



MINUTES OF A REGULAR MEETING OF COUNCIL

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

Council Members Present:

Acting Mayor Tricia McKay
Councillor Ray Gourlay
Councillor Amanda Jacobson

Councillor Duck Paterson
Councillor Marsh Stevens

Council Members Absent:

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot
Jake Belobaba
Tim Tanton

Trish McConnell
Sue Bouma
Julia Tippet
Nick Pescod
Hayley Young

1. CALL TO ORDER

Acting Mayor McKay called this Meeting of Council to order at 5:31 p.m., in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2024-253

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:

- (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 (7:00 P.M.)

Acting Mayor McKay called this Regular Meeting of Council to order at 7:03 p.m., recognizing with gratitude that it was taking place on the unceded territory of the Stz'uminus First Nation.

4. AGENDA APPROVAL

CS 2024-254

That Council approve the agenda for this Regular Meeting of Council for November 5, 2024.

Motion Carried

5. MINUTES

5.1 Minutes of the Regular Meeting of Council held October 15, 2024

CS 2024-255

That Council approve the minutes of the Regular Meeting of Council held October 15, 2024.

Motion Carried

6. PRESENTATION

6.1 Achievement Award for the Ladysmith Chargers U17B- Kennedy Softball Team

Acting Mayor McKay presented the Ladysmith-Chargers U17B – Kennedy softball team with the Ladysmith Achievement Award, which honors individuals, teams or groups who achieve provincial, national or international recognition in the areas of sports, science, social, and culture. She highlighted the impressive sportsmanship of the softball team, celebrating their gold medal victory in the Softball BC U17B Provincial Championship.

7. ANNUAL APPOINTMENTS

7.1 Deputy Mayor

Acting Mayor McKay made the following appointments for Deputy Mayor in 2025:

November 2024 to April 2025: Councillor Virtanen

May 2025 to October 2025: Councillor Gourlay

7.2 Parcel Tax Review Panel

CS 2024-256

That Council appoint Councillors Gourlay, Stevens and Jacobson to the 2025 Parcel Tax Review Panel.

Motion Carried

7.3 Cowichan Valley Regional District Director

CS 2024-257

That Council appoint Acting Mayor McKay as the Town of Ladysmith Director on the Cowichan Valley Regional District Board for the 2024/25 term.

Motion Carried

7.4 Cowichan Valley Regional District Alternate Director

CS 2024-258

That Council appoint Councillor Stevens as the Town of Ladysmith Alternate Director on the Cowichan Valley Regional District Board for the 2024/25 term.

Motion Carried

7.5 Vancouver Island Regional Library Board Director

CS 2024-259

That Council appoint Councillor Jacobson as Director to the Vancouver Island Regional Library Board for the 2025 term.

Motion Carried

7.6 Vancouver Island Regional Library Board Alternate Director

CS 2024-260

That Council appoint Councillor Virtanen as the Alternate Director to the Vancouver Island Regional Library Board for the 2025 term.

Motion Carried

7.7 Standing and Community Committee Representatives

Acting Mayor McKay made the following appointments to Council Advisory Commissions and Committees:

Committee of the Whole

November 2024 to April 2025

Chair: Councillor Virtanen

Vice Chair: Councillor Gourlay

May 2025 to October 2025

Chair: Councillor Gourlay

Vice Chair: Councillor Virtanen

All Members of Council are Members of CoW.

Waterfront Implementation Committee

Council Liaison: Acting Mayor McKay

Council Liaison: Councillor Stevens

Council Liaison: Councillor Paterson

Cowichan North Recreation Commission

Council Liaison: Councillor Stevens

Council Liaison: Councillor Jacobson

Alternate: Councillor Gourlay

Alternate: Acting Mayor McKay

Community Planning Advisory Committee

Council Liaison: Councillor Virtanen

Alternate: Councillor Paterson

Parks, Recreation & Culture Advisory Committee

Council Liaison: Councillor Virtanen

Alternate: Councillor Jacobson

Accessibility Committee

Council Liaison: Councillor Jacobson

Alternate: Councillor Paterson

Liquid Waste Management Committee

Council Liaison: Councillor Gourlay

Council Liaison: Councillor Jacobson

Council Liaison: Councillor Paterson

Public Art Committee

Council Liaison: Acting Mayor McKay
Alternate: Councillor Stevens

Stocking Lake Advisory Committee

Chair: Acting Mayor McKay
Council Liaison: Councillor Stevens

Celebrations Committee

Council Liaison: Councillor Virtanen
Alternate: Councillor Jacobson

Ladysmith Festival of Lights

Council Liaison: Councillor Gourlay
Alternate: Councillor Stevens

Ladysmith Chamber of Commerce

Council Liaison: Councillor Paterson
Alternate: Acting Mayor McKay

Ladysmith Downtown Business Association

Council Liaison: Councillor Gourlay
Alternate: Councillor Jacobson

Social Planning Cowichan

Council Liaison: Councillor Stevens
Alternate: Councillor Paterson

**Board of Education of School District 68 Long Range Facilities
Planning Advisory Committee**

Council Liaison: Councillor Stevens

Our Cowichan Community Health Network

Council Liaison: Councillor Stevens

8. PROCLAMATIONS

8.1 Adoption Awareness Month - November 2024

Acting Mayor McKay proclaimed November 2024 as "Adoption Awareness Month" in the Town of Ladysmith.

8.2 Louis Riel Day - November 16, 2024

Acting Mayor McKay proclaimed November 16, 2024 as "Louis Riel Day" in the Town of Ladysmith.

9. DEVELOPMENT APPLICATIONS

9.1 Development Variance Permit 3090-23-07 and Development Permit 3060-23-21 – 440 1st Avenue

CS 2024-261

That Council:

1. Issue Development Variance Permit Number 3090-23-07 for 440 1st Avenue (Lot 6, Block 27, District Lot 56, Oyster District, Plan 703) to vary sections 11.2.5.(d) and 11.2.10.(e)(iv), (v) and (vi) of "Town of Ladysmith Zoning Bylaw 2014, No. 1860" to:
 - a. reduce the minimum interior side parcel line setback for the electrical kiosk from 1.0 to 0.1 metres;
 - b. increase the permitted height for canopies on the roof top amenity space from 18.0 metres to 19.2 metres;
 - c. reduce the front parcel line setbacks for:
 - i. The cornice of the fourth storey of a mixed-use building from 2.7 to 1.9 metres;
 - ii. The exterior wall cladding of the fourth storey of a mixed-use building from 2.7 to 2.2 metres;
 - iii. The cornice of the fifth storey of a mixed-use building from 5.4 to 4.1 metres;
 - iv. The exterior wall cladding of the fifth storey of a mixed-use building from 5.4 to 4.4 metres; and
 - d. allow a total of four off-street small-car parking spaces;
2. Issue Development Permit Number 3060-23-21 for 440 1st Avenue to authorize the redevelopment of an existing heritage building with ground-level commercial and twenty-two residential dwelling units; and

3. Require as a condition of the issuance of Development Permit 3060-23-21 that the applicant provide landscape security for the amount stated in the Development Permit (3060-23-21).

Motion Carried

10. COMMITTEE MINUTES

10.1 Parks, Recreation & Culture Advisory Committee - October 16, 2024

CS 2024-262

That Council receive the minutes of the Parks, Recreation & Culture Advisory Committee meeting held October 16, 2024.

Motion Carried

11. 2025-2029 FINANCIAL PLAN DISCUSSIONS - WATER & SEWER - OPERATING & CAPITAL

11.1 Presentation and Council Discussion

The Director of Financial Services provided a presentation on the Water and Sewer Budgets for 2025.

11.2 Public Input & Questions

A member of the public asked whether the Water and Sewer Financial Plan Presentation would be available on the Town website.

11.3 Water and Sewer Budgets 2025

CS 2024-263

That Council:

1. Direct staff to amend the "Sewer Rates Bylaw 1966, No. 422, Amendment Bylaw 1999, No.1360" to include a 3% increase to the rates;
2. Direct staff to prepare the 2025 Sewer Parcel Tax bylaw for \$362 per parcel;
3. Direct staff to amend the "Waterworks Regulation Bylaw 1999, No.1298" to include a 5% increase to the rates; and
4. Direct staff to prepare the 2025 Water Parcel Tax bylaw for \$459 per parcel.

Motion Carried

12. REPORTS

12.1 Adjustment to Water Billing Account – 2024, Q3

CS 2024-264

That Council provide a bill adjustment in the amount of \$3,195.82 to billing Account No. 000-1411400-000 due to a water leak.

Motion Carried

13. BYLAWS

13.1 Bylaw Status Sheet

14. CORRESPONDENCE

14.1 CVRD Regional Growth Strategy Committee

CS 2024-265

That Council appoint Jake Belobaba to the CVRD Regional Growth Strategy Steering Committee.

Motion Carried

15. QUESTION PERIOD

A member of the public thanked Council on behalf of the owners of 440 1st Avenue for their support of the development project.

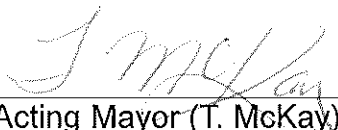
16. ADJOURNMENT

CS 2024-266

That this Regular Meeting of Council be adjourned at 8:01 p.m.

Motion Carried

CERTIFIED CORRECT



Acting Mayor (T. McKay)



Corporate Officer (S. Bouma)