning.

Motion Defeated

OPPOSED: Councillors Gourlay, McKay and Jacobson.

6. COUNCIL SUBMISSIONS

6.1 Election Bylaw Amendment – Councillor Gourlay

CW 2025-047

That the Committee recommend that Council amend “Town of Ladysmith Election and Assent Voting Bylaw 2018, No. 1964” to set the required minimum number of qualified nominators for a member of Council at ten, in accordance with section 86 (2)(a) of the Local Government Act.

Motion Carried

6.2 Ladysmith Marine Search and Rescue Funding - Councillor Paterson

CW 2025-048

That the Committee recommend that Council direct staff to contact federal and provincial ministries with jurisdiction over the waters surrounding Ladysmith and encourage those ministries to work with the Royal Canadian Marine Search and Rescue regarding funding.

Motion Carried

6.3 Community Garden on Island Health Property - Councillor Paterson

CW 2025-049

That the Committee recommend that Council direct staff to arrange a meeting with Island Health to explore the possibility of using a portion of the landscaped area around the Urgent Care Centre for community gardens.

Motion Defeated

OPPOSED: Mayor Beeston, Councillors Gourlay and McKay.

CW 2025-050

That the Committee recommend that Council direct staff to contact the local Island Health facility manager to discuss the community garden proposal and determine whether there is support to move the idea forward.

Motion Carried

OPPOSED: Councillor Paterson.

7. ADJOURNMENT

CW 2025-051

That this Committee of the Whole Meeting be adjourned at 8:11 p.m.

Motion Carried

CERTIFIED CORRECT

Chair (Councillor R. Gourlay)

Deputy Corporate Officer
(E. Anderson)