



## MINUTES OF A REGULAR MEETING OF COUNCIL

Tuesday, June 18, 2024  
5:30 P.M.  
Ladysmith Seniors Centre  
630 2nd Avenue

### Council Members Present:

Mayor Aaron Stone  
Councillor Ray Gourlay  
Councillor Amanda Jacobson  
Councillor Tricia McKay

Councillor Duck Paterson  
Councillor Marsh Stevens  
Councillor Jeff Virtanen

### Staff Present:

Allison McCarrick  
Erin Anderson  
Chris Barfoot  
Ryan Bouma

Chris Geiger  
Sue Bouma  
Nick Pescod

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### 1. CALL TO ORDER

Mayor Stone called this Meeting of Council to order at 5:30 p.m., in order to retire immediately into Closed Session.

### 2. CLOSED SESSION

#### CS 2024-127

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session in order to consider items related to the following:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality; and
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

*Motion Carried*

### **3. OPEN MEETING AND ACKNOWLEDGEMENT**

Mayor Stone called this Regular Meeting of Council to order at 7:00 p.m., recognizing with gratitude that it was taking place on the unceded territory of the Stz'uminus First Nation.

### **4. AGENDA APPROVAL**

#### **CS 2024-128**

That Council approve the agenda for this Regular Meeting of Council for June 18, 2024.

*Motion Carried*

### **5. MINUTES**

#### **5.1 Minutes of the Public Hearing and Regular Council Meeting held May 21, 2024**

##### **CS 2024-129**

That Council rescind the adoption of the May 21, 2024 minutes and re-adopt as amended.

*Motion Carried*

#### **5.2 Minutes of the Regular Meeting of Council held June 4, 2024**

##### **CS 2024-130**

That Council approve the minutes of the Regular Meeting of Council held June 4, 2024.

*Motion Carried*

### **6. REPORTS**

#### **6.1 Award Fire Services Strategic Work Plan**

##### **CS 2024-131**

That Council:

1. Award the Fire Services Strategic Work Plan process to Tim Pley & Associates in the amount of \$38,500, plus applicable taxes; and
2. Reallocate \$38,500 from the Fire Department previous year's surplus reserve and amend the 2024-2028 Financial Plan accordingly.

*Motion Carried*

## **6.2 Skatepark Community Painting Project**

### **CS 2024-132**

That Council direct staff to coordinate the Skatepark Community Painting Project with the Ladysmith Skatepark Collective, to begin during the 2024 summer.

*Motion Carried*

## **6.3 Child Protection Policy Update**

### **CS 2024-133**

That Council authorize updating and converting the Child Protection Policy, as presented in the June 18, 2024 staff report from the Director of Parks, Recreation & Culture, into an administrative policy.

*Motion Carried*

## **6.4 Town of Ladysmith 2023 Annual Municipal Report**

A member of the public enquired about aspects of the audited financial statements included in the 2023 Annual Municipal Report. Staff advised that this information had been addressed by the auditor at the April 16, 2024 Council meeting.

### **CS 2024-134**

That Council approve the Town of Ladysmith 2023 Annual Municipal Report.

*Motion Carried*

## **6.5 Town of Ladysmith 2023 Statement of Financial Information**

### **CS 2024-135**

That Council approve the Town of Ladysmith Statement of Financial Information for the fiscal year ended December 31, 2023.

*Motion Carried*

## **6.6 BC Hydro DC Charger Station Agreement**

### **CS 2024-136**

That Council:

1. Direct staff to review the BC Hydro License of Occupation with the Town's lawyer and make necessary changes;

2. Authorize the Town's Corporate Officer to enter into the License of Occupation with BC Hydro once staff are satisfied with the final version; and
3. Direct staff to include the necessary funds in the 2025 budget.

*Motion Carried*

**CS 2024-137**

That Council direct staff to write a letter to BC Hydro:

1. Encouraging them to request a protected left hand turn light on the south bound side of the Trans-Canada Highway to Capt. Tristan De Koninck Way; and
2. Requesting the inclusion of North American charging plugs for some of the stations.

*Motion Carried*

**7. BYLAWS**

**7.1 Bylaw Status Sheet**

**8. CORRESPONDENCE**

**8.1 King Charles III Coronation Medal Selection Committee**

**CS 2024-138**

That Council select Councillor Paterson to sit on the King Charles III Coronation Medal selection committee to review the nominations of outstanding Nanaimo – Ladysmith community members who have made a difference in our communities for consideration for a Coronation Medal.

*Motion Carried*

**9. NEW BUSINESS**

**9.1 Request to attend the Vancouver Creative City Summit**

**CS 2024-139**

That Council authorize Councillor McKay to attend the Creative City Network of Canada, Creative City Summit 2024 to be held in Vancouver on October 1-3, 2024.

*Motion Carried*

**9.2 Replacement for Councillor Virtanen at the Union of British Columbia Municipalities (UBCM) 2024 Convention**

**CS 2024-140**

That Council defer discussion regarding the reassignment of Councillor Virtanen's, and potentially Councillor Paterson's, attendance as delegates at the 2024 Union of BC Municipalities (UBCM) Convention to the next meeting of Council.

*Motion Carried*

**9.3 Ministry Appointments at the Union of British Columbia Municipalities (UBCM) 2024 Convention**

**CS 2024-141**

That Council direct staff to request appointments at the 2024 UBCM Convention with the Ministers of Finance and Municipal Affairs to discuss the need for a stronger fiscal framework for local governments, as well as with the Minister of Education regarding seismic upgrades and school facilities planning.

**10. QUESTION PERIOD**

A member of the public inquired about the number of charging stations proposed in item 6.6, as well as the payment process involved.

**11. RECESS**

**CS 2024-142**

That Council recess at 8:08 p.m. in order to reconvene the Closed Session.

*Motion Carried*

**12. RISE AND REPORT- Items from Closed Session**

Council rose from Closed Session at 8:53 p.m. without report.

The following items from the June 4, 2024 Closed Meeting of Council were reported:

**CE 2024-045**

That Council:

1. Direct staff to begin work on a Fire Service Strategic Work Plan; and
2. Rise and report immediately.

**CE 2024-046**

That Council:

1. Endorse the change of scope to the Kay Grouhel Recognition Project as proposed in the June 4<sup>th</sup>, 2024 report; and
2. Rise and report on Recommendation No. 1 immediately.

**13. ADJOURNMENT**

**CS 2024-143**

By unanimous consent Council adjourned this Regular Meeting of Council at 8:54 p.m.

CERTIFIED CORRECT

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Mayor (A. Stone)

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Corporate Officer (S. Bouma)