

**A REGULAR MEETING
OF THE TOWN OF LADYSMITH COUNCIL
AGENDA
6:30 P.M.**

Tuesday, October 6, 2020

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

1. CALL TO ORDER

Call to Order 6:30 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 being considered for a position as an officer, employee or agent of the municipality - section 90(1)(a)

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

Please follow this link to view the

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

4. AGENDA APPROVAL

Recommendation

That Council approve the agenda for this Regular Meeting of Council for October 6, 2020.

5. RISE AND REPORT- Items from Closed Session

Items from the Closed Meeting of Council held September 1, 2020

- CE 2020-131

That Council:

1. Direct the Mayor and Corporate Officer to execute the Lease and Access Agreement renewal with Sealegs Kayak Rentals and Marine Adventures for use of the Transfer Beach Park Eco-Tourism Facility for a five-year period from October 1, 2020 until September 30, 2025, with a 2% increase each year beginning in Year 2 as outlined in the agreement;
2. Direct staff to give notice of the Town's intent to lease the facility to Sealegs in accordance with the *Community Charter*, and
3. Rise and report on this item once the lease agreement has been signed by both parties.

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held September 15, 2020

Recommendation

That Council approve the minutes of the Regular Meeting of Council held September 15, 2020.

7. PROCLAMATIONS

7.1 Foster Family Month

Mayor Stone has proclaimed the month of October, 2020 as Foster Family Month in the Town of Ladysmith.

7.2 Waste Reduction Week

Mayor Stone has proclaimed October 19 to 25, 2020 as Waste Reduction Week in the Town of Ladysmith.

8. DEVELOPMENT APPLICATIONS

8.1 Zoning and OCP Amendment for 201 and 203 Dogwood Drive

Recommendation

That Council:

1. Direct that application 3360-20-04 (Amended Lot 10 (DD 21674N) District Lot 56 Oyster District Plan 1684 and Amended Lot 11 (DD 27179N) District Lot 56 Oyster District Plan 1684) proceed for further consideration on the condition that the applicant be required to investigate a four storey building design option with consideration of the following:
 - i. view corridors;
 - ii. design controls related to height, scale, form and massing; and
 - iii. neighbourhood character and public concerns.
2. Having considered section 475 (consultation during development of an OCP) and section 476 (consultation on planning for school facilities) of the *Local Government Act*, direct staff to refer the application to:
 - i. Stz'uminus First Nation pursuant to the Memorandum of Understanding
 - ii. School District 68 (Nanaimo Ladysmith)
 - iii. The Community Planning Advisory Committee;
 - iv. The BC Ministry of Transportation and Infrastructure;
 - v. BC Hydro; and
 - vi. Fortis BC.
3. Direct that staff:
 - a. Work with the applicant regarding land use matters and report back to Council, specifically with regard to the following items:
 - b. submission of a Development Permit application;
 - c. consolidation of the subject properties; and
 - d. density bonus options.

8.2 Industrial Development Permit and Development Variance Permit at 10750 South Watts Road

Recommendation

That Council:

1. Approve Development Variance Permit (DVP) 3090-20-01, to vary the Zoning Bylaw and Subdivision and Development Servicing Bylaw regulations requiring a connection to a community sanitary sewer system, to allow the property at 10750 Westdowne Road (Lot 20, District Lot 72, Oyster District, Plan 8793 Except Parcel A (DD 94199N)) to be developed without connecting to the sanitary sewer system, on the condition that the applicant enter into a covenant that requires extension and connection to the Town's sanitary sewer main within two years of the main being available to the subject property.
2. Approve Development Permit (DP) 3060-19-21 to allow the property at 10750 South Watts Road to be developed as a cannabis production facility within the Industrial and Riparian Development Permit Areas .
3. Authorize the Mayor and Corporate Officer to sign DVP 3090-20-01 and DP 3060-19-21.

9. COMMITTEE MINUTES

9.1 Minutes of the Parks, Recreation and Culture Advisory Committee Meeting held September 16, 2020

Recommendation

That Council receive for information the minutes of the September 16, 2020 meeting of the Parks, Recreation and Culture Advisory Committee.

10. REPORTS

10.1 2021 Council Meeting Schedule

Recommendation

That Council confirm the following schedule of regular Council and Committee of the Whole meetings for 2021 and direct staff to advertise the schedule in accordance with Section 127 of the *Community Charter*.

Council Meetings

January 5	April 6	July 6	October 5
January 19	April 20	July 20	October 19
February 2	May 4	August 3	November 2
February 16	May 18	August 17	November 16
March 2	June 1	September 7	December 7
March 16	June 15	September 21	December 21

Committee of the Whole Meetings

January 12	May 11	September 28
March 9	July 13	November 9

10.2 Machine Shop Seismic Upgrade Project Update

To access the Investing in Canada Infrastructure Program grant information, please click on the link below:

<https://www2.gov.bc.ca/assets/gov/driving-and-transportation/funding-engagement-permits/grants-funding/investing-in-canada/icip-community-culture-and-recreation-program-guide.pdf>

To access the schematic design report for the Machine Shop, please click on the link below:

<http://ow.ly/TPUj50BH75Z>

Recommendation

That Council:

1. Direct staff to submit an application for grant funding for the Machine Shop Rehabilitation Phase 2 for \$3,114,611 through the *Investing in Canada Infrastructure Program – Community, Culture and Recreation*;
2. Support the project and commit to its share (\$1,132,779) of the project with

the funds to come from the Real Property Reserve and General Government Reserves; and

3. Direct staff to amend the 2020-2024 Financial Plan accordingly.

10.3 Economic Recovery - Sidewalk Patios

Recommendation

That Council give first three readings to “Streets and Traffic Bylaw 1998, No. 1309, Amendment Bylaw #8, 2020, No. 2054” allowing the Director of Development Services to issue permits authorizing sidewalk patios between October 31st and March 1st.

10.4 Permanent Downtown Washroom

Recommendation

That Council:

1. Direct staff to amend the budget to \$100k for the permanent downtown washroom, with the funds to come from the Real Property Reserve for \$32k and the remaining funding to come from community donations; and
2. Waive the purchasing policy.

10.5 Re-opening Plan for Swimming Pool

Recommendation

That Council direct staff to:

1. Reopen the 25m pool and the therapy teach pool at the Frank Jameson Community Centre on November 2nd with limited programming as presented by the Director of Parks, Recreation and Culture; and
2. Phase in the opening of the other pool amenities when permitted by the Provincial Health Officer and other regulatory agencies.

10.6 Battie to Thetis Watermain Loop Budget Amendment

Recommendation

That Council direct staff to amend the 2020-2024 Financial Plan to include the Battie to Thetis Watermain loop for \$80,000, with \$40,000 to come from the Water Development Cost Charges reserve and \$40,000 to come from the Water reserve.

11. BYLAWS

11.1 Bylaw Status Sheet

12. NEW BUSINESS

13. QUESTION PERIOD

Residents can submit questions to Council via email at 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

14. ADJOURNMENT