

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

Tuesday, November 3, 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)
- the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality - section 90(1)(e)
- negotiations and related discussions respecting the proposed provision of a municipal service - section 90(1)(k)

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 November 3, 2020.

5. RISE AND REPORT- Items from Closed Session

Item from the Closed Meeting of Council held October 20, 2020

- **CE 2020-142**
 1. That Council direct the Mayor and Corporate Officer to execute the Partnership Agreement with the Boys & Girls Clubs of Central Vancouver Island for the provision of child care services for a fifteen-year period from October, 2020 until September, 2035;
 2. Direct staff to give notice of the Town's intent to enter into an agreement with the Boys & Girls Clubs of Central Vancouver Island in accordance with the Community Charter; and
 3. Rise and report on this item once the agreement has been signed by both parties.

6. MINUTES

6.1. Minutes of the Regular Meeting of Council held October 20, 2020

Recommendation

That Council approve the minutes of the Regular Meeting of Council held October 20, 2020.

7. PROCLAMATIONS

7.1. Louis Riel Day

Mayor Stone has proclaimed November 16, 2020 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 135th anniversary of his death.

8. ANNUAL APPOINTMENTS

8.1. Deputy Mayor

8.2. Parcel Tax Review Panel

8.3. Cowichan Valley Regional District Director

A Council resolution is required for this appointment.

8.4. Cowichan Valley Regional District Alternate Director

A Council resolution is required for this appointment.

8.5. Vancouver Island Regional Library Board Director

A Council resolution is required for this appointment.

8.6. Vancouver Island Regional Library Board Alternate Director

A Council resolution is required for this appointment.

8.7. Standing and Community Committee Representatives

9. 2021 BUDGET WORKSHOP - PRELIMINARY OPERATING BUDGET

9.1. 2021-2025 Preliminary Financial Plan Discussions

Recommendation

That Council receive for information the report dated November 3, 2020 regarding the 2021-2025 Preliminary Financial Plan Discussions.

9.2. Presentation and Council Discussion

9.3. Public Input and Questions

Residents can submit questions to Council via email at info@ladysmith.ca during the meeting.

10. COMMITTEE MINUTES

10.1. October 27, 2020 Special Committee of the Whole Recommendations

A special meeting of the Committee of the Whole was held on October 27, 2020 to discuss Official Community Plan development.

Recommendation

That Council adopt the following resolutions related to the Official Community Plan Development report presented at the Special Committee of the Whole Meeting held October 27, 2020:

- Resolution CW 2020-048

That Council endorse a comprehensive review of the existing Official Community Plan using previously completed plans, growth projections and background materials as a foundation with a project budget of \$200,000,

excluding legal and incidentals, and an estimated timeline of 18-21 months.

- Resolution CS 2020-049

That Council direct staff to bring the proposed Project Charter and Steering Committee Terms of Reference, including amendments to membership numbers and descriptors, consultant selection process and desired level of engagement to the November 17, 2020 Council meeting for Council consideration.

11. REPORTS

11.1. Holland Creek Supply Main (Phase 2) Award

Recommendation

That Council award the contract for the Holland Creek Supply Main (Phase 2) to Don Mann Excavating Ltd. for \$288,298.50 including GST.

11.2. In-Channel Spiral Screen – Waste Water Treatment Plant - Award

Recommendation

That Council direct staff to:

1. Increase the budget for the replacement of In-Channel Spiral Screen for the Waste Water Treatment Plant from \$100,000 to \$165,000;
2. Award the contract for the replacement of In-Channel Spiral Screen for the Waste Water Treatment Plant to West Coast Prefab, for a bid amount of \$163,339.52 including PST; and
3. Amend the 2020-2024 Financial Plan accordingly.

12. BYLAWS

12.1. Town of Ladysmith Road Closure Bylaw 2020, No. 2055

The purpose of Bylaw 2055 is to close part of the unnamed laneway between 531 and 521 1st Avenue and part of the unnamed laneway between 431 and 421 1st Avenue.

Recommendation

That Council adopt "Town of Ladysmith Road Closure Bylaw 2020, No. 2055".

12.2. Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2018, No. 1968, Amendment Bylaw 2020, No. 2056

The purpose of Bylaw 2056 is to allow for the addition of a registered non-profit youth swim club rate.

Recommendation

That Council adopt "Town of Ladysmith Community Centre and Facilities Fees and Charges Bylaw 2018, No. 1968, Amendment Bylaw 2020, No. 2056".

12.3. Bylaw Status Sheet

13. NEW BUSINESS

14. 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

15. ADJOURNMENT