COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, September 8, 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 Amanda Jacobson
Councillor Tricia McKay
Councillor Jeff Virtanen

Council Members Absent:

Councillor Marsh Stevens

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Iain Bourhill
Chris Geiger *(Via Zoom)*
Sue Bouma
Nick Pescod
Hayley Young
Mike Sherman

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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.

As this was Councillor Paterson's final in-person meeting, the Mayor recognized his more than 35 years of dedicated service to the Town of Ladysmith and presented a commemorative gift in appreciation of his contributions to the community.

2. AGENDA APPROVAL

CW 2026-041
That the Committee approve the agenda for this Committee of the Whole meeting for September 8, 2026, as amended to include Item 6.1, "Spirit of Ladysmith Business Awards Community Sponsorship."
Motion Carried

3. MINUTES

3.1 Minutes of the Committee of the Whole Meeting held July 14, 2026

CW 2026-042
That the Committee approve the minutes of the Committee of the Whole meeting held July 14, 2026.
Motion Carried

4. REPORTS

4.1 Building Inspector's Report to August 31, 2026

CW 2026-043
That the Committee receive the Building Inspector's Report for the months May to August 2026.
Motion Carried

4.2 Ladysmith Fire/Rescue Reports for May to July 2026

CW 2026-044
That the Committee receive the Ladysmith Fire/Rescue Reports for the months May to July 2026.
Motion Carried

4.3 Coastal Animal Control Services Reports for April to June 2026

CW 2026-045
That the Committee receive the Coastal Animal Control Services Reports for the months April, May and June 2026.
Motion Carried

4.4 2026 Q2 (Apr-Jun) Financial Update

CW 2026-046
That the Committee receive the staff report dated September 8, 2026, regarding the 2026 second quarter (April to June) financial update from the Director of Financial Services.
Motion Carried

4.5 Animal Responsibility Bylaw

CW 2026-047

That the Committee recommend that Council:

1. Give first, second and third readings to “Animal Responsibility Bylaw 2026, No. 2238”;
2. Direct staff to bring forward amendments to “Ticket Information Utilization Bylaw 2002, No. 1457”, to incorporate additional fines associated with the inclusion of other animals under the bylaw; and
3. Direct staff to bring forward amendments to “Town of Ladysmith Fees and Charges Bylaw 2008, No. 1644” to reflect expanded impound fees.

Motion Carried

4.6 Rutti Park Implementation Plan

CW 2026-048

That the Committee recommend that Council:

1. Endorse the Rutti Park Implementation Plan as presented; and
2. Direct staff to include costing for Phase 1 of the Rutti Park Implementation Plan including the pathway from Phase 2 for consideration as part of the 2027 capital budget deliberations.

Motion Carried

CW 2026-049

AMENDMENT

That the Committee amend Resolution CW 2026-048 to include the children's play area to the Phase 1 costing of the Rutti Park Implementation Plan.

Amendment Carried

CW 2026-048, as amended, reads:

That the Committee recommend that Council:

1. Endorse the Rutti Park Implementation Plan as presented; and
2. Direct staff to include costing for Phase 1 of the Rutti Park Implementation Plan including the pathway and the children's play area from Phase 2 for consideration as part of the 2027 capital budget deliberations.

Main Motion, as Amended, Carried

4.7 Tree Protection Bylaw

CW 2026-050
That the Committee recommend that Council:

1. Receive the September 8, 2026 staff report from the Development Services Department regarding the proposed Tree Protection Bylaw; and
2. Provide direction to staff to proceed.

Motion Carried

4.8 2023-2026 Strategic Priorities Update

CW 2026-051
That the Committee receive the 2023-2026 Strategic Priorities Update dated September 8, 2026.
Motion Carried

5. COUNCIL SUBMISSIONS

5.1 Painting of Roundabout at 4th Ave. and Belaire St. - Councillor McKay

CW 2026-052
That the Committee recommend that Council direct staff to explore remedies to increase safety at the intersection of 4th Avenue and Belaire Street and report back at a future meeting of Council.
Motion Carried

5.2 Sign Display - Councillor Paterson

CW 2026-053
That the Committee recommend that Council direct staff to design, purchase, and install "Shop Local, Shop Ladysmith, Buy Canadian" signage at the two highway sign stations and Aggie Hall, and display the signage when those locations are not being used to advertise community events.

CW 2026-054
AMENDMENT
By unanimous consent, the Committee agreed to amend Resolution CW 2026-053 to include the phrase "provided that the project can be accommodated within the approved budget" before the second clause.
Amendment Carried

Resolution CW 2026-053, as amended, reads:
That the Committee recommend that Council direct staff to design, purchase, and install "Shop Local, Shop Ladysmith, Buy Canadian" signage at the two highway sign stations and Aggie Hall, provided that the project can be accommodated within the approved budget, and display the signage when those locations are not being used to advertise community events.
Main Motion, as Amended, Carried

6. NEW BUSINESS

6.1 Spirit of Ladysmith Business Awards Community Sponsorship

CW 2026-055
That the Committee recommend that Council approve a $250 Community Sponsorship for the 2026 Spirit of Ladysmith Business Awards.
Motion Carried

7. ADJOURNMENT

The Chair, on behalf of Council, wished Nicholas Pescod, Communications & Engagement Specialist, well in his future endeavours and thanked him for his hard work and contributions to the Town.

CW 2026-056
That this Committee of the Whole Meeting be adjourned at 7:23 p.m.
Motion Carried

Chair (Councillor D. Paterson)

Deputy Corporate Officer
(H. Young)