



COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, May 12, 2026

6:30 P.M.

Ladysmith Seniors Centre
630 2nd Avenue

Council Members Present:

Councillor Duck Paterson, Chair
Mayor Deena Beeston
Councillor Ray Gourlay

Councillor Tricia McKay
Councillor Jeff Virtanen

Council Members Absent:

Councillor Amanda Jacobson

Councillor Marsh Stevens

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Jake Belobaba (*Via Zoom*)

Tim Tanton
Chris Geiger
Sue Bouma
Hayley Young

1. CALL TO ORDER AND ACKNOWLEDGEMENT

Councillor Paterson, Chair, called this Committee of the Whole meeting to order at 6:30 p.m., and delivered the land acknowledgement.

2. AGENDA APPROVAL

CW 2026-021

That the Committee approve the agenda for the May 12, 2026 Committee of the Whole meeting, as amended to:

1. Replace Attachment A for Item 4.7, "Mobile Vending Requests and Mobile Food Vendor Temporary Park Permits" with a revised version in which references to annual and seasonal components have been removed; and
2. Move Item 4.5, "Mountain Bike Trail Network Feasibility Study" to follow Item 3.1 and renumber the agenda accordingly.

Motion Carried

3. MINUTES

3.1 Minutes of the Committee of the Whole Meeting held March 10, 2026

CW 2026-022

That the minutes of the Committee of the Whole meeting held March 10, 2026 be approved.

Motion Carried

4. REPORTS

4.1 Mountain Bike Trail Network Feasibility Study

Erik Holbek (Econ Consulting) and Martin Ready (Island Mountain Rides) spoke to the report and, together with Jake Belobaba, Director of Development Services, responded to Council's questions.

CW 2026-023

That the Committee recommend that Council:

1. Receive the Trail Feasibility Study, provided as Attachment A to the May 12, 2026 report to the Committee of the Whole; and
2. Direct staff to:
 - a. Proceed with the Economic Impact Assessment described in the May 12, 2026 staff report; and
 - b. Seek landowner and First Nations consent for the proposed trail network.

Motion Carried

4.2 Building Inspector's Report to April 30, 2026

CW 2026-024

That the Committee receive the Building Inspector's Report for the months January to April 2026.

Motion Carried

4.3 Ladysmith Fire/Rescue Reports for January to April 2026

CW 2026-025

That the Committee receive the Ladysmith Fire/Rescue Reports for the months January to April 2026.

Motion Carried

4.4 Coastal Animal Control Services Reports for January to March 2026

CW 2026-026

That the Committee receive the Coastal Animal Control Services Reports for the months January to March 2026.

Motion Carried

4.5 2026 Q1 Financial Update

CW 2026-027

That the Committee receive the staff report dated May 12, 2026, regarding the 2026 first quarter (January to March) financial update from the Director of Financial Services.

Motion Carried

4.6 Proposed Proclamations and Themed Lighting Policy Amendments

CW 2026-028

That the Committee recommend that Council amend the Themed Lighting Policy 01 0320 B, as follows:

1. Expand the scope of the policy to include proclamations; and
2. Adopt the redlined amendments as outlined in Attachment A to the May 12, 2026 Committee of the Whole report from the Corporate Services Department.

Motion Carried

4.7 Mobile Vending Requests and Mobile Food Vendor Temporary Park Permits

CW 2026-029

That the Committee recommend that Council:

1. Approve the implementation of the “Mobile Food Vendor – Temporary Park Permit” and associated fee structure, as outlined in the staff report dated May 12, 2026, from the Parks, Recreation & Culture Department;
2. Direct staff to amend the “Town of Ladysmith Parks Usage Bylaw, 2017, No. 1933” to include the corresponding fee schedule and language attached to this report; and
3. Direct staff to implement the “Commercial Interest Information Form” attached to this report, to streamline the review process for all mobile vending park requests.

Motion Carried

4.8 6th Avenue Project Update

CW 2026-030

That the Committee recommend that Council direct staff to proceed with a phasing plan and cost estimates for the 6th Avenue Improvements and include Phase 1 construction in the 2027 budget for Council's consideration.

Motion Carried

5. AVICC UPDATE

Mayor Beeston and Councillors Gourlay and McKay provided an update on their attendance at the 2026 Association of Vancouver Island and Coastal Communities convention, including key takeaways.

6. ADJOURNMENT

CW 2026-031

That this Committee of the Whole Meeting be adjourned at 7:48 p.m.

Motion Carried

CERTIFIED CORRECT

Chair (Councillor D. Paterson)

Deputy Corporate Officer
(H. Young)