



**Council’s Mission Statement:** *Provide, effective and environmentally and economically sustainable services and good governance for the public while managing growth of the community and respecting Lantzville’s diverse character and charm.*



**1. INFRASTRUCTURE**

Action	✓ 2022 Quarter 1 (Q1) Update
<p>1.1 Implement the Village Commercial Core Improvement Plan and the Streetscape Design</p> <p><b>Chief Administrative Officer</b>  <b>Director of Planning and Community Services</b>  <b>Director of Public Works</b></p>	<p><i>(2021 Q4) Council made the following motion at the October 6, 2021 regular Council meeting:</i></p> <p><i>THAT the artist Leslie Robert Sam (LessLIE) be awarded the contract to provide Outdoor Artwork as outlined in the submission; AND FURTHER THAT District staff enter into an agreement for \$5,000 with Leslie Robert Sam (LessLIE) for the design and installation of public art at the District of Lantzville road right-of-way at 7221 Lantzville Road.</i></p> <p><i>Phase II – (Dickinson Road to Tweedhope Road) Grant announcement for the Western Economic Diversification Canada under the Canada Community Revitalization Fund Grant submission expected in early 2022.</i></p> <p><b>2022 Q1 Update</b></p> <p>✓ Staff are incorporating the public artwork installation at 7221 Lantzville Road by LessLIE into the Phase II design.</p> <p>✓ Phase II – (Dickinson Road to Tweedhope Road) Grant announcement for the Western Economic Diversification Canada under the Canada Community</p>



**1. INFRASTRUCTURE**

Action	✓ 2022 Quarter 1 (Q1) Update
	Revitalization Fund Grant submission expected soon.
<p><b>1.2</b> Bring water to most residents in Lantzville - Implement Water Master Plan</p> <p><b>Director of Financial Services</b>  <b>Director of Planning and Community Services</b>  <b>Director of Public Works</b></p>	<p><b>(2021 Q4)</b> Council passed the following motions at the November 3, 2021 regular Council meeting:  <i>THAT an application be submitted for grant funding for <b>the Winds Residential Area Water Supply</b> through the Investing in Canada Infrastructure Program – Environmental Quality; AND FURTHER THAT Council supports the project and commits to its share, (\$2,085,372) 30 percent of the project as well as cost overruns, funded by Local Area Service by Council initiative, subject to a petition against.</i></p> <p><i>THAT Staff prepare a high level report for Council’s consideration outlining the required steps for initiating a Local Area of Service for Municipal Water Service for the Clark Drive Area (AW) as identified in the District of Lantzville Water Master Plan.</i></p> <p><i>Council made the following motion at the November 17, 2021 regular Council meeting:                  THAT staff prepare and include an update to residents by including a full page in a future District of Lantzville Community Update newsletter to advise residents on the progress regarding water.</i></p> <p><i>Staff drafted and included a Community Water Service Update article in the</i></p>



**1. INFRASTRUCTURE**

Action	✓ <b>2022 Quarter 1 (Q1) Update</b>
	<p><i>December 2021 Community Update newsletter.</i></p> <p><i>Council adopted the 2022-2026 Financial Plan at the December 1, 2021 regular Council meeting which includes an annual contribution starting in 2022 of \$5,000 in a new reserve fund for expanding the Community water system.</i></p> <p><b>2022 Q1 Update</b></p> <ul style="list-style-type: none"> <li>✓ Council made the following motion at the January 12, 2022 regular Council meeting:                          THAT “District of Lantzville Water System Expansion to the Winds Residential Areas, Loan Authorization Bylaw No. 299, 2022” be given first, second, and third readings.</li> <li>✓ January 26, 2022 staff Submitted \$7.8 million Winds Residential Area Expansion of Water System grant application #IG0464 under the Investing in Canada Infrastructure Program (ICIP) – Green Infrastructure Environmental Quality.</li> </ul>
<p><b>1.3</b> Secure a District-owned Public Works facility &amp; <b>1.4</b> Secure the District Fire Hall site  <i>(Former priorities 1.3 and 1.4 are combined as they are connected together)</i></p> <p><b>Chief Administrative Officer</b>  <b>Director of Financial Services</b>  <b>Director of Planning and Community Services</b></p>	<p><b>(2021 Q4)</b> <i>Council made the following motion at the October 20, 2021 regular Council meeting:</i>  <i>THAT the 2021-2025 Financial Plan be amended to include \$475,000 in 2021 for the design of a fire hall and public works facility, funded from facilities life cycle reserves.</i></p>



### 1. INFRASTRUCTURE

Action	✓ 2022 Quarter 1 (Q1) Update
	<p>✓ <b>2022 Quarter 1 (Q1) Update</b></p> <p><i>Lantzville Public Works Facility &amp; Fire Rescue Design Request for Proposals (RFP) issued November 24, 2021 with December 13, 2021 closing date. Staff to bring a recommendation to Council for consideration in January 2022 to award the contract.</i></p> <p><b>2022 Q1 Update</b></p> <p>✓ Council made the following motion at the January 26, 2022 regular Council meeting:                      THAT KMBR Architects and Planners be awarded the contract to design a new public works facility and fire hall for an estimated price of \$444,000.</p> <p>✓ Ongoing - Preliminary design meetings for a public works facility and fire hall underway.</p>




### 2. FINANCIAL PLANNING

Action	✓ 2022 Quarter 1 (Q1) Update
<p><b>2.1</b> Establish a policy to identify how new growth tax revenues are allocated</p> <p><b>Director of Financial Services</b></p>	<p>✓ <b>2022 Quarter 1 (Q1) Update</b></p> <p><i>(2021 Q4) Staff report planned for 2022.</i></p> <p><b>2022 Q1 Update</b></p> <p>✓ Staff report planned for Q3</p>



### 3. COMMUNITY PLANNING

Action	✓ 2022 Quarter 1 (Q1) Update

<p><b>3.1</b> Council to establish high level priorities for community amenity contributions</p> <p><b>Director of Planning and Community Services</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Requires Council direction</b></li> </ul>
<p><b>3.2</b> Complete the negotiation of the Foothills phased development agreement (PDA)</p> <p><b>Chief Administrative Officer</b> <b>Director of Planning and Community Services</b> <b>Director of Public Works</b></p>	<p><b>Developer dependent</b></p> <p><b>2022 Q1 Update</b> ✓ Application for PDA in progress</p>
<div style="text-align: center;">  </div> <p><b>3. COMMUNITY PLANNING</b></p>	
<p><b>3.3</b> <i>Design and construct a parking lot MOTI land at Ware Road/Industrial Road</i></p> <p><b>Director of Public Works</b></p>	<p><b>2023 Priority</b></p> <ul style="list-style-type: none"> <li>▪ <b>Requires Financial Plan submission</b></li> </ul>
<p><b>3.4</b> Acquire as much land as possible through development</p> <p><b>Director of Planning and Community Services</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Ongoing / operational for staff</b></li> </ul>
<p><b>3.5</b> Explore options for the provision of childcare spaces in the District</p> <p><b>Director of Planning and Community Services</b></p>	<p><b>(2021 Q4 Update)</b> <i>Staff report planned for 2022.</i></p> <p><b>2022 Q1 Update</b> ✓ Staff report planned for Q3</p>
<p><b>3.6</b> Explore options for the future of Community Use Building A (Costin Hall) and B (former church) and District community use facilities</p> <p><b>Department Heads</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Requires Council direction</b></li> </ul>
<p><b>3.7</b> Consider implementation of the Age-friendly Action Plan</p> <p><b>Director of Planning and Community Services</b></p>	<p><b>(2021 Q4 Update)</b> <i>Staff report planned for 2022.</i></p> <p><b>2022 Q1 Update</b> ✓ Staff report planned for Q3</p>



#### 4. COMMUNICATIONS & ENGAGEMENT

Action	✓ 2022 Quarter 1 (Q1) Update
<p><i>4.1 Work with community partners to facilitate community engagement and potential events such as Farmer’s Market(s), Film Nights, Minetown Day, Summer Beach Festival, Summer Music Festival, Polar Bear Swim (2023)</i></p> <p><b>Director of Corporate Administration</b>  <b>Director of Financial Services</b>  <b>Director of Planning and Community Services</b></p>	<p><b>2023 Priority</b></p> <p><b>2022 Q1 Update</b></p> <ul style="list-style-type: none"> <li>✓ January 17, 2022, staff provided Council by email, the signed Annual Minetown Day Service Agreement between the District of Lantzville &amp; Seaside Community Society.</li> <li>✓ February 9, 2022, Council approved a \$500 Grant in Aid to the Royal Canadian Legion Seaview Centennial Branch 257 to assist with a public celebration in Lantzville of the Queen’s Platinum Jubilee during the Summer of 2022.</li> <li>✓ 2022 Lantzville Minetown Day event to be held by Seaside Community Society on Saturday, August 6, 2022 in Huddleston Park.</li> </ul>



#### 5. PARKS & RECREATION

Action	✓ 2022 Quarter 1 (Q1) Update
<p><b>5.1</b> Work with community partners for access to recreational and greenspace at some beach road ends</p> <p><b>Director of Public Works</b>  <b>Director of Planning and Community Services</b></p>	<ul style="list-style-type: none"> <li>▪ <b>Requires Council direction</b></li> </ul>
<p><b>5.2</b> Reclaim road ends and rights-of-way to provide access to beaches. Staff to bring forward report regarding encroachments and communications with landowners</p>	<p><b>(2021 Q4 Update)</b> Council made the following motion at the October 20, 2021 regular Council meeting:</p>



## 5. PARKS & RECREATION

Action	✓ 2022 Quarter 1 (Q1) Update
<p><b>Director of Financial Services</b> <b>Director of Public Works</b></p>	<p><i>THAT staff be directed to move the no-post barriers and the bollard to the North at the Sebastion Road beach access to provide room for one accessible parking stall.</i></p> <p><i>Sebastion Road accessible parking stall completed.</i></p> <p><i>Removal of all nonconforming encroachments in progress.</i></p> <p><i>Council adopted Financial Plan Amendment Bylaw 288 on December 1, 2021 with \$50K funding from COVID Restart Grant.</i></p> <p><b>2022 Q1 Update</b> ✓ Removal of nonconforming encroachments ongoing</p>
<p><b>5.3</b> Achieve a partnership with Regional District of Nanaimo for Foothills park as a regional park and consider other options for partnerships for components</p> <p><b>Chief Administrative Officer</b> <b>Director of Public Works</b> <b>Director of Planning and Community Services</b></p>	<p>▪ <b>Other options require Council direction</b></p> <p><i>(2021 Q4 Update) Joint Councils meeting not scheduled to date; requested to contact Snaw-naw-as First Nation again in February 2022 after Snaw-naw-as Council election.</i></p> <p><b>2022 Q1 Update</b> ✓ Joint Councils meeting not scheduled to date; agenda item for next Joint Working Group meeting.</p>
<p><b>5.4</b> Continue advocacy to preserve, protect, and expand the Knarston Creek Riparian Corridor</p> <p><b>Council</b></p>	<p>▪ <b>Council Objective</b></p>



## 6. SERVICE DELIVERY

Action	✓ 2022 Quarter 1 (Q1) Update
<p><b>6.1</b> Develop and revise bylaws as needed</p> <p><b>Department Heads</b></p>	<p><b>(2021 Q4 Update)</b> 2022 Business Licences due January 1, 2022.</p> <p><b>(2021 Q4 Update)</b> Good Neighbour Bylaw public education material under development.</p> <p>Council adopted “District of Lantzville Council Procedure Bylaw No. 141, 2020, Amendment Bylaw No. 287, 2021” on December 1, 2021 allowing for electronic Council meetings.</p> <p>Council adopted “District of Lantzville School Site Acquisition Charges Bylaw No. 291, 2021” on December 1, 2021.</p> <p><b>2022 Q1 Update</b></p> <ul style="list-style-type: none"> <li>✓ Council adopted “District of Lantzville Phase III Sanitary Sewer Collection System Local Area Service Establishment Bylaw No. 143, 2017, Amendment (Boundary Adjustment) Bylaw No. 270, 2022” on March 9, 2022 to amend the boundaries for the Phase III Sanitary Sewer Collection System Local Area Service (LAS).</li> <li>✓ Council adopted “District of Lantzville Phase III Sanitary Sewer Collection System Local Area Service Parcel Tax Bylaw No. 277, 2022” on March 23, 2022 required to commence with imposing the annual parcel tax on 2022 property tax notices for 309 properties within the LAS joining the new Phase III Sanitary Sewer service.</li> </ul>





**6. SERVICE DELIVERY**

<b>Action</b>	<b>✓ 2022 Quarter 1 (Q1) Update</b>
	<ul style="list-style-type: none"> <li>✓ Council adopted “District of Lantzville Miscellaneous Fees and Charges Bylaw No. 26 - 2004, Amendment Bylaw No. 266, 2022” on March 23, 2022 to increase the Memorial Tree Installation, Water Rates, Garbage, Recycling and Food Waste Collection fees and commence with a new fee for excessive nuisance abatement.</li> <li>✓ Council adopted “District of Lantzville Freedom of Information and Protection of Privacy Bylaw No. 109, 2014, Amendment Bylaw No. 304, 2022” on March 23, 2022 to bring the District’s bylaw inline with section 75 (1) of the <i>Freedom of Information and Privacy Act</i> to implement the \$10 application fee and update staff roles.</li> </ul>
<p><b>6.2 Facilitate provision of subsidized seniors’ housing</b></p> <ul style="list-style-type: none"> <li>▪ <b>Council to facilitate land acquisition, determine potential sites for consideration and provide appropriate zoning to encourage outside agencies to develop seniors’ housing</b></li> </ul> <p><b>Director of Planning and Community Services</b></p>	<p><b>Developer dependent</b></p>
<p><b>6.3 Support community greenhouses</b></p> <ul style="list-style-type: none"> <li>▪ <b>Council to determine potential sites for consideration and encourage outside agencies to develop and manage</b></li> </ul> <p><b>Director of Planning and Community Services</b></p>	<p><b>2023 Priority</b></p> <ul style="list-style-type: none"> <li>▪ <b>Requires Council direction in 2023</b></li> </ul>



**7. CORPORATE MAINTENANCE/GOVERNANCE, INTERNAL & EXTERNAL RELATIONSHIPS**

Action	✓ 2022 Quarter 1 (Q1) Update
<p>7.1 Plan adequate funding for staff levels to deliver District services and meet statutory requirements</p> <p><b>Chief Administrative Officer Department Heads</b></p>	<p><b>As per Five Year Financial Plan Process</b></p>
<p>7.2 Continue to develop relationships and shared opportunities with Snaw-naw-as (Nanoose) First Nation</p> <p><b>Council and Department Heads</b></p>	<p><i>(2021 Q4 Update) Correspondence received October 6, 2021 from Rebecca Bishop, Program Officer, UBCM advising the District’s application for funding under the Regional Community to Community Forum Program was selected. However, due to COVID funded meetings not held and application expense report needs to be updated.</i></p> <p><i>Staff continue to work with Snaw-naw-as First Nation representatives. Need to schedule a Joint Councils meeting (post Snaw-naw-as First Nation Council election).</i></p> <p><b>2022 Q1 Update</b></p> <p>✓ Joint Councils meeting not scheduled to date; agenda item for next Snaw-naw-as First Nation and District of Lantzville Joint Working Group meeting</p>



**8. COMMUNITY SAFETY**

Action	✓ 2022 Quarter 1 (Q1) Update
<p>8.1 Explore the establishment of a Policing Reserve Fund</p>	<p><b>As per Five Year Financial Plan Process</b></p> <ul style="list-style-type: none"> <li>▪ <b>Requires Council direction</b></li> </ul>



**8. COMMUNITY SAFETY**

<b>Action</b>	<b>✓ 2022 Quarter 1 (Q1) Update</b>
<b>Chief Administrative Officer Director of Financial Services</b>	

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