

A REGULAR MEETING OF THE
COUNCIL OF THE TOWN OF LADYSMITH
AGENDA
7:00 P.M.

Monday, November 18, 2019
Council Chambers, City Hall

Pages

1. **CALL TO ORDER**

Call to Order at 5:00 p.m. in Open Session, in order to retire immediately into Closed Session.

Members of the public are welcome to attend all Open Meetings of Council, but may not attend Closed Meetings.

2. **CLOSED SESSION**

In accordance with section 90 of the Community Charter, this section of the meeting will be held *In Camera* to consider the following matters, for the reasons as noted:

- the receipt of legal advice - section 90(1)(i)
- the provision of a municipal service - section 90(1)(k)

Recommendation

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:

- The receipt of legal advice - section 90(1)(i)
- the provision of a municipal service - section 90(1)(k)

3. **REGULAR MEETING (7:00 P.M.)**

4. **AGENDA APPROVAL**

Recommendation

That Council approve the agenda for this Regular Meeting of Council for November 18, 2019.

5. RISE AND REPORT- Items from Closed Session

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held November 4, 2019

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Recommendation

That Council approve the minutes of the Regular Meeting of Council held November 4, 2019.

7. DELEGATIONS

7.1 Jim Stewart, Old English Car Club: Brits on the Beach 20th Anniversary

8. PROCLAMATIONS

8.1 Adoption Month

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Mayor Stone has proclaimed November 2019 as Adoption Awareness month in the Town of Ladysmith, in recognition of the care, compassion and unselfish commitment of British Columbia adoptive families, and to remind citizens that there are many children and sibling groups in the province who are available for adoption.

8.2 National Child Day

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Mayor Stone has proclaimed November 20, 2019 as National Child Day in the Town of Ladysmith, recognizing the rights of children to be protected and safe from harm, to have access to services, to experience meaningful participation in community life and to have the opportunity to enjoy their childhood.

9. 2020 BUDGET WORKSHOP - WATER AND SEWER UTILITY INTRODUCTION

9.1 Presentation and Council Discussion

9.2 Public Input and Questions

10. BYLAWS - OFFICIAL COMMUNITY PLANNING AND ZONING

10.1 DCC Reduction Bylaw: 314 Buller Street

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Recommendation

That Council:

1. Give first, second and third readings to Town of Ladysmith Not-for-Profit Rental Housing Development Cost Charges Reduction Bylaw, 2019, No. 2024;
2. Direct staff to delay developing a policy to consider site-specific development cost charge reductions pursuant to Council resolution CS 2019-239 until a housing needs report in accordance with section Division 22 of the *Local Government Act* is received by Council; and
3. Delay repealing Development Cost Charge Reduction Bylaw 1804 until a policy to consider development cost charge reductions pursuant to Council resolution CS 2019-239 is endorsed by Council.

11. COMMITTEE MINUTES

11.1 Minutes of the Community Planning Advisory Committee Meeting held October 30, 2019

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12. REPORTS

12.1 Union of British Columbia Municipalities (UBCM) Child Care Space Creation Program Application

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Recommendation

That Council:

1. Direct staff to submit an application to the UBCM Child Care Space Creation Program for up to \$1 million for additional child care spaces in the Town of Ladysmith at the Boys and Girls Club of Central Vancouver Island (BCCCVI) building at 220 High Street, and confirm that if successful the Town agrees to manage the delivery of the program as defined within the program requirements;
2. Authorize the Town to enter into a 15 year commitment with the Province of BC to provide child care spaces in the community if the Town is successful in receiving the grant; and
3. Authorize staff to draft a partnership agreement for Council consideration which defines the Town's and BGCCVI's responsibilities and commitments relating to child care services at 220 High Street.

Recommendation

That Council:

1. Direct staff to increase the budget for the Town's share of Russell Road reconstruction to a total cost of \$151,100 with the additional funds to come from the Infrastructure Reserve; and
2. Direct staff to adjust the 2019 – 2024 financial plan accordingly.

13. NEW BUSINESS**13.1 Western Forest Products Labour Dispute**Recommendation

That Council ratify its electronic endorsement of the letter presented by Vancouver Island Mayors whose communities have been affected by the labour dispute between Western Forest Products and the United Steelworkers Union and support the Mayors' request to urge both parties to bargain in good faith in order to find a resolution.

14. UNFINISHED BUSINESS**15. QUESTION PERIOD**

- A maximum of 15 minutes is allotted for questions.
- Persons wishing to address Council during "Question Period" must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes.
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine.
- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

16. ADJOURNMENT



MINUTES OF A REGULAR MEETING OF COUNCIL

Monday, November 4, 2019

7:00 P.M.

Council Chambers, City Hall

Council Members Present:

Mayor Aaron Stone
Councillor Duck Paterson
Councillor Amanda Jacobson
Councillor Rob Johnson

Councillor Tricia McKay
Councillor Marsh Stevens
Councillor Jeff Virtanen

Staff Present:

Guillermo Ferrero
Erin Anderson
Jake Belobaba
Geoff Goodall

Clayton Postings
Joanna Winter
Sue Bouma

1. CALL TO ORDER

Mayor Stone called this meeting of Council to order at 5:01 p.m. in order to retire immediately into Closed Session.

2. CLOSED SESSION

CS 2019-348

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:

- Security of the property of the municipality - section 90(1)(d)
- Personal information about an identifiable individual - section 90(1)(a)
- The acquisition, disposition or expropriation of land or improvements – section 90(1)(e)
- The receipt of legal advice - section 90(1)(i)

Motion Carried

3. **REGULAR MEETING**

Mayor Stone called this Regular Meeting of Council to order at 7:02 p.m., recognizing the traditional territory of the Stz'uminus People.

4. **AGENDA APPROVAL**

CS 2019-349

That Council approve the agenda for this Regular Meeting of Council for November 4, 2019.

Motion Carried

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

Council rose from Closed Session at 6:39 with report on the following items:

- **CE 2019-120**

That Council appoint the following applicants to the Town's Select Committee on Council Remuneration for a term ending once the Committee makes its recommendations to Council.

- Steven Elkiw
- Vicky Stickwood-Hislop

OPPOSED: Councillor Jacobson

- **CE 2019-122**

That Council adopt the Protective Services Committee Terms of Reference with the following amendments:

- include a staff member from the Ladysmith Resources Centre Association
- amend the Reporting section to read as follows:

The Committee Chair will report to:

- Council on critical emerging issues related to community safety and/or emergency preparedness as identified by the Committee; and
- The Chief Administrative Officer on operational matters related to community safety and/or emergency preparedness as identified by the Committee.
- the Committee will meet quarterly

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held October 21, 2019

CS 2019-350

That Council approve the minutes of the Regular Meeting of Council held October 21, 2019.

Motion Carried

7. PROCLAMATIONS

7.1 Louis Riel Day

Mayor Stone proclaimed November 16, 2019 as Louis Riel Day in the Town of Ladysmith, recognizing the enormous contribution Louis Riel made to the development of this country and commemorating the 134th anniversary of his death.

8. STRATEGIC PLAN

8.1 2020 to 2023 Strategic Plan

CS 2019-351

That Council adopt the 2020-2023 Strategic Plan and direct staff to publish the plan online and in hard copy.

Motion Carried

9. ANNUAL APPOINTMENTS

9.1 Deputy Mayor

Mayor Stone made the following appointments for Deputy Mayor in 2020:

November 5, 2019 to April 30, 2020: Councillor Tricia McKay

May 1, 2020 to October 31, 2020: Councillor Marsh Stevens

9.2 Parcel Tax Review Panel

Mayor Stone appointed the following members to the 2020 Parcel Tax Review Panel:

Councillor Duck Paterson

Councillor Rob Johnson

Councillor Amanda Jacobson

9.3 Cowichan Valley Regional District Director

CS 2019-352

That Mayor Aaron Stone be appointed as Director to the Cowichan Valley Regional District Board.

Motion Carried

9.4 Cowichan Valley Regional District Alternate Director

CS 2019-353

That Councillor Tricia McKay be appointed as Alternate Director to the Cowichan Valley Regional District Board.

Motion Carried

9.5 Vancouver Island Regional Library Board Director

CS 2019-354

That Councillor Jeff Virtanen be appointed as Director to the Vancouver Island Regional Library Board.

Motion Carried

9.6 Vancouver Island Regional Library Board Alternate Director

CS 2019-355

That Councillor Jacobson be appointed as Alternate Director to the Vancouver Island Regional Library Board.

Motion Carried

9.7 Standing and Community Committee Representatives

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

Committee of the Whole

Chair: Councillor Jeff Virtanen

Vice Chair: Councillor Rob Johnson

Members: All members of Council

Waterfront Implementation Committee

Representative: Mayor Aaron Stone

Representative: Councillor Tricia McKay

Representative: Councillor Marsh Stevens

Community Planning Advisory Committee

Council Liaison: Councillor Tricia McKay

Alternate: Councillor Amanda Jacobson

Protective Services Committee

Chair: Councillor Duck Paterson

Alternate: Councillor Marsh Stevens

Parks Recreation and Culture Advisory Committee

Council Liaison: Councillor Duck Paterson

Alternate: Councillor Rob Johnson

Liquid Waste Management Plan Committee

Council Liaison: Councillor Rob Johnson

Council Liaison: Councillor Amanda Jacobson

Council Liaison: Councillor Marsh Stevens

Youth Advisory Committee

Council Liaison: Councillor Marsh Stevens

Alternate: Councillor Amanda Jacobson

Stocking Lake Advisory Committee

Chair: Mayor Aaron Stone

Council Liaison: Councillor Rob Johnson

Celebrations Committee (Ladysmith Days)

Council Liaison: Councillor Jeff Virtanen

Alternate: Councillor Duck Paterson

Festival of Lights

Council Liaison: Councillor Marsh Stevens

Alternate: Councillor Rob Johnson

Chamber of Commerce

Council Liaison: Mayor Aaron Stone

Alternate: Councillor Tricia McKay

Ladysmith Downtown Business Association

Council Liaison: Councillor Duck Paterson

Alternate: Councillor Rob Johnson

Social Planning Cowichan

Council Liaison: Councillor Amanda Jacobson

Alternate: Councillor Marsh Stevens

Ladysmith Community Justice Program

Council Liaison: Councillor Amanda Jacobson

10. DEVELOPMENT APPLICATIONS

10.1 OCP and Zoning Amendment 336 Beldaire

CS 2019-356

That Council:

1. Proceed with first and second reading of Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw 2018;
2. Proceed with first and second reading of Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw, No. 2020;
3. Direct staff to proceed with scheduling and notification of a public hearing for Town of Ladysmith Official Community Plan Bylaw 2003, No. 1488, Amendment Bylaw 2018 and Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw 2020 as required by section 464(1) of the *Local Government Act*.

Motion Carried

11. BYLAWS - OFFICIAL COMMUNITY PLANNING AND ZONING

11.1 Retail Sale of Cannabis in Ladysmith

CS 2019-357

That Council:

1. Proceed with first and second reading of Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw 2021;
2. Direct staff to proceed with scheduling and notification of a public hearing for Town of Ladysmith Zoning Bylaw 2014, No. 1860,

Amendment Bylaw 2021 as required by section 464(1) of the *Local Government Act*;

3. Proceed with first, second and third reading of Ladysmith Fees and Charges Bylaw 2008, No. 1644, Amendment Bylaw No. 7 , 2019, No. 2022; and
4. Endorse Cannabis Retail Stores Public Notification Procedures Policy 13-6410-A.

Motion Carried

12. 2020 BUDGET WORKSHOP - PRELIMINARY OPERATING BUDGET

12.1 Presentation and Council Discussion

Staff gave a presentation outlining the draft 2020 Operational Budget, and responded to questions from Council. Staff highlighted considerations for upcoming 2020 budget meetings.

12.2 Public Input and Questions

There were no questions or input from the public.

13. REPORTS

13.1 Holland Creek Water Supply Main Contract Award

Councillor Jacobson declared a conflict of interest with this agenda item due to the proximity of the project to her home and excused herself from the meeting.

CS 2019-358

That Council:

1. Award Contracts 1 and 2 for the Holland Creek Water Supply Main Replacement to IWC Excavating Ltd. for \$367,293.15 including GST;
2. Increase the water capital budget for the project titled Holland Creek Water Supply Main by \$60,000 to a total project cost of \$443,000, with the additional funds to come from the 2019 projected water surplus; and
3. Direct staff to amend the 2019-2023 Financial Plan accordingly.

Motion Carried

Councillor Jacobson returned to the meeting.

13.2 Public Art Policy

CS 2019-359

That Council:

1. Direct Staff to review recommended components of the Public Art Policy with the Parks, Recreation and Culture Advisory Committee; with the intent to seek any comments or recommendations on the proposed policy;
2. Refer Public Art Policy item to Municipal Services Meeting in December for Staff to present and review recommended components of a Public Art Policy.

Motion Carried

13.3 Community Public Art Banner Program

CS 2019-360

That Council:

1. Direct Staff to commence discussions on a Service Agreement with the Arts Council of Ladysmith and District for management of Community Public Art Banner Program;
2. Refer the proposed Community Public Art Banner Program to the Parks, Recreation and Culture Advisory Committee (PRCAC) for comment; and
3. Direct staff to report back to Council with a draft Service Agreement for the Community Public Art Banner Program for consideration.

Motion Carried

14. BYLAWS

14.1 Town of Ladysmith Council Procedure Bylaw 2009, No. 1666, Amendment Bylaw (No. 3) 2019, No. 2023

CS 2019-361

That Council give first three readings to "Town of Ladysmith Council Procedure Bylaw 2012, No. 1666, Amendment Bylaw (No. 3), 2019, No. 2023" and direct staff to give notice accordingly.

Motion Carried

15. QUESTION PERIOD

There were no questions from the public.

16. ADJOURNMENT

CS 2019-362

That this Regular Meeting of Council adjourn at 8:32 p.m.

Motion Carried

Mayor (A. Stone)

Corporate Officer (J. Winter)

Subject to Adoption



TOWN OF LADYSMITH

PROCLAMATION

ADOPTION AWARENESS MONTH

- WHEREAS:** *adoptive families in British Columbia provide children with the love and support of a permanent family, and*
- WHEREAS:** *the Town of Ladysmith wishes to recognize the care, compassion and unselfish commitment of British Columbia adoptive families, and*
- WHEREAS:** *there continues to be a need for adoptive families to nurture the growth and development of children, especially those with special needs because of physical, mental or emotional disabilities, and*
- WHEREAS:** *there is a need to remind citizens during this time that there are many children and sibling groups in the province who are available for adoption;*
- THEREFORE,** *I, Aaron Stone, Mayor of the Town of Ladysmith, do hereby proclaim November 2019 as Adoption Awareness Month in the Town of Ladysmith, British Columbia.*

Mayor A. Stone

November 1, 2019



TOWN OF LADYSMITH

PROCLAMATION

NATIONAL CHILD DAY

- WHEREAS:** *Children and youth are our present and future citizens; and*
- WHEREAS:** *Canada has designated November 20 as National Child Day to commemorate the adoption of the UN Declaration of the Rights of the Child in 1959; the adoption of the UN Convention on the Rights of the Child in 1991 and a World Fit for Children arising from the UN Special Session on Children in 2002; and*
- WHEREAS:** *Canada has pledged the implementation of children's and youth's rights - including rights to protection, rights to be provided services, rights to meaningful participation in society and community life, the right to enjoy their childhood freely and safe from those who would harm them - and furthermore recognizes the important role of the family in bringing up children;*
- THEREFORE,** *I, Aaron Stone, Mayor of the Town of Ladysmith, do hereby proclaim November 20th, 2019 as National Child Day in the Town of Ladysmith, British Columbia.*

Mayor A. Stone

November 12th, 2019

STAFF REPORT TO COUNCIL

Report Prepared By: Jake Belobaba, Director of Development Services
Meeting Date: December 2, 2019
File No: 3360-18-09
RE: **DCC REDUCTION BYLAW: 314 BULLER STREET**

RECOMMENDATION:

That Council:

1. Give first, second and third readings to Town of Ladysmith Not-for-Profit Rental Housing Development Cost Charges Reduction Bylaw, 2019, No. 2024;
2. Direct staff to delay developing a policy to consider site-specific development cost charge reductions pursuant to Council resolution CS 2019-239 until a housing needs report in accordance with section Division 22 of the *Local Government Act* is received by Council; and
3. Delay repealing Development Cost Charge Reduction Bylaw 1804 until a policy to consider development cost charge reductions pursuant to Council resolution CS 2019-239 is endorsed by Council.

EXECUTIVE SUMMARY:

This report introduces a site-specific Development Cost Charge (DCC) reduction bylaw for the Ladysmith Resource Centre Association (LRCA) housing project at 314 Buller Street and provides a follow up on staff's work to implement Council's direction to prepare a policy for considering DCC reductions for affordable rental housing on a case-by-case basis.

PREVIOUS COUNCIL DIRECTION

Resolution	Meeting Date	Resolution Details
CS 2019-239	24-Jun-19	That Council direct staff to prepare: <ol style="list-style-type: none"> a) A Development Cost Charges (DCC) reduction bylaw affordable rental housing policy, including eligibility conditions that could be considered on an individual project basis b) A bylaw to repeal the current DCC reduction bylaw for not-for-profit rental housing (Bylaw 1804). c) A bylaw to amend the Downtown DCC reduction (waiver) Bylaw 1781 to add a five year sunset clause.
CS 2019-240	24-Jun-19	That Council direct staff to prepare a project specific Development Cost Charges (DCC) reduction bylaw (100% waiver) for the 36-unit Ladysmith Resources Centre Association not-for-profit affordable rental housing development at 314 Buller Street.

Resolution	Meeting Date	Resolution Details
MS 2019-034	10-Jun-19	That the Municipal Services Committee recommend to Council that staff be directed to prepare: <ol style="list-style-type: none"> 1. A Development Cost Charges (DCC) reduction bylaw affordable rental housing policy, including eligibility conditions that could be considered on an individual project basis. 2. A bylaw to repeal the current DCC reduction bylaw for not-for-profit rental housing (Bylaw 1804). 3. A bylaw to amend the Downtown DCC reduction (waiver) Bylaw 1781 to add a five year sunset clause.
MS 2019-035	10-Jun-19	That the Municipal Services Committee recommend to Council that staff be directed to prepare a project specific Development Cost Charges (DCC) reduction bylaw (100% waiver) for the 36-unit LRCA not-for-profit affordable rental housing development at 314 Buller Street.
CS 2019-316	07-Oct-19	That Council support the proposal from the Cowichan Valley Regional District to apply for and administer grant funding from the Union of British Columbia Municipalities to prepare a Regional Housing Needs report on behalf of electoral areas and municipalities within the Cowichan Region.

INTRODUCTION/BACKGROUND:

Development Cost Reduction Bylaw 1804 was adopted by Council in May of 2012 and established a DCC reduction program for not-for-profit rental housing. In July of 2018, the Ladysmith Resource Centre Association (LRCA), applied to rezone 314 Buller Street to allow the construction of a 36 unit multifamily residential complex. The LRCA will retain ownership of the property and rent all of the units in the building. 24 of the units in the building will be rented at below-market rates. These arrangements are secured by way of a housing agreement approved by Council and registered on the title of the property.

Development Cost Charges (DCC's) are typically payable at time of building permit on each multifamily unit built. Bylaw 1804 reduces DCC's only for units subject to a housing agreement requiring units to be rented at rates that are less than market value. In the case of the LRCA building, only the 24 rented at a reduced price would be eligible. Since Bylaw 1804 was adopted, the LRCA project at 314 Buller is the first and only housing project to be eligible for a DCC reduction.

PROPOSED BYLAW AND POLICY

On June 24, 2019 Council directed staff to prepare a site-specific DCC reduction bylaw for the LRCA site that would waive DCC's for all 36 units. Development Cost Charge Reduction Bylaw 2024 has been prepared in accordance with Council's instructions.

Council also directed staff to develop a policy to allow DCC reductions for not-for-profit rental housing to be considered on a case-by-case basis. Staff note that the *Local Government Act* was recently amended to require all local governments in BC to prepare a housing needs report by 2022. The format and content of the report is prescribed in provincial regulations and the report must include information on estimated growth, housing types, affordability and other housing-related criteria. The CVRD recently offered to partner with the Town and other member municipalities to jointly obtain funding and prepare a regional housing needs report. Council accepted this offer on October 8th and work on this project is

underway. The information collected under the housing needs report will be invaluable in the preparation of the proposed DCC reduction policy. Staff are therefore recommending that the preparation of the policy be delayed, so the information in the housing needs report can be incorporated. In the interim, Bylaw 1804 may still be of use if an affordable housing project is proposed. Subsequently, staff are recommending delaying rescinding this bylaw until the new policy for DCC reductions is brought forward.

DISCUSSION

Approving Development Cost Charge Reduction Bylaw 2024 is consistent with Council direction and will increase the amount of DCC's waived for the LRCA project from \$289,739 to \$401,177. Staff recommend approving the bylaw as drafted.

Developing an effective policy for site-specific DCC reductions for affordable housing necessitates an analysis of current housing needs and trends, such as the needs and trends identified in a housing needs report. To prevent duplication of effort, and to position the Town to be able to effectively align with local and regional housing policies developed after the housing needs report is complete, it follows that completing the policy review is best left until the housing needs report is complete, which will be no later than 2022. For the same reasons, rescinding Bylaw 1804 is not advisable at this time.

ALTERNATIVES:

Council can choose to:

1. Not approve Development Cost Charge Reduction Bylaw 2024
2. Direct staff to prepare a site-specific DCC Reduction Policy for affordable housing before a housing needs report is received by Council.
3. Rescind Bylaw 1804 immediately
4. Some or all of the above

FINANCIAL IMPLICATIONS:

As noted above the adoption of Development Cost Charge Reduction Bylaw is expected to increase the DCC waiver for the project at 314 Buller from \$289,739 to \$401,177. These funds would otherwise be payable and deposited into DCC reserves for later use to install/upgrade Town infrastructure.

LEGAL IMPLICATIONS:

N/A

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

N/A

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Finance and infrastructure services are aware of the proposed reductions and the reductions are not expected to compromise long-term infrastructure funding.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

- | | |
|--|--|
| <input type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings | <input type="checkbox"/> Multi-Use Landscapes |
| <input type="checkbox"/> Innovative Infrastructure | <input type="checkbox"/> Local Food Systems |

- ☒ Healthy Community
☐ Not Applicable

- ☐ Local, Diverse Economy

ALIGNMENT WITH STRATEGIC PRIORITIES:

- ☐ Employment & Tax Diversity
☐ Watershed Protection & Water Management
☐ Communications & Engagement

- ☐ Natural & Built Infrastructure
☐ Partnerships
☒ Not Applicable

I approve the report and recommendation(s).

Guillermo Ferrero, Chief Administrative Officer

ATTACHMENT(S):

TOWN OF LADYSMITH

BYLAW NO. 2024

A Bylaw to Reduce Development Cost Charges for Not-for-Profit Rental Housing on Lot A, (DD B92367) of Block 76, District Lot 56, Oyster District, Plan 703A—314 Buller Street

WHEREAS Council is permitted by section 563 of the *Local Government Act* to waive or reduce a development cost charge, by bylaw, for not-for-profit rental housing, including supportive living housing;

WHEREAS Council wishes to provide for a reduction of a development cost charge for a not-for-profit rental housing project located at Lot A, (DD B92367) of Block 76, District Lot 56, Oyster District, Plan 703A—314 Buller Street (the “**Land**”);

NOW THEREFORE the Council of the Town of Ladysmith in open meeting assembled, enacts as follows:

DEFINITIONS

1. In this Bylaw:

‘Eligible Development Housing Agreement’ means an Agreement under section 483 of the *Local Government Act* between the Town of Ladysmith and an owner of the Land.

‘Not-for-profit rental housing’ means:

- a) One or more rental dwelling units:
 - i. that are operated as rental housing for tenants who are capable of independent living and meet eligibility criteria related to income, health or other similar criteria; and
 - ii. that are publicly owned or owned and operated by an incorporated not-for-profit organization.

ELIGIBLE DEVELOPMENT

- 2. For the purposes of this Bylaw, not-for-profit rental housing that meets the conditions in section 3 constitutes a class of eligible development.
- 3. To be eligible for the reduction in development cost charges, the not-for-profit rental housing shall meet the following conditions:
 - (a) be contained in a multi-family building on the Land with no more than 36 dwelling units
 - (b) be subject to an Eligible Development Housing Agreement, that:
 - i. is valid of a period of no less than 20 years;
 - ii. requires that 100% of the units to be rental units;
 - iii. requires that at least 24 of the units be rented at a rate that is equal to or less than the Housing Income Limit for Nanaimo, British Columbia, published from time to time by B.C. Housing.
- 4. A reduction of development cost charges granted under this Bylaw is subject to the condition that if at any time during the period of the Eligible Development Housing Agreement referenced in section 3, a dwelling unit no longer meets the definition of not-for-profit rental housing or no longer fulfills the conditions in section 3:
 - (a) it shall no longer be an eligible development under this Bylaw, and
 - (b) the owner of the land shall be liable for repayment of development cost charges in accordance with section 6.

REDUCTION

- 5. The Town of Ladysmith development cost charge will be reduced by 100% in respect of a dwelling unit that meet the definition of not-for-profit rental housing in this Bylaw and is part of an eligible development as defined in section 3.

REPAYMENT

- 6. The full amount of development cost charges that would have been payable on the date the building permit was approved, had the reduction not applied, plus interest at the rate of 3% per year calculated monthly since the date of the waiver compounded annually, shall immediately become due and payable to the Town for any and all dwelling units that no longer qualify as an eligible development under this Bylaw, as referenced in section 3.

PERPETUAL WAIVER

- 7. Once the period of the Eligible Development Housing Agreement has concluded, the development cost charges that would have applied to the original construction of the dwelling units that were part of the eligible development are thereafter waived in perpetuity and unconditionally.

FURTHER DCCS PAYABLE

- 8. Despite section 7, an applicant for further or additional development of the land in respect of which development cost charges have been waived under this Bylaw shall pay development cost charges that may be payable under a bylaw, as a result of such further or additional development during or after the term of the Eligible Development Housing Agreement, calculated in accordance with the bylaws applicable at the time of application for a development approval.

SEVERABILITY

- 9. If any part, paragraph or phrase in this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, that portion shall be severed and the remainder of this Bylaw shall continue in force.

CITATION

- 10. This Bylaw may be cited as “Town of Ladysmith Not-for-Profit Rental Housing Development Cost Charges Reduction Bylaw, 2019, No. 2024”.

READ A FIRST TIME	on the	th	day of	<MONTH>,	2019
READ A SECOND TIME	on the	th	day of	<MONTH>,	2019
READ A THIRD TIME	on the	th	day of	<MONTH>,	2019
ADOPTED	on the	nd	day of	<MOUTH>,	2019

Mayor (R. Hutchins)

Director of Corporate Services (S. Bowden)



MINUTES

Community Planning Advisory Committee (CPAC)

Wednesday, October 30, 2019 at 6:00 p.m.
Council Chambers, City Hall

PRESENT: Members – Tamara Hutchinson, Brian Childs, Jason Harrison, Lacey McRae Williams, Tony Beckett; Council Liaison – Tricia McKay; Director of Development Services, Jake Belobaba; Planner & Recorder, Julie Thompson

ABSENT: Jennifer Sibbald, Steve Frankel

GUEST: Rod Alsop (applicant, 204 Dogwood Drive); Angela Quek, (applicant) & Fred Green (owner, 336 Belaire Street); and four members of the public.

The meeting was called to order at 6:09 p.m.

1. AGENDA APPROVAL

It was moved, seconded and carried that the Agenda of October 30, 2019 be approved.

2. ADOPTION OF MINUTES

It was moved, seconded and carried that the Minutes of July 3, 2019 be approved.

3. COUNCIL REFERRALS

**a. Zoning Bylaw Amendment Application 3360-19-08
204 Dogwood Drive**

Applicant R. Alsop and business partner J. Ludtke provided a brief presentation summarizing the application. CPAC members asked questions and discussed the proposal. The applicant and business partner answered questions.

It was moved, seconded and carried that the Community Planning Advisory Committee recommends endorsement of the application in principal for a neighbourhood pub use at 204 Dogwood Drive, and recommends consideration be given to neighbourhood friendly hours of operation, review of parking requirements for potential to increase bicycle parking and public realm enhancements.

**b. Zoning Bylaw Amendment application 3360-19-07
336 Belaire Street**

Director of Development Services Jake Belobaba provided a summary of the application. Applicant A. Quek provided a presentation summarizing the application and input from two neighbourhood information meetings. CPAC members asked questions and discussed the proposal. The applicant, A. Quek, and the property owner, F. Green, answered questions.

It was moved, seconded and carried that the Community Planning Advisory Committee recommends endorsement of the application in principal for a mixed-use development at 336 Belaire Street.

4. NEW BUSINESS

None

5. MONTHLY BRIEFING

None

6. NEXT MEETING

CPAC meetings will be held on the first Wednesday of the month at 7:00 p.m. as needed.

7. ADJOURNMENT

It was moved, seconded and carried that the meeting be adjourned at 7:21 p.m.

Chair (L. McRae Williams)

RECEIVED:

Corporate Officer (J. Winter)

STAFF REPORT TO COUNCIL

Report Prepared By: Clayton Postings, Director Parks, Recreation and Culture
Date: November 8, 2019
Report Reviewed By:
Meeting Date: November 18, 2019
File No:
RE: **UBCM CHILD CARE SPACE CREATION PROGRAM APPLICATION**

RECOMMENDATION:

That Council:

1. Direct staff to submit an application to the UBCM Child Care Space Creation Program for up to \$1 million for additional child care spaces in the Town of Ladysmith at the Boys and Girls Club of Central Vancouver Island (BCCCVI) building at 220 High Street, and confirm that if successful the Town agrees to manage the delivery of the program as defined within the program requirements;
2. Authorize the Town to enter into a 15 year commitment with the Province of BC to provide child care spaces in the community if the Town is successful in receiving the grant; and
3. Authorize staff to draft a partnership agreement for Council consideration, which defines the Town's and BGCCVI's responsibilities and commitments relating to child care services at 220 High Street.

PURPOSE:

The purpose of this report is to seek direction from Council on whether to proceed with a additional grant application for child care space creation.

PREVIOUS COUNCIL DIRECTION

CS 2019-262

1. Direct staff to submit an application to the Ministry of Children and Family Development under the Childcare New Space Fund for up to \$1 million for additional child care space in the Town of Ladysmith at the Boys and Girls Club of Central Vancouver Island (BCCCVI) building at 220 High Street;
2. Authorize the Town to enter into a 15 year commitment with the Province of BC to provide child care spaces in the community if the Town is successful in receiving the grant;
3. Authorize staff to draft a partnership agreement for Council consideration, which defines the

Town's and BGCCVI responsibilities and commitments relating to child care services at 220 High Street.

CS 2019-148

That Council direct staff to investigate with the Boys and Girls Clubs of Central Vancouver Island the opportunity to submit an application to the Ministry of Children and Family Development under the Child Care New Space Fund for up to \$1 million for additional child care space at the Boys and Girls Club building at 220 High Street, thereby increasing available child care spaces in the community.

INTRODUCTION/BACKGROUND:

At its meeting on October 15, 2018, Council provided direction in regards to staff working with community partners to apply for the UBCM Community Child Care Planning Program, and for staff to investigate additional grants related to Child Care Space Creation Programs.

The Town and regional partners were successful in their submission for the Community Child Care Planning Program and were awarded \$125,000 to collect relevant data, engage with the community to identify current gaps and barriers, complete an inventory of existing child care and develop a community child care plan. The resulting plan will provide sustainable short, mid and long term action items with recommendations of the creation of new child care spaces. The regional project is underway and will conclude in April of 2020.

Council also directed Staff to submit an application to the Ministry of Children and Family Development under the Childcare New Space Fund for up to \$1 million for additional child care space in the Town of Ladysmith at the Boys and Girls Club of Central Vancouver Island (BCCCVI) building at 220 High Street. This application has been completed. During the application consultation with the Ministry it was recommended the Town also apply for the UBCM Childcare Space Creation Program.

The second intake of the UBCM Childcare Space Creation Program is open and accepting applications through until November 22, 2019. The 100 per cent funding means that the Town is not required to contribute any funds towards the grant project.

The funding program requires that the Town owns the building where the new spaces would be located. The only site the Town owns and is currently providing childcare is the building currently leased by the Boys and Girls Club. The funding program also requires a 15 year commitment for child care if the funding is received. The existing child care operator of the program, the Boys and Girls Club, would continue to operate the expanded service. It is anticipated that the space would create an additional 12 new infant/toddler spaces.

This location and the fact that there is a current provider in place would meet the requirements outlined in the grant criteria. It is recommended that future applications be based on the outcome of the regional child care planning project.

The Boys and Girls Clubs of Central Vancouver Island has indicated that they would be the lead in delivering child care services if this application be successful. It is recommended that, should the grant application proceed, a partnering agreement be prepared outlining each organization's responsibilities and service commitments.

ALTERNATIVES:

Council can choose to not apply for the UBCM Child Care Space Creation Program and direct staff to wait for the results of the regional assessment of Child Care space needs.

FINANCIAL IMPLICATIONS:

This grant program can contribute 100% of the eligible costs, up to a maximum of \$1,000,000.

LEGAL IMPLICATIONS:

There are no legal implications identified that would limit this application. There will be a requirement that the Town enters into a servicing agreement with the Boys and Girls Club of Central Vancouver Island to operate the child care service.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

All community partner organizations who directly connect with families and childcare have indicated the need for additional child care space in the community. There currently is no report confirming this, however the information being received is consistent and it seems to be accurate relating to the need for more childcare spaces.

The current enrollment at the Boys and Girls Club program is full for Infant and Toddler and Group Childcare. There is a waitlist of 18 children, and more calls are received each day about availability.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The project would require assistance from Financial Services, Development Services and Legislative Services throughout the project as it relates to leases, financial agreements and development applications.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

- | | |
|---|--|
| <input type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings | <input type="checkbox"/> Multi-Use Landscapes |
| <input checked="" type="checkbox"/> Innovative Infrastructure | <input type="checkbox"/> Local Food Systems |
| <input checked="" type="checkbox"/> Healthy Community | <input type="checkbox"/> Local, Diverse Economy |
| <input type="checkbox"/> Not Applicable | |

ALIGNMENT WITH STRATEGIC PRIORITIES:

- | | |
|--|--|
| <input type="checkbox"/> Employment & Tax Diversity | <input checked="" type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input checked="" type="checkbox"/> Partnerships |

☐ Communications & Engagement

☐ Not Applicable

SUMMARY:

As part of the Province of BC's \$1.3-billion investment in child care, the UBCM Child Care Space Creation Program is investing millions toward supporting the creation of up to 22,000 new licensed child care spaces over the next three years. The UBCM Child Care Space Creation Program prioritizes building sustainable child care spaces in the public sector as a foundation for universal child care in BC. The Town has an opportunity to receive 100 per cent funding for the creation of these spaces.

I approve the report and recommendation(s).

p.p.

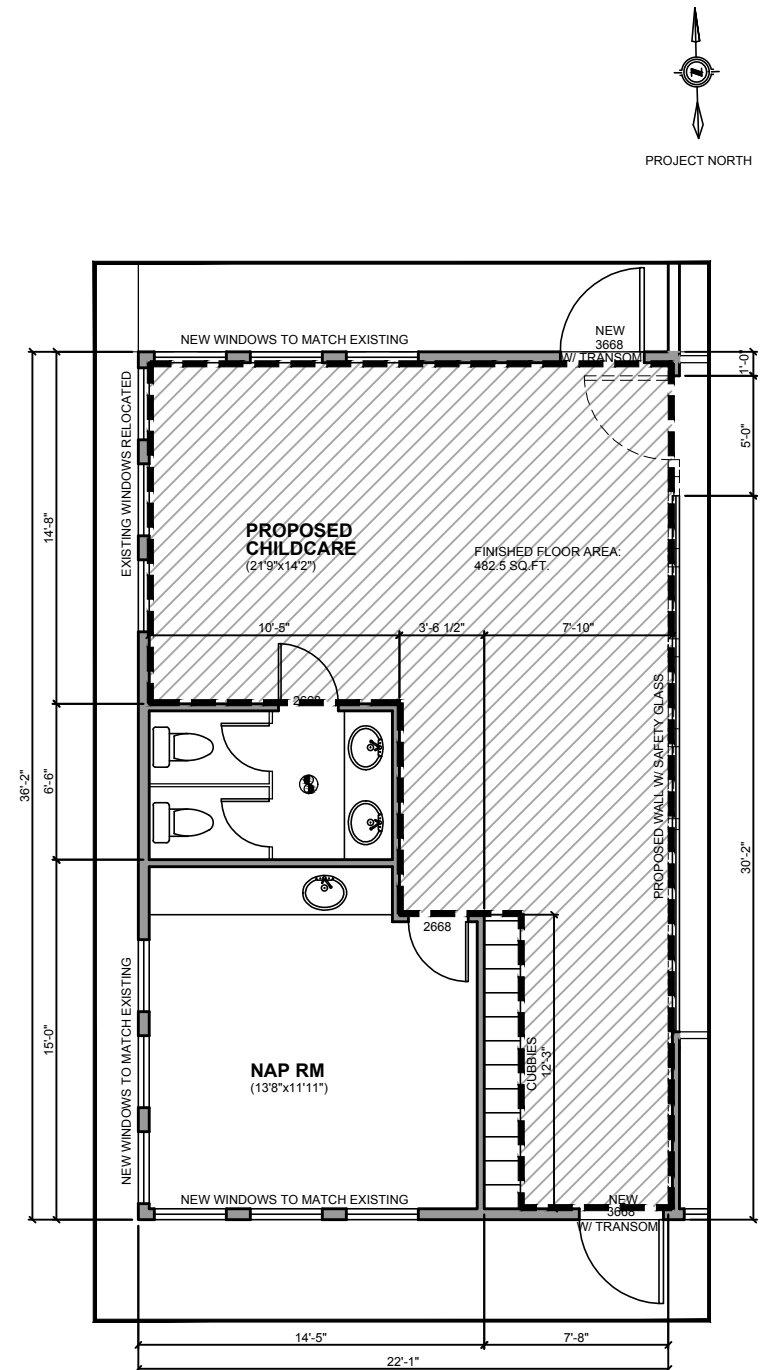
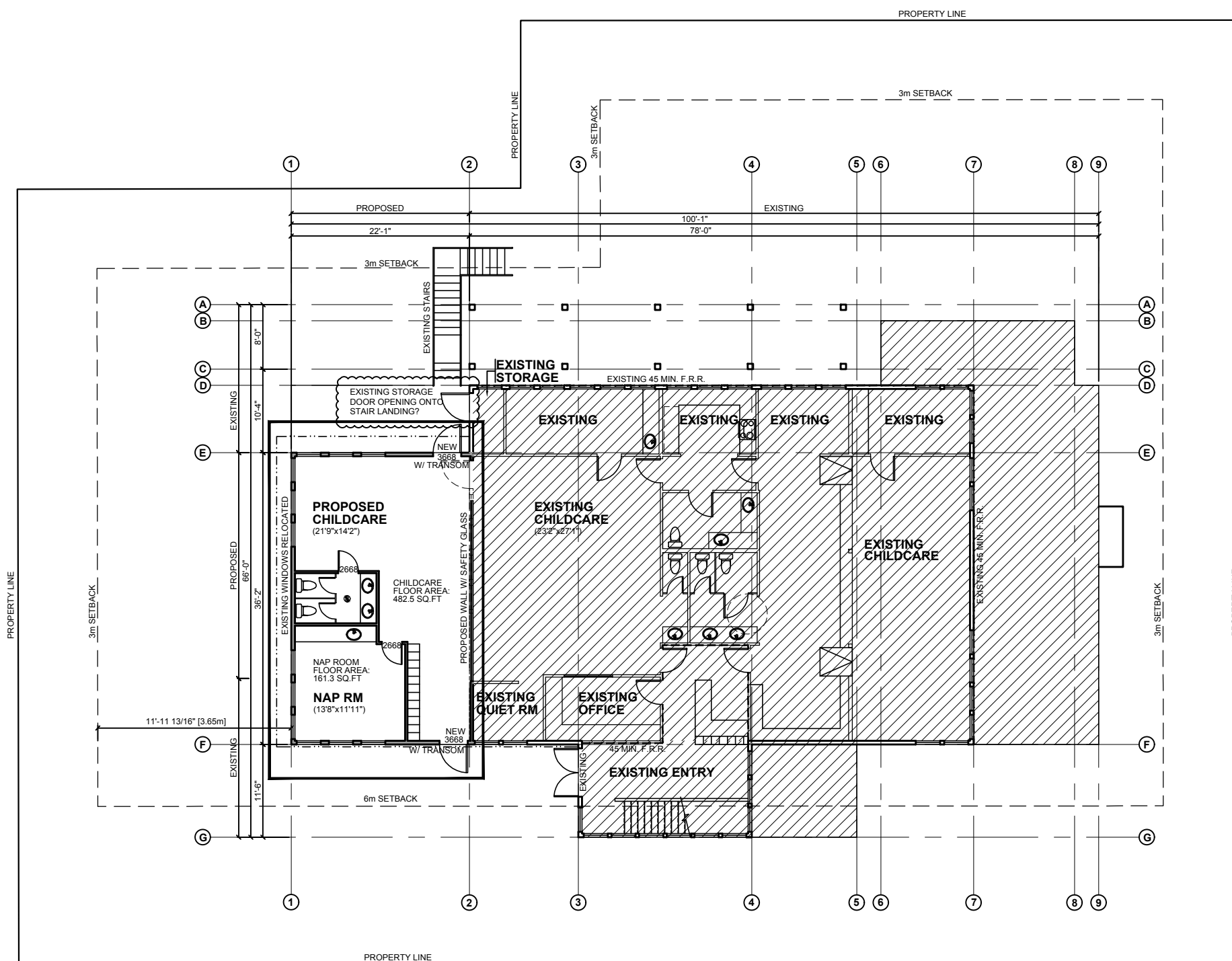
Guillermo Ferrero, Chief Administrative Officer

ATTACHMENT(S):

Concept Site Plan (BGCCVI Child Care Space expansion)

Link to UBCM application:

https://www.ubcm.ca/assets/Funding~Programs/LGPS/Childcare/child-care-space-creation-nov2019-program-guide_revOct2019.pdf



UPPER FLOOR PLAN
PROPOSED ADDITION SCALE: 1/4"=1'-0"

HALF SCALE SHOWN FOR 11"x17" FORMAT

**DRAFTING SERVICES
PROVIDED BY:**

CAD PRINTS - Precision Drafting Services
1240 FAIR ROAD
PARKSVILLE, B.C.
V9P 2C7
PHONE: 250-240-2586
EMAIL: eowyn@cadprints.net
© 2018, EOWYN CHRISTENSEN

CERTIFIED DRAFTING TECHNICIAN
REGISTERED ASSOCIATE MEMBER
ASTTBC - APPLIED SCIENCE OF TECHNOLOGISTS & TECHNICIANS
MEMBER # 34546
B.L. # 4711

**Boys & Girls Club
Child Care Centre - Addition**
220 High Street, Ladysmith, B.C., V9G 1A2

~~Page 28 of 35~~

DRAFT

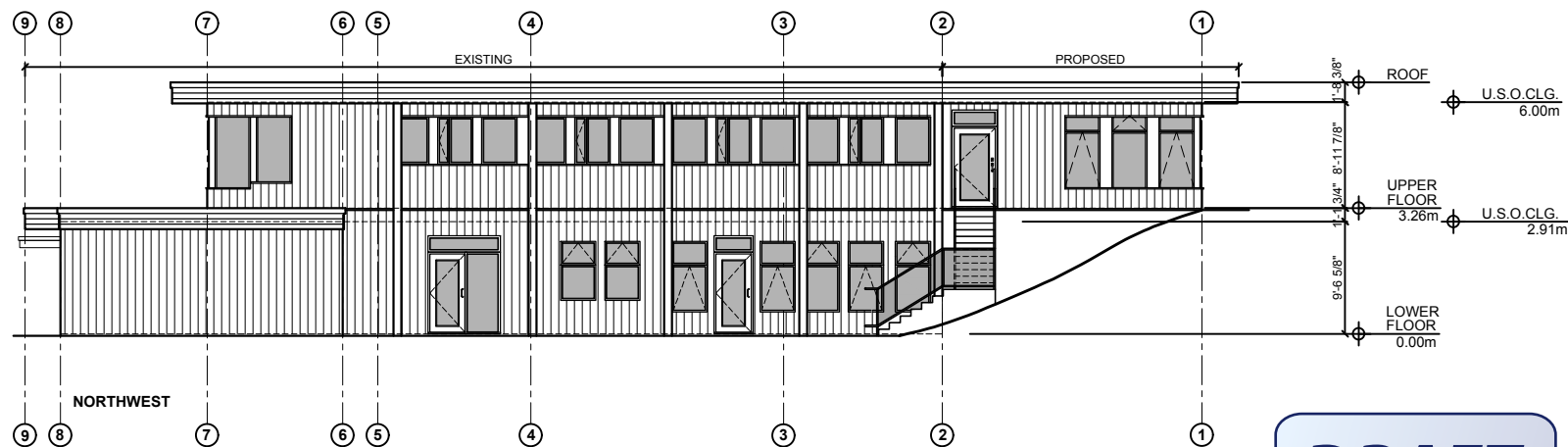
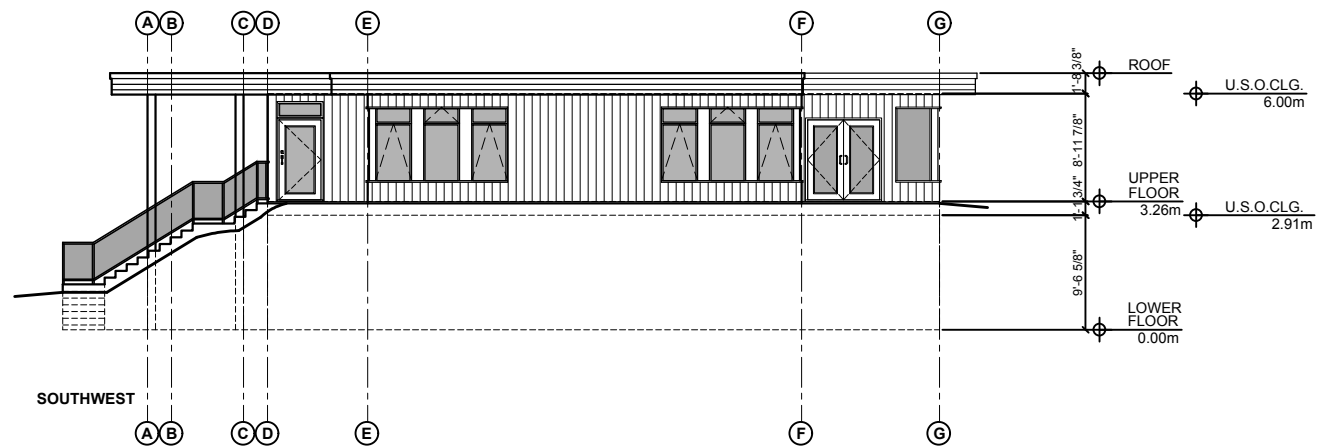
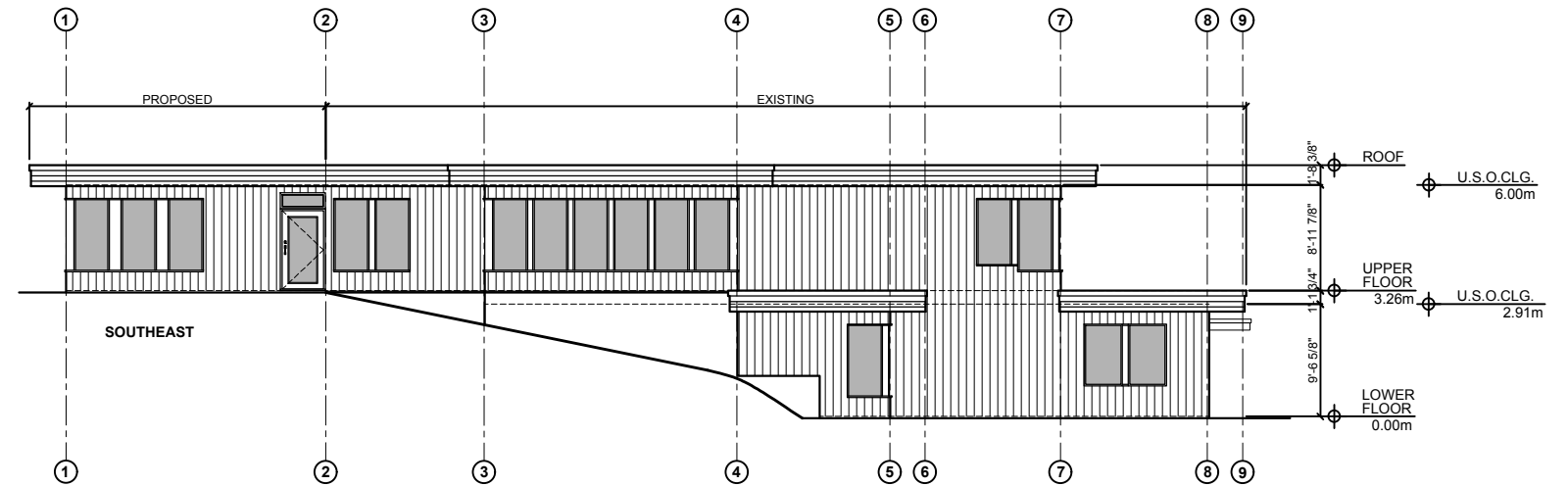
EXISTING AREA
PROPOSED AREA

WALL LEGEND

EXISTING FRAMING
PROPOSED FRAMING
FRAMING REMOVED
EXISTING 45 MIN. F.R.R.

DATE:		PLANS CHECKED BY:
02/27/2019	ISSUED FOR REVIEW	W.H., S.I.

Project Name:		CHILDCARE ADDITION	
Created By:	EJC	A1/2	
Job No.:	EJC0023		



ELEVATIONS

SCALE: 1/8"=1'-0"

DRAFT

HALF SCALE SHOWN FOR 11"x17" FORMAT

DRAFTING SERVICES
PROVIDED BY:
CAD PRINTS - Precision Drafting Services
1240 FAIR ROAD
PARKSVILLE, B.C.
V9P 2C7
PHONE: 250-240-2586
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CERTIFIED DRAFTING TECHNICIAN
REGISTERED ASSOCIATE MEMBER
ASTTBC - APPLIED SCIENCE OF
TECHNOLOGISTS & TECHNICIANS
MEMBER # 34546
B.L. # 4711

Boys & Girls Club
Child Care Centre - Addition
220 High Street, Ladysmith, B.C., V9G 1A2

DATE:		PLANS CHECKED BY:
02/27/2019	ISSUED FOR REVIEW	W.H., S.I.

Project Name:	CHILDCARE ADDITION	
Created By:	EJC	A2/2
Job No.:	EJC0023	

STAFF REPORT TO COUNCIL

Report Prepared By: Infrastructure Services
Meeting Date: November 18, 2019
File No:
RE: **RUSSELL ROAD CONSTRUCTION COSTS**

RECOMMENDATION:

That Council:

1. Direct staff to increase the budget for the Town's share of Russell Road reconstruction to a total cost of \$151,100 with the additional funds to come from the Infrastructure Reserve; and
2. Direct staff to adjust the 2019 – 2024 financial plan accordingly.

EXECUTIVE SUMMARY:

FMI Developments has been developing the 900 Russell Road subdivision including reconstruction of Russell Road. The developer is responsible for their portion of Russell Road up to the centre line. Staff had provided Council with an estimated cost for works on the east side of the centerline. Due to poor ground conditions encountered during construction, costs have increased.

PREVIOUS COUNCIL DIRECTION

CS 2018- 182	2018- 06-04	FINAL RESOLUTION (AS AMENDED BY CS 2018-183) That Council: [...] 6. Direct staff to proceed with the Town's portion of the road improvement projects associated with the subdivision of 900 Russell Road and a 1.0 metre paved pedestrian path along the frontage between 700 and 900 Russell Road for a total cost up to \$100,000 with funding to come from the Road Development Cost Charges Reserve, Gas Tax Reserve, and Infrastructure Reserve and amend the Financial Plan accordingly. [...]
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INTRODUCTION/BACKGROUND:

FMI Developments has been developing the 900 Russell Road subdivision. Part of this development involved the reconstruction of a portion of Russell Road, including underground services as well as sidewalks and traffic calming features. When this type of development occurs works and services required for the development are normally the responsibility of the developer. Russell Road fronts the development, but only on the west side of the roadway and therefore the developer is only responsible for those works up to the centre line of the road. The Town is responsible for the east side of the road; there is no future development on that side as it had previously been developed.

Staff had previously provided a cost estimate for this work which at the time was estimated at \$100,000. The contractor has now completed the works and has demonstrated that the Town's portion of works is actually \$151,100. The most significant cost increase resulted from the ground conditions encountered when excavating the roadway. This portion of Russell Road had been constructed over a large fill of organic material that had to be removed and imported engineered fill brought in as replacement.

ALTERNATIVES:

Council can choose to direct staff to seek another source of funds for this budget increase.

FINANCIAL IMPLICATIONS:

The original estimate for the works was \$100,000, the final invoice to the Town is \$151,100, amounting to a difference of \$51,100.

This project was originally funded by:

DCC (roads)	\$67,000
Gas Tax	10,000
Infrastructure Reserve	23,000

LEGAL IMPLICATIONS:

No legal implications have been identified by Staff.

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

N/A

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

N/A

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

- | | |
|---|--|
| <input type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings | <input type="checkbox"/> Multi-Use Landscapes |
| <input checked="" type="checkbox"/> Innovative Infrastructure | <input type="checkbox"/> Local Food Systems |
| <input type="checkbox"/> Healthy Community | <input type="checkbox"/> Local, Diverse Economy |
| <input type="checkbox"/> Not Applicable | |

ALIGNMENT WITH STRATEGIC PRIORITIES:

- | | |
|--|--|
| <input type="checkbox"/> Employment & Tax Diversity | <input checked="" type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input type="checkbox"/> Partnerships |
| <input type="checkbox"/> Communications & Engagement | <input type="checkbox"/> Not Applicable |

I approve the report and recommendation(s).

Guillermo Ferrero, Chief Administrative Officer

ATTACHMENT(S):

November 13, 2019

Brian Butler,
President,
United Steelworkers Union,
351 Brae Rd.,
Duncan, BC
V9L 3T9
BButler@usw1-1937.ca

Roger MacDougall,
Director, Labour Relations
Western Forest Products
800 - 1055 W. Georgia St.,
Vancouver, BC
V6E 3P3
rmacdougall@westernforest.com

Re: Western Forest Products and United Steelworkers Dispute

As leaders of communities that are severely impacted by the Western Forest Products and United Steelworkers labour dispute, we are compelled to draw your attention to the economic devastation this dispute is causing for the families who live and work in our communities; the people whose support we rely on as the economic backbone of our local economies.

While we are heartened to see talks have resumed this week, the previous rounds of on-again/off-again negotiations have not been encouraging; more than four months into this dispute, there appears to be little in the way of concrete progress. This is very concerning to us as community leaders.

Our communities are suffering the negative impacts of this conflict and we are fearful of the spiraling financial consequences if the labour action extends much longer.

Thousands of workers have barely earned an income since the strike began in July, and many are unable to make ends meet.

- We are beginning to see houses listed for sale.
- We have seen tow trucks repossessing peoples' vehicles.
- Hydro has disconnected services to peoples' homes.
- The food banks are having difficulty meeting the demand and recently a food truck made a special delivery to Woss, Port McNeill & Port Hardy.
- In Ladysmith, (with two WFP mills), dozens of supporting contractors and suppliers rely on these mills as core customers; the impacts of this dispute are extending broadly into the community - well beyond those who are on the picket lines.
- The dispute has caused major layoffs in tertiary industries; in Chemainus, one remanufacturing plant cut its shifting in half due to a lack of fibre supply.
- Challenges with fibre supply are creating ongoing cost and acquisition complications for the Paper Excellence/Catalyst operations in Crofton and Port Alberni.

- Five hundred direct and indirect jobs are affected by this dispute in the Powell River area.

If this dispute continues, we expect attrition of the workforce will occur with older workers opting to take early retirement and younger workers seeking work in alternative sectors. This dispute is deterring the next generation from wanting to work in this industry, and we are already witnessing highly skilled workers leaving for Northern BC or Alberta. Additionally, there has been a marked impact on other economic sectors which rely on a prosperous forestry economy. Businesses are feeling the effects of a strike, and those who are already operating on a thin red line might not be able to recover. Restaurants, clothing and furniture stores, and others are part of the economic backbone that keeps people living in our communities. If they are forced to close as a result of this situation, it will have a detrimental effect on future recruitment and retention efforts.

We acknowledge there are important issues to be sorted out between the USW and WFP, and we would not presume to “take sides” in this dispute. However, time is ticking and we need both sides to be earnest in their bargaining and seek a resolution as soon as possible, even if temporarily.

As you continue your current round of negotiations, our communities and the families within them are asking you to bargain in good faith. We are asking you to press through your differences for the sake of every family who is struggling. We need you to look across the table and see the faces of your employees or union members, because that’s what this dispute is about. With the strike now into its fifth month, our communities can’t sustain this loss of employment for very much longer. We urge you to stick with the collective bargaining process for the sake of all of those who are experiencing great hardship.

Sincerely,



Gabrielle Wickstrom,

Mayor,
Town of Port McNeill



Dennis Dugas

Mayor,
District of Port Hardy



George Doubt

Acting Mayor,
City of Powell River



Aaron Stone

Mayor,
Town of Ladysmith



John MacDonald

A handwritten signature in blue ink that reads 'John MacDonald'.

Mayor,
Village of Sayward



Al Siebring

A handwritten signature in black ink that reads 'Al Siebring'.

Mayor,
District of North Cowichan

Cc:

Premier John Horgan: john.horgan.mla@leg.bc.ca

Doug Donaldson, Minister of Forests, Lands and Natural Resource Operations, and Rural
Development: doug.donaldson.MLA@leg.bc.ca