

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

Tuesday, April 21, 2020

This meeting will be held electronically

Pages

1. CALL TO ORDER

Call to Order 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

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:

- Personal information about an identifiable individual - Section 90(1)(a)
- Human resources matter - Section 90(1)(c)
- Security of the property of the municipality - Section 90(1)(d)
- Acquisition, disposition or expropriation of land - Section 90(1)(e)
- Advice that is subject to solicitor client privilege - Section 90(1)(i)

3. SPECIAL OPEN MEETING (7:00 p.m.)

Please go to

<https://www.youtube.com/channel/UCH3qHAExLiW8YrSuJk5R3uA/featured> to view this meeting.

4. AGENDA APPROVAL

Recommendation

That Council approve the agenda for this Special Meeting of Council for April 21, 2020.

5. RISE AND REPORT- Items from Closed Session

6. MINUTES

6.1 Minutes of the Special Meeting of Council held April 7, 2020

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Recommendation

That Council approve the minutes of the Special Meeting of Council held April 7, 2020.

7. REPORTS

7.1 Distribution of 2020 Property Taxes – COVID 19 Considerations

9

Recommendation

That Council:

1. Direct staff to prepare the 2020 Financial Plan and Tax Rates Bylaws based on Option #2, of allocating the net budget percentage increase after non-market change equally over the classes and maximizing the Class 2 rate, as outlined in the report from the Director of Financial Services dated April 21, 2020; and
2. Direct staff to prepare the 2020 Property Tax Rates Bylaw with the due date of July 2, 2020 and a penalty date of October 1, 2020; and
3. Determine the 2020 municipal tax levy and direct staff to prepare the 2020-2024 Financial Plan Bylaw and applicable bylaws.

8. OPERATIONAL UPDATES - VERBAL UPDATES FROM SENIOR MANAGERS

9. CORRESPONDENCE

9.1 Holland Creek Strata Plan

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Request for individual garbage, water, sewer and billing for individual owners in the strata

Recommendation

That Council, in response to the request dated February 24, 2020 from the Holland Creek Strata Plan EPS2569, direct staff to amend the applicable Town of Ladysmith bylaws so that property owners in the strata will be billed individually for garbage, water and sewer; and that Holland Creek Strata Plan EPS2569 be advised of Council's decision.

10. NEW BUSINESS

11. QUESTION PERIOD

During the meeting residents can submit questions to Council related to agenda items via email at info@ladysmith.ca.

- 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.
- 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.

12. ADJOURNMENT



MINUTES OF A SPECIAL MEETING OF COUNCIL

Tuesday, April 7, 2020

7:00 P.M.

This meeting was held electronically

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
Chris Barfoot
Jake Belobaba
Geoff Goodall

Joanna Winter
Ian Paydli
Donna Smith
Mike Gregory
Sue Bouma

1. CALL TO ORDER

Council and staff showed their appreciation for the front line workers in Ladysmith by cheering, clapping and showing hearts.

Mayor Stone called this Special Meeting of Council to order at 7:00 p.m., recognizing that it was taking place in various locations throughout Coast Salish territory.

2. AGENDA APPROVAL

CS 2020-111

That Council approve the agenda for this Special Meeting of Council for April 7, 2020.

Motion Carried

3. COVID-19 e-TOWN HALL QUESTION AND ANSWER PERIOD

Mayor Stone opened the e-Town Hall Question and Answer Period by expressing his gratitude for the Ladysmith community's continuing efforts to comply with physical distancing restrictions during the COVID-19 pandemic.

He shared the following good news stories to uplift the community:

The Town is:

- creating virtual Parks, Recreation & Culture programs to assist the community as they practice physical distancing
- planting more vegetables in flower beds, with the harvest targeted for the food bank and others in need
- installing new banners and flower baskets to beautify downtown and to attract more business once the COVID-19 restrictions have been lifted
- continuing with the construction of the water filtration plant

Mayor Stone also expressed his gratitude for the manner in which Council and staff at all levels of government have responded to the COVID-19 crisis, and thanked volunteer organizations and service clubs for their ingenuity and continued program delivery. He expressed his pride in the responsibility and responsiveness of the Ladysmith community.

Staff then shared questions from citizens:

1) Valerie Crossley asked the following question:

At a time when we are being implored by public health authorities to raise our levels of hygiene (hand washing, sanitizing objects being brought into our homes, more frequent laundry, cleaning our homes more frequently, etc) to reduce the risk of infection, has Council considered supporting residents and businesses by waiving or reducing water rates for the duration of the pandemic? Have other municipalities eliminated or reduced water rates because of this? Anecdotal evidence suggests to me that Ladysmith has among the highest water rates of any municipality in BC and this may be an issue relatively unique to our community.

- Mayor Stone responded that the next utility bill will reflect water consumption rates prior to the COVID-19 pandemic. Current water consumption rates would affect the second quarter billing. He noted, however, that water rates would likely rise more in the warmer months due to gardening and other warm weather water use than they would

due to hygiene practices during COVID-19. He also noted that utilities can not run at a loss or a profit.

2) Jim Tallman asked the following question:

Has there been any thought of imposing fines for people who are not keeping their distance or gathering in groups (such as in Ottawa \$800, Toronto \$5,000) or dropping used rubber gloves or masks in parking lots (Mayor Stewart of Coquitlam suggested a fine of \$10,000 for that)?

- Mayor Stone responded that there is nothing in BC legislation giving local governments the authority to fine people for not following the COVID-19 physical distancing restrictions. He noted, however, that local governments would be receiving more information around this topic in the near future and the Town will continue to update residents.

3) Lori Bender asked the following question:

Would you consider designating 1st Avenue as an essential travel and walk space only? (It is not easy to manage coming out of Pharmasave and having to scoot in between people's parked cars, in order to stay 2 metres away from dog walkers and storefront window shoppers on the sidewalks.)

- Mayor Stone noted that this would be a very challenging request, as 1st Avenue is a destination of choice for many community members. He advised that an essential foot traffic designation would likely be outside the Town's authority, and difficult to enforce. Staff confirmed that the request would be difficult to enforce and suggested that businesses limit the number of people within their establishments at one time and follow the bakery's lead by marking physical distances on sidewalks. The Mayor also suggested that additional signage encouraging citizens to respect physical distances could be an option for 1st Avenue.

4) Erin Giles expressed her gratitude to Mayor and Council for making Ladysmith such a special place to live.

- Council thanked Ms. Giles for her comments.

Council recommended that, in light of recent breakins and crime in Nanaimo and Duncan, all citizens pay close attention to their neighbourhoods and contact the authorities if they see anything suspicious. The Mayor thanked the community once again before ending the e-Town Hall portion of the meeting.

4. MINUTES

4.1 Minutes of the Special Meeting of Council held March 31, 2020

CS 2020-112

That Council approve the minutes of the Special Meeting of Council held March 31, 2020.

Motion Carried

5. REPORTS

5.1 January to March 2020 Quarterly Utility Billing

CS 2020-113

That Council not extend the due date for the Q1 (January – March 2020) utility bills.

Motion Defeated

OPPOSED: Mayor Stone and Councillors Jacobson, McKay, Paterson, Stevens and Virtanen

CS 2020-114

That Council extend the due date for the Q1 (January - March 2020) utility bills to the end of June, with the exact date to be determined by staff.

Motion Carried

6. CORRESPONDENCE

Councillor Johnson declared a potential conflict of interest with the following agenda item due to his association with the Ladysmith and District Historical Society and recused himself from the meeting.

6.1 Quentin Goodbody, Ladysmith and District Historical Society

CS 2020-115

That Council direct the Mayor, on behalf of the Town of Ladysmith as owner of heritage resources, to provide a Letter of Authorization to the Ladysmith and District Historical Society for inclusion in their grant application for funding to continue work on the restoration of existing railway rolling stock located at the former Comox Logging & Railway Co. railyard at 614 Oyster Bay Drive, Ladysmith.

Motion Carried

Councillor Johnson returned to the meeting.

7. CLOSED SESSION

CS 2020-116

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session at 8:12 p.m. in order to consider items related to the following:

- Human resources matter - Section 90(1)(c)
- Negotiations regarding the provision of a proposed municipal service- Section 90(1)(K)

Motion Carried

8. RISE AND REPORT - Items from Closed Session

Council rose at 9:21 p.m. with report on the following items:

- Resolution CE 2020-041
That Council accept with extreme regret the correspondence from Guillermo Ferrero, CAO, notifying of his resignation effective May 15, 2020.
- Resolution CE 2020-042
That Council direct staff to prepare a report outlining options for Council regarding filling the interim CAO position, as well as hiring the new CAO.

9. ADJOURNMENT

CS 2020-117

That this Special meeting of Council adjourn at 9:22 p.m.

Motion Carried

Mayor (A. Stone)

Corporate Officer (D. Smith)

STAFF REPORT TO COUNCIL

Report Prepared By: Erin Anderson, Director of Financial Services
Meeting Date: April 21, 2020
File No:
RE: DISTRIBUTION OF 2020 PROPERTY TAXES – COVID 19 CONSIDERATIONS

RECOMMENDATION:

That Council:

- 1) Direct staff to prepare the 2020 Financial Plan and Tax Rates Bylaws based on Option #2, of allocating the net budget percentage increase after non-market change equally over the classes and maximizing the Class 2 rate, as outlined in the report from the Director of Financial Services dated April 21, 2020; and
- 2) Direct staff to prepare the 2020 Property Tax Rates Bylaw with the due date of July 2, 2020 and a penalty date of October 1, 2020; and
- 3) Determine the 2020 municipal tax levy and direct staff to prepare the 2020-2024 Financial Plan Bylaw and applicable bylaws.

EXECUTIVE SUMMARY:

In order to prepare the Financial Plan bylaw, Council must determine how the revenue from property taxation is allocated across the property classes.

PREVIOUS COUNCIL DIRECTION

From the 2019 – 2023 Financial Plan – Statement of Objectives and Policies

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

Objectives

- The amount of taxes to be collected from each of the classes will be reviewed each year.

Policies

- Supplement, where possible, revenues from user fees and charges to help to

offset the burden on the entire property tax base.

- Continue to maintain and encourage economic development initiatives designed to attract more light industry, retail and commercial businesses to invest in the community. Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage economic and environmental sustainability opportunities.
- Regularly review and compare the Town's distributions of tax burden relative to other municipalities in British Columbia.

Table 2: Distribution of 2019 Property Tax Rates

	2019
Property Class	% of Total Property Taxation
Residential (1)	72.84%
Utilities (2)	0.57%
Supportive Housing (3)	0.00%
Major Industry (4)	12.01%
Light Industry (5)	0.67%
Business and Other (6)	13.63%
Managed Forest Land (7)	0.00%
Recreation/Non-profit (8)	0.27%
Farmland (9)	0.01%
Total	100%

INTRODUCTION/BACKGROUND:

Budget discussion occurred in November and December of 2019. Council confirmed the amounts to be included in the 2020-2024 Financial Plan Bylaw for a total of \$9,164,907 (Municipal - \$7,719,415, Police - \$1,315,963 and Library \$429,529). This is a budget increase of 3.27%, though when non market change is factored in as well as adjustments due to supplementary assessment changes, the budget increase is 1.92%. This includes the changes in the Library tax which saw an increase of \$15,350, a virtual status-quo amount for the police tax and other approved changes.

Staff have adjusted the budget since it was presented by incorporating any changes approved by Council since budget deliberations and updating figures as they become known, such as the expected funds received from Area G & H for leisure use of our facilities and some salary adjustments due to vacancies and forgone professional development. This reduced the budget by \$53,313. Unfortunately due to COVID-19 the Town was forced to close Town facilities, resulting in a projected loss of Parks Recreation and Culture revenue (~\$301k projected between April to September). This loss could be reduced slightly due to operational savings in the facilities, though the Town would still be facing a 4.38% tax increase.

In order to offset this increase due to COVID-19, staff have included a number of potential cuts, such as:

- Postpone the hiring of the Manager of Facilities, from July to October (savings of \$29,743)
- Fully deplete the tax contingency reserve (\$7,986)
- Reduce the funds allocated to the Capital Reserve (asset replacement) from 5% to 2.5% (savings of \$178,262).

The revised levy is \$9,151,907 or 1.92% net increase. If Council wishes a net zero percent tax increase, an additional \$172,776 would need to be cut from the budget, resulting in a levy of \$8,979,131. This could be attained by eliminating the remaining contribution to Capital Reserve. This change is contrary current to the current policy and an amendment will be required. Additionally, this will jeopardize future capital projects such as 4th Avenue reconstruction.

If Council wishes, this could be further adjusted by:

- Postponing the hiring of the Manager of Facilities to 2021, especially if operations are not back to normal in October.
- Reduce select capital projects. This will push all pending projects to future years; or
- Council directing specific services be cut.

These further options will require staff to report back at a future meeting.

The revised levy amount of \$9,151,907 is the assessment based property tax levy which is separate from a parcel (flat) tax levy. This amount is to be distributed across the property classes in accordance with multiple legislation requirements.

There are 5 options presented to allocate \$9,151,907 or the \$8,979,131. Please note the percentage allocation will remain the same for either amount per scenario:

Option #1 – same percentage as 2019

Option #2 – all classes allocated the same percentage change after non-market change

Option #3 – half the increase of residential class to Class 4, 5 & 6

Option #4 – no increase to class 4 after NMC

Option #5 – using Provincial Multiples

Following each option presented is the impact to an average single-family residential property with an assessed value of \$445,000 in 2020, up approximately 3.6% in market value over 2019 as well as a median commercial property valued at 212,500 in 2020, up from approximately 12% over 2019 values. Where necessary, the Residential Class absorbs any shifting to be consistent with BC Reg 329/96¹.

¹ BC Reg 329/96 within the Community Charter states that Class 2 Utilities tax levy not exceed the greater of \$40 for each \$1,000 and not to exceed 2.5 times the Class 6 Business/Other Rate.

Option #1 – same percentage as 2019

If each property class were levied the same percentage of the property taxes as they were in 2019, the levies would be:

Class	1.92% net tax increase	0% net tax increase	% of 2020 Levy	Multiple
1 Residential	6,670,203	6,544,352	72.88%	1.0000
2 Utilities	48,212	47,227	0.53%	7.3661
3 Supportive Housing	0	0	0.00%	0.0000
4 Major Industry	1,099,144	1,078,394	12.01%	25.8777
5 Light Industry	61,318	60,160	0.67%	1.0000
6 Business/Other	1,247,405	1,223,856	13.63%	2.9465
7 Managed Forest Land	0	0	0.00%	0
8 Rec/Non-Profit	24,710	24,244	0.27%	0.6219
9 Farm Land	915	898	0.01%	1.0000
Total	9,151,907	8,979,131		

Impact:

	1.92% net tax increase		0% net tax increase	
	Dollar	%	Dollar	%
Average SFD	34.62	2.00%	1.33	0.08%
Median Class 6	16.03	0.65%	-30.77	-1.25%

This option does not take into consideration the non-market change.

Option #2 – allocate the same percentage tax increase equally to all classes after non-market change

Taking growth into consideration and then allocating the difference based on the same percentage, the following tax rates would be:

Class	1.92% net tax increase	0% net tax increase	% of 2020 Levy	Multiple
1 Residential	6,666,504	6,541,266	72.85%	1.0000
2 Utilities	48,843	47,909	0.53%	7.4625
3 Supportive Housing	0	0	0.00%	0.0000
4 Major Industry	1,083,742	1,063,013	11.84%	25.5151
5 Light Industry	65,251	64,003	0.71%	1.0000
6 Business/Other	1,263,724	1,239,553	13.81%	2.9850
7 Managed Forest Land	207	203	0.00%	1.0000
8 Rec/Non-Profit	22,765	22,330	0.25%	0.5727
9 Farm Land	871	854	0.01%	1.0000
Total	9,151,907	8,979,131		

Impact:

	1.92% net tax increase		0% net tax increase	
	Dollar	%	Dollar	%
Average SFD	33.64	1.95%	0.53	0.03%
Median Class 6	48.45	1.97%	0.43	0.02%

Option #3 – Classes 4, 5 & 6 increased at half of the Residential rate

A change in policy of shifting the tax burden from the industry and business classes to the residential class would look like:

Class	1.92% net tax increase	0% net tax increase	% of 2020 Levy	Multiple
1 Residential	6,686,778	n/a	73.07%	1.0000
2 Utilities	48,430	n/a	0.53%	7.3994
3 Supportive Housing	0	n/a	0.00%	0.0000
4 Major Industry	1,074,793	n/a	11.74%	25.3044
5 Light Industry	64,712	n/a	0.71%	1.0000
6 Business/Other	1,253,289	n/a	13.69%	2.9604
7 Managed Forest Land	207	n/a	0.00%	1.0000
8 Rec/Non-Profit	22,825	n/a	0.25%	0.5744
9 Farm Land	873	n/a	0.01%	1.0000
Total	9,151,907			

Impact:

	1.92% net tax increase	
	Dollar	%
Average SFD	38.98	2.26%
Median Class 6	27.71	1.13%

Option #4 – No increase to Class 4 after Non-Market Change.

This scenario would see the Class 4 – Industrial properties shift the tax burden to the other classes:

Class	1.92% net tax increase	0% net tax increase	% of 2020 Levy	Multiple
1 Residential	6,683,899	n/a	73.04%	1.0000
2 Utilities	48,959	n/a	0.53%	7.4802
3 Supportive Housing	0	n/a	0.00%	0.0000
4 Major Industry	1,063,033	n/a	11.62%	25.0275
5 Light Industry	65,339	n/a	0.71%	1.0000
6 Business/Other	1,266,732	n/a	13.84%	2.9921
7 Managed Forest Land	203	n/a	0.00%	1.0000
8 Rec/Non-Profit	22,868	n/a	0.25%	0.5755
9 Farm Land	874	n/a	0.01%	1.0000
Total	9,151,907			

Impact:

	1.92% net tax increase	
	Dollar	%
Average SFD	38.22	2.21%
Median Class 6	54.42	2.21%

Option #5 – Use Provincial Multiples

Provincial multiples are used to set regional tax rates. If they were applied to municipal taxes, the amounts would be:

Class	1.92% net tax increase	0% net tax increase	% of 2020 Levy	Multiple
1 Residential	7,654,328	7,509,819	83.64%	1.0000
2 Utilities	26,300	25,803	0.29%	3.5000
3 Supportive Housing	0	0	0.00%	0.0000
4 Major Industry	165,795	162,666	1.81%	3.4000
5 Light Industry	68,869	67,569	0.75%	3.4000
6 Business/Other	1,190,788	1,168,312	13.01%	2.4500
7 Managed Forest Land	97	95	0.00%	3.0000
8 Rec/Non-Profit	45,619	44,758	0.50%	1.0000
9 Farm Land	111	109	0.00%	1.0000
Total	9,151,907	8,979,131		

Impact:

	1.92% net tax increase		0% net tax increase	
	Dollar	%	Dollar	%
Average SFD	294.68	17.05%	256.50	14.84%
Median Class 6	-96.49	-3.92%	-141.16	-5.73%

These scenarios are provided to determine how the amounts are allocated across the classes in accordance with the Financial Plan Bylaw requirements. The actual tax rate bylaw will be produced once the distribution is determined.

Property Tax Due Date

The Community Charter states that property taxes are due July 2nd for the general tax collection scheme². The Province recently announced a penalty date of October 1st for all properties classes with the exception of Residential (1), Utilities (2), and Farm (9)³. Staff are investigating options of multiple tax due dates.

Council can choose an alternative due date⁴ and alternative penalty date(s).

Council could:

- Keep the current deadline of July 2nd with a 10% penalty. This option may be difficult for some property owners to come up with these funds in two months.
- Extend the deadline to September 2nd with a 10% penalty. This option will put pressures on the municipality as funds will be required to pay over to the other taxing agencies regardless if the funds are received or not.
- Mixture between the two options: Keep the deadline as July 2nd with a lower initial penalty (2%) and apply a further penalty (8%) on September 2nd. The intent of this option is to encourage people to pay by the deadline but not add the full penalty if payment is not received by July 2nd.
- Choose October 1st for all property classes as the due date and implement the 10% legislated penalty at that time. This is the simplest option though it will put pressure on the municipality as funds will be required to pay over to the other taxing agencies regardless if the funds are received or not.

Cash-flows

This new penalty date announcement essentially allows for \$3million (or 20%) of the approximate \$15million of the total assessment based tax levy (including other agencies) to be due October 1st, yet still requires \$3.7million of payovers to the other agencies by July 31st. The Province delayed the School Tax payover to the end of the year.

² Community Charter s.234(1)

³ Province of BC New Release., 2020FIN0020-000703, April 16, 2020

⁴ Community Charter s.235

The Town may need to execute the Revenue Anticipation bylaw to cover cashflows.

FINANCIAL IMPLICATIONS:

As discussed throughout this report.

It should be noted that the other agencies that the Town collects property taxes on their behalf have not adjusted many of their budgets, for example:

	2019	2020	Change \$	Change (%)
CVRD	1,478,574.43	1,580,343.19	101,768.76	6.9%
CVRD Hospital	970,114.75	1,054,034.99	83,920.24	8.7%
BCA	81,339.89	92,839.24	11,499.35	14.1%
MFA	383.36	407.63	24.27	6.3%
Library	414,180	429,662	15,482.00	3.74%

All the school tax rates are unknown at this time though the Province has reduced the rates from all classes except Residential (1), Utilities (2), and Farm (9).

LEGAL IMPLICATIONS:

The Community Charter s.195 requires the Financial Plan. One of the requirements is setting the Objectives and Policies of the municipality. These include:

- Total Revenue from each funding source
- Distribution of property value taxes amount the property classes
- Use of Permissive Tax Exemptions

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

Property owners are often interested in the amount of property taxes they are charged as well as how it is allocated to other property classes.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

Property taxes fund much of the Town's department work.

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 |
| <input type="checkbox"/> Healthy Community | <input type="checkbox"/> Local, Diverse Economy |
| <input type="checkbox"/> Not Applicable | |

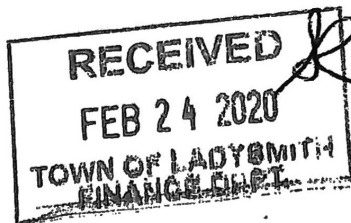
ALIGNMENT WITH STRATEGIC PRIORITIES:

- | | |
|---|---|
| <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Economy |
| <input type="checkbox"/> Community | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Waterfront | |

I approve the report and recommendation(s).

Guillermo Ferrero, Chief Administrative Officer

ATTACHMENT(S):



ATTENTION; Erin Anderson,
Director of Financial Services

Ladysmith Council
410 Esplanade,
PO Box 220,
Ladysmith, B.C. V9G 1A,

Council Members: **On behalf of HOLLAND CREEK STRATA PLAN EPS2569 we would like to bring to Council our desire to have our Utility Billing (garbage, water and sewer) done as individual Home Owners.**


We are a Bare Land Strata which, unlike most Strata's, our homes and lots are owned separately, similar to other private homes in Ladysmith. Recently, Ladysmith Town Council amended a by-law to bill the garbage and sewer for bare land strata's based on the number of units, rather than the prior billing practice of "3 or more units' rate.

In light of this recent amendment, we respectfully request that the Town of Ladysmith also apply the same billing process for the water bill. Our developer went to the expense of installing water meters on each of our lots. Therefore, the process should be straight forward for the Town to read our individual meters, rather than just the main strata meter.

- By doing so, **the Town will actually realize more revenue** from these eight units, as the base amount will apply to each unit, rather than the one base amount billed to the strata as a whole.
- For the strata owners, it will allow us to manage our own utilities and bill payments in a timely manner. We are happy to expect that our quarterly utilities bill will be in line with other home owners in town.
- For the Strata Council it will alleviate the necessity to read the meters and to separate all these individual rates for each owner on a monthly basis.

We have our Annual General Meeting in May and it would be very much appreciated at that time to be able to tell our owners that the Town of Ladysmith will be billing their utilities separately, like the other home owners in Ladysmith.

Thank you for your consideration.

Roxann Barker

President
Morgan Fisher, Secretary
Jen Malcom, Treasurer