

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

Tuesday, December 1, 2020

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

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**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:

- labour relations or other employee relations - section 90(1)(c)
- 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 December 1, 2020.

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

## **6. MINUTES**

### **6.1. Minutes of the Special Meeting of Council held November 10, 2020**

#### Recommendation

That Council approve the minutes of the Special Meeting of Council held November 10, 2020.

### **6.2. Minutes of the Regular Meeting of Council held November 17, 2020**

#### Recommendation

That Council approve the minutes of the Regular Meeting of Council held November 17, 2020.

## **7. DELEGATIONS**

### **7.1. Ladysmith RCMP Policing Priorities**

Staff Sergeant Wes Olsen, Detachment Commander, will provide an overview of policing goals and priorities for the Town of Ladysmith.

## **8. 2021 BUDGET: INTRODUCTION OF WATER RATE BYLAW AND CONTINUATION OF GENERAL OPERATIONS**

### **8.1. 2021 Financial Plan Discussions - General Operations**

#### Recommendation

That Council:

1. Revise the date of the next Financial Plan discussions from December 17<sup>th</sup> to December 15<sup>th</sup> to coincide with the next regular Council meeting;
2. Direct staff to amend the Financial Plan policy to include the allocation of 2.5% of the prior year municipal taxes to the infrastructure reserve for 2021; and
3. Confirm the current Financial Plan policy to include the allocation of 10% of the prior year municipal taxes to the general capital fund for 2021.

### **8.2. Public Input and Questions**

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

## 9. DEVELOPMENT APPLICATIONS

### 9.1. Development Variance Permit & Development Permit for Multi-Family Development at 107 Rollie Rose Drive

#### Recommendation

That Council:

1. Issue Development Variance Permit 3090-20-04 to vary the maximum height of a principal building from 10m to 14.9m, and to reduce the number of parking stalls from 2.0 to 1.5 per dwelling unit with two or more bedrooms, for a multi-family residential use located on Lot 13 District Lot 103 Oyster District Plan EPP75579 (107 Rollie Rose Drive).
2. Issue Development Permit 3060-20-09 for a multi-family residential development on Lot 13, District Lot 103, Oyster District Plan EPP75579 (107 Rollie Rose Drive) on the condition that:
  - a. the permittee provide security in the amount of \$5,000 to be used in the event of damage to the Streamside Protection and Enhancement Area (SPEA) resulting from a contravention of Development Permit 3060-20-09; and
  - b. the permittee provide security in the amount of \$180,547 in the event that conditions respecting landscaping in Development Permit 3060-20-09 are not satisfied.
3. Authorize the Mayor and Corporate Officer to sign Development Variance Permit 3090-20-04 and Development Permit 3060-20-09.

### 9.2. OCP and Zoning Bylaw Amendment Application – Lot 20 Trans-Canada Highway and 670 Farrell Road

#### Recommendation

That Council:

1. Direct the applicant to continue working with staff on Zoning Bylaw and Official Community Plan Amendment Application No. 3360-19-02.
2. If desired by Council, review the site plan attached as Attachment A to the staff report dated December 1, 2020 and provide further clarification or conditions relating to layout, community amenity contributions, and parks made in Council Resolutions CS2020-071, and CS2020-073.
3. Specify any further conditions that Council wishes to impose prior to *further* consideration of the application by Council.
4. Specify any further conditions that Council wishes to impose prior to *final* consideration of the application by Council.

## 10. COMMITTEE MINUTES

### 10.1. November 10, 2020 Committee of the Whole Recommendations

#### Recommendation

That Council direct staff to prepare a report regarding bans on single use plastics.

## 11. REPORTS

### 11.1. Poverty Reduction Plan Update

#### Recommendation

That Council receive for information the report dated December 1, 2020 regarding the Poverty Reduction Plan Update.

### 11.2. COVID-19 Parks, Recreation & Culture Program Rate Adjustment

#### Recommendation

That Council receive for information the staff report dated December 1, 2020, regarding COVID-19 Parks, Recreation & Culture Program Rate Adjustments.

### 11.3. Machine Shop and Arts & Heritage Hub: Direction on Next Steps

#### Recommendation

That Council:

1. Endorse the final version of the Arts & Heritage Hub Concept Report prepared by Hotson Architecture attached as Appendix A to the December 1, 2020 staff report;
2. Direct staff to allocate up to \$75,000 from the Waterfront Projects allocation to proceed with obtaining construction drawings and cost estimates for Phase 1 elements of the Arts & Heritage Hub that are ineligible for ICIP and ICET grant funding and report back to Council once design and costing are complete;
3. Endorse the Terms of Reference for the Arts & Heritage Hub Steering Committee attached as Appendix B to the December 1, 2020 staff report; and
4. Direct that staff and the chosen design firm for Phase 1 of the Arts & Heritage Hub work collaboratively with local First Nation artists on the design of the proposed artist studio building.

## 12. BYLAWS

### 12.1. Bylaw 2057: Revenue Anticipation Bylaw

The purpose of Bylaw 2057 is to provide for the borrowing of money in anticipation

of revenue, effective January, 2021.

Recommendation

That Council give first three readings to Town of Ladysmith “2021 Revenue Anticipation Borrowing Bylaw 2020, No. 2057”.

**12.2. Bylaw 2058: Waterworks Regulations Amendment Bylaw**

The purpose of Bylaw 2058 is to amend water utility rates effective January, 2021.

Recommendation

That Council give first three readings to Town of Ladysmith “Waterworks Rates and Regulations Bylaw 1999, No. 1298, Amendment Bylaw 2020, No. 2058”.

**13. NEW BUSINESS**

**14. 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

**15. ADJOURNMENT**