

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

Tuesday, July 7, 2020

This meeting will be held electronically as per Ministerial Order No. M192

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**1. CALL TO ORDER**

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

**2. AGENDA APPROVAL**

Recommendation

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

**3. MINUTES**

**3.1 Minutes of the Special Meeting of Council held June 16, 2020**

Recommendation

That Council approve the minutes of the Special Meeting of Council held June 16, 2020.

**3.2 Minutes of the Special Meeting of Council held June 23, 2020**

Recommendation

That Council approve the minutes of the Special Meeting of Council held June 23, 2020.

#### **4. DEVELOPMENT APPLICATIONS**

##### **4.1 OCP and Zoning Amendment Application – 1130 Rocky Creek Road**

Recommendation

That Council provide direction as to how it wishes to proceed with application 3360-20-02 (1130 Rocky Creek Road) as outlined under the Alternatives section of the staff report.

##### **4.2 Development Variance Permit – 1010 2nd Avenue**

Recommendation

That Council:

1. Issue Development Variance Permit 3090-20-02 to vary the southeast side parcel line setback requirement from 1.5m to 0.52m for a storage room attached to the dwelling at 1010 2nd Avenue; and
2. Authorize the Mayor and Corporate Officer to sign Development Variance Permit 3090-20-02.

#### **5. BYLAWS- OFFICIAL COMMUNITY PLANNING AND ZONING**

##### **5.1 Zoning Bylaw Amendment Application – 1148 Rocky Creek Road**

Recommendation

That Council:

1. Proceed with third reading of Town of Ladysmith Zoning Bylaw 2014, No.1860, Amendment Bylaw (No. 31) 2020, No. 2040; and
2. Direct staff to refer Town of Ladysmith Zoning Bylaw 2014, No.1860, Amendment Bylaw (No. 31) 2020, No. 2040 to the Ministry of Transportation and Infrastructure pursuant to section 52 of the *Transportation Act*.

## 6. REPORTS

### 6.1 COVID-19 Ministerial Order M192 – Open Meetings and Electronic Hearings

#### Recommendation

That, pursuant to Ministerial Order No. M192, the attendance of the public at Town of Ladysmith Council and Committee meetings cannot be accommodated in accordance with the applicable requirements or recommendations under the *Public Health Act*, because the Council Chamber does not allow for appropriate physical distancing between Council, staff and the public in attendance; and there are no other Town facilities presently available that will allow physical attendance of the public without compromising the options of attending the meeting electronically via Zoom and viewing the meeting via livestream on YouTube; and

That the Town of Ladysmith is ensuring openness, transparency, accessibility and accountability for meetings by:

1. allowing the public to hear and see the proceedings by electronic means;
2. allowing the public to submit input on agenda items by email;
3. providing notice of the meeting;
4. making the meeting agenda, as well as all other relevant documents, available on the Town website;
5. providing email notification of publication of agendas to subscribers;
6. archiving meeting video for future viewing by members of the public; and
7. continuing to investigate options to facilitate public participation.

Therefore, be it resolved that Council and Committee meetings be held electronically and in the absence of the public in accordance with Ministerial Order M192, for the duration of the Provincial Health Officer's Order on Mass Gathering Events and the Provincial State of Emergency made March 18, 2020 and any extension of that declaration in effect.

## **6.2 2020 Utility Due Dates**

### Recommendation

That Council determine if it wishes to extend the quarterly utility bill due dates for the periods:

- Quarter 2 (April – June, 2020)
- Quarter 3 (July – September, 2020)
- Quarter 4 (October – December, 2020)

## **6.3 Economic Recovery - COVID 19**

### Recommendation

That Council give first three readings to “Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw #8, 2020, No. 2042” to clarify regulations for sidewalk patios and “parklets”.

## **6.4 Sealegs Kayaking – Request for Rent Relief**

### Recommendation

That Council deny the request from Sealegs Kayak Rentals and Marine Adventures for a reduction in rent for the period of March to August, 2020.

## **7. NEW BUSINESS**

### **7.1 Ladysmith and District Historical Society Annual Report**

(The Ladysmith and District Historical Society annual report is a requirement outlined in the Management and Operating Agreement between the Society and the Town)

## **8. QUESTION PERIOD**

Residents can submit questions to Council via email at [info@ladysmith.ca](mailto:info@ladysmith.ca) during the meeting.

- Persons wishing to address Council must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must include 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

## **9. ADJOURNMENT**