AGENDA

1. CALL TO ORDER
   Trudy Coates, Director of Corporate Administration

2. NATIONAL ANTHEM
   O Canada - Led by Miss Sophia Swain

3. ADMINISTRATION OF OATHS OF OFFICE
   by Mr. Justice Baird, Supreme Court of BC
   a) Mayor
      Mark SWAIN
   b) Councillors
      Will GESELBRACHT
      Karen PROCTOR
      Ian SAVAGE
      Jamie WILSON

4. ADOPTION OF THE AGENDA
   THAT the November 5, 2018 Inaugural Council meeting agenda be adopted, as presented.

5. REPORTS
   a) Mayor & Councillors – Verbal Updates

6. NEW BUSINESS
   a) Appointments & Designations
      i) Regional District of Nanaimo Board
         THAT pursuant to the Local Government Act, Council appoints [insert one Council member name] as the District of Lantzville municipal director on the Regional District of Nanaimo Board.
         THAT pursuant to the Local Government Act, Council appoints [insert one Council member name] as the District of Lantzville alternate municipal director on the Regional District of Nanaimo Board.
      ii) Vancouver Island Regional Library Board of Trustees
         THAT pursuant to the Library Act, Council appoints [insert one Council member name] as the District of Lantzville representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2019.
         THAT pursuant to the Library Act, Council appoints [insert one Council member name] as the District of Lantzville alternate representative to serve on the Vancouver Island Regional Library Board of Trustees for a term ending December 31, 2019.
iii) Designation of Member to Act in Place of Mayor

THAT pursuant to the Community Charter, section 130 and “District of Lantzville Council Procedure Bylaw No. 118, 2016”, Council designates the following Councillors as the member responsible as Acting Mayor during the following three-month periods:

- **Councillor Will Geselbracht**
  - November 2018 to January 2019
  - November 2019 to January 2020
  - November 2020 to January 2021
  - November 2021 to January 2022
  - November 2022

- **Councillor Karen Proctor**
  - February 2019 to April 2019
  - February 2020 to April 2020
  - February 2021 to April 2021
  - February 2022 to April 2022

- **Councillor Ian Savage**
  - May 2019 to July 2019
  - May 2020 to July 2020
  - May 2021 to July 2021
  - May 2022 to July 2022

- **Councillor Jamie Wilson**
  - August 2019 to October 2019
  - August 2020 to October 2020
  - August 2021 to October 2021
  - August 2022 to October 2022

AND FURTHER THAT in the event that the Mayor and Acting Mayor are either absent or unable to act, the Councillor appointed as Acting Mayor for the next period will be the Acting Mayor.

7. ADJOURNMENT

THAT the Inaugural Council meeting be adjourned.

*Reception to Follow*

NEXT REGULAR COUNCIL MEETING: Monday, November 26, 2018 @ 7:00 pm
October 30, 2018

Mayor Mark Swain
District of Lantzville
PO Box 100
Lantzville, BC V9R 2H0

Dear Mayor Swain,

Re: Appointment to the 2019 Vancouver Island Regional Library Board

As the new year approaches, it is time to consider your representation on the Board of Trustees of Vancouver Island Regional Library (VIRL) – the fifth largest library system in British Columbia serving more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. VIRL enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

As per the British Columbia Library Act: “Each municipality and/or regional district that is party to the regional library district must, by resolution, appoint a representative and an alternate representative each December at the first meeting of the municipal council or regional district board. A member of the library board holds office for a term of one year: January 1 - December 31, or for the remainder of the year for which the appointment is made. A member is eligible for reappointment, but no member may serve for more than eight consecutive years. Reappointment of sitting members is encouraged in the interest of continuity…”

The Library Act also stipulates that “…members of a library board are not entitled to be paid by the library board for their services but may be reimbursed by it for reasonable travelling and out of pocket expenses, including child care expenses, necessarily incurred by them in performing their duties under this Act. (2) A library board may not reimburse a member for any expenses if another body reimburses the member for the expenses or pays the expenses.”

Annual documentation required by December 15 for both your appointed VIRL Trustee and Alternate are:

1. By provincial legislation a copy of the certified resolution.
2. A Statement of Financial Disclosure (a copy of that on file with the municipality/district is acceptable).
3. A VIRL 2019 contact information form.
4. EFT form (if travel expenses are to be reimbursed via electronic file transfer).
5. Nomination form: Chair, Vice Chair & Executive Members (if applicable).
Please complete and return the enclosed forms and a copy of the certified resolution by December 15, 2018 to the attention of Mariah Patterson, Executive Assistant, by mail or email: mpatterson@virl.bc.ca.

If you require additional information, please contact Ms. Patterson by phone: 250-729-2310 or email. Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director

CC: Ronald Campbell, CAO, District of Lantzville
AUTHOR: Trudy Coates, Chief Election Officer

SUBJECT: Election Results – 2018 General Local Election

RECOMMENDATION – For Information

PURPOSE
To provide Council with a report of the 2018 General Local Election.

BACKGROUND
Section 158 of the Local Government Act requires the Chief Election Officer, to submit to the local government a report of the election results (including a compilation of the information on the ballot accounts for the election) within 30 days after the declaration of official election results.

On [DATE], Council appointed Trudy Coates as the Chief Election Officer (CEO), and Joan Harrison as the Deputy CEO (DCEO), for the 2018 General Local Election.

The District of Lantzville 2018 General Local Election was held on Saturday, October 20, 2018 to elect one Mayor and four Councillors. Advance Voting was held on October 10 and 17, 2018 and there was also an opportunity to Vote by Mail for those electors who could not attend voting on October 10, 17 or 20, 2018.

DISCUSSION
Official election results were declared on October 23, 2018, confirming the election of the following candidates as Mayor and Councillors for the 2018 – 2022 term of Council for the District of Lantzville:

MAYOR        Mark SWAIN
COUNCILLORS  Will Wyn GESELBRACHT Karen PROCTOR Ian Cameron SAVAGE Jamie WILSON

The term of the Council-elect begins with their oath of office at the November 5, 2018 Inaugural meeting at which this report will be received.

Attached is a compilation of information on the ballot account reports and voter turnout for the 2018 General Local Election. Full election costs will be finalized after the remaining work is completed, e.g. statutory notice published in the BC Gazette after new Council members take office, destruction of records, invoices received for all election expenses, and reimbursement of expenses from School District #68 for items cost-shared are received. Other information that staff would like to highlight about the 2018 voting includes:

- In this, the first election for a 5-member Council in the District of Lantzville, more electors voted than in the past by-election and the past two General Local Elections with a total of 1,437 electors of the 3,038 eligible electors voting. The number of electors who voted was higher than in the 2015 By-election (1,089) and the last two General Local Elections (1,417 in 2014 and 1,273 in 2011). In 2005, a record 1,493 electors voted.
- There was a good turnout for Advance Voting, with 389 voters choosing this option; an increase over the 293 who voted in the 2015 By-election, the 246 in 2011, and the 294 in 2014. This reflects a growing number of voters realizing that Advance Voting is open to all voters and the ballots are counted when General Voting closes.
• In 2011 (the first election with the option to Vote by Mail), 15 electors voted by mail; 29 electors in 2014; 23 electors in 2015 (although only 21 were returned); and 19 electors in 2018 with all ballots before the Saturday, October 20, 2018, 8:00 pm deadline. Mail ballot voting requires considerable staff time to implement, process and track; however, electors participating were very appreciative of the opportunity to vote which would have been lost to them if this option was not available. Although the system is known as vote by mail, the majority of participants received their packages by pick-up and submitted by drop-off. We did receive some ballots by mail, with two from as far away as Nova Scotia.

• The Provincial Voters List was again used as the base for our List of Registered Electors, and the fact that it was current resulted in a relatively low number of new registrations at the time of voting. Only 73 new Resident Electors were registered at the time of voting, plus 8 new Non-resident Property Electors, for a total of 81 new registrations, compared to a total of 53 new registrations in 2015, 76 new registrations in 2014 and 102 new registrations in 2011.

• Our 47.3% voter turnout was lower than in the 2014 (49.4%) election but higher than the 2015 by-election (37%), 2011 General Local Election (44%), 2008 (22%) when there was also only a Councillor race (due to Mayor’s office acclamation). Our 2018 47.3% turnout was higher than General Local Election provincial averages (35.6% in 2018, 34.5% in 2014 and 29% in 2011); and exceeded the turnout experienced in some other neighbouring communities in the 2018 General Local Election, e.g. Nanaimo 40.8%, Parksville 43.3%.

• The automated vote counting system again resulted in high voter and staff satisfaction, with relatively problem-free operation, ease of use, and quick tallying of results. Vote by Mail ballots were put through the General Voting Day (GVD) voting machine after the Voting Place closed at 8:00 pm, and results tapes from GVD and Advance Voting were printed and posted in the Voting Place by 8:30 pm, and entered into the CivicInfo election website. After packing up the Voting Place, the Preliminary Results were posted on the District’s website and bulletin board, around 10:00 pm on General Voting Day.

• The set-up and flow through the voting place on General Voting Day worked well. Peak voter turnout times were between 8 am - 10 am (188 voters and between 12 noon (256 voters) and the lowest turnout time was between 6 pm and 8 pm when only 104 attended.

• Evaluations submitted by election officials were positive. No electors submitted an evaluation; however, comments on the voting process were positive. ‘Future voters’ (who attended with their parents) especially liked the sticker they received!

We were fortunate to have a very experienced contract DCEO to assist, and a great team of election officials, many of whom have served as election officials in the past. Everyone did a great job! This report is provided for the information of Council.

Trudy Coates, Chief Election Officer

Reviewed By:

| CAO | Dir. of Financial Services | Dir. of Public Works | Dir. of Planning |
### District of Lantzville 2018 General Local Election

#### COMPILATION OF INFORMATION ON BALLOT ACCOUNTS

<table>
<thead>
<tr>
<th>Description</th>
<th>Mayor</th>
<th>Councillor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of ballots received for use</td>
<td>2800</td>
<td>2800</td>
</tr>
<tr>
<td>Ballots without objection</td>
<td>1437</td>
<td>1437</td>
</tr>
<tr>
<td>Ballots accepted subject to objection under s.140</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ballots rejected without objection (includes blanks)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ballots rejected subject to objection under s.140</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Spoiled ballots that were replaced under s.128</td>
<td>22</td>
<td>22</td>
</tr>
<tr>
<td>Number of ballots given to the electors (2+3+4+5+6)</td>
<td>1459</td>
<td>1459</td>
</tr>
<tr>
<td>Unused ballots</td>
<td>1341</td>
<td>1341</td>
</tr>
<tr>
<td>Number of ballots not accounted for</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL (7+8+9)</strong> ** No. 1 &amp; No. 10 must agree.</td>
<td>2800</td>
<td>2800</td>
</tr>
</tbody>
</table>

#### ELECTED

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Elected</th>
<th>General Voting Day (includes Mail Ballots)</th>
<th>TOTAL VOTES</th>
<th>CHosen by % of Voters</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAYOR CANDIDATES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SWAIN, Mark</td>
<td>205</td>
<td>628</td>
<td>833</td>
<td>58.0%</td>
</tr>
<tr>
<td>COLCLOUGH, Bob</td>
<td>165</td>
<td>366</td>
<td>531</td>
<td>37.0%</td>
</tr>
<tr>
<td>POTTIE, Stanley</td>
<td>18</td>
<td>43</td>
<td>61</td>
<td>4.2%</td>
</tr>
<tr>
<td>COUNCILLOR CANDIDATES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WILSON, Jamie</td>
<td>214</td>
<td>645</td>
<td>859</td>
<td>59.8%</td>
</tr>
<tr>
<td>PROCTOR, Karen</td>
<td>205</td>
<td>525</td>
<td>730</td>
<td>50.8%</td>
</tr>
<tr>
<td>SAVAGE, Ian Cameron</td>
<td>146</td>
<td>499</td>
<td>645</td>
<td>44.9%</td>
</tr>
<tr>
<td>GESELBRACHT, Will Wyn</td>
<td>192</td>
<td>423</td>
<td>615</td>
<td>42.8%</td>
</tr>
<tr>
<td>DUNN, John</td>
<td>159</td>
<td>421</td>
<td>580</td>
<td>40.4%</td>
</tr>
<tr>
<td>MOODY, Joan</td>
<td>146</td>
<td>374</td>
<td>520</td>
<td>36.2%</td>
</tr>
<tr>
<td>PARKHURST, Douglas</td>
<td>136</td>
<td>377</td>
<td>513</td>
<td>35.7%</td>
</tr>
<tr>
<td>NEARY, Dot</td>
<td>160</td>
<td>336</td>
<td>496</td>
<td>34.5%</td>
</tr>
<tr>
<td>NEIS, Scott</td>
<td>23</td>
<td>70</td>
<td>93</td>
<td>6.5%</td>
</tr>
<tr>
<td>WILLIAMS, Calvin</td>
<td>26</td>
<td>49</td>
<td>75</td>
<td>5.2%</td>
</tr>
</tbody>
</table>

#### Registered Electors

- 2,957
- Plus New Registrations 81
- Total Eligible Electors 3,038

**VOTER TURNOUT:**

- # of Voters 1,437
- /Total Eligible Voters 3,038
- Voter Turnout 47.3%
REPORT TO COUNCIL

AUTHOR: Trudy Coates, Director of Corporate Administration

SUBJECT: 2019 Council Meeting Schedule

RECOMMENDATION

THAT the 2019 Council Meeting Schedule for the 2019 regular Council and Committee of the Whole meetings be approved as attached to the November 5, 2018 staff report; AND FURTHER THAT staff be authorized to publish notice of availability of the schedule.

ALTERNATIVES

1. Propose alternate meeting dates, and approve the amended schedule.
2. Postpone consideration to another meeting.

ATTACHMENT(S)


PURPOSE

To establish Council’s meeting schedule for the 2019 calendar year.

BACKGROUND

Section 125 of the Community Charter (CC) requires that a Council must meet regularly in accordance with their procedure bylaw.

Section 127 of the CC requires that a schedule of the date, time and place of all regular Council meetings to be held during the year, be prepared and made available to the public. The CC also requires publishing a statutory notice (newspaper) at least once per year of the availability of the schedule. We also publish notice of availability of the schedule on the District’s bulletin board and website.

Council Procedure Bylaw No. 118, 2016, provides that:

- the first Council meeting after an election must be held on the first Monday in November (starting in 2018, when the election is scheduled to be held on Saturday, October 20, 2017)
- meetings must be held in the District Office unless Council passes a motion to hold a meeting elsewhere
- Council must establish annually, and make available to the public, a schedule of dates, times and places of regular Council meetings,
  - with meetings to be held on two Mondays of each month (except in December when one meeting will be held and no regular meetings in August), except as otherwise provided
  - and in the case of the Monday being a statutory holiday, a meeting may not be held that week unless another meeting day is chosen
- when revisions are necessary to the annual schedule of regular Council meetings, the Corporate Officer must, as soon as possible, post a notice on the bulletin board of any revisions to the date, time and place or cancellation of a regular meeting. The amended schedule is also posted on the District’s website.
The Procedure Bylaw also refers to Council holding Committee of the Whole (COTW) meetings and posting notice at least 24 hours before a COTW. The practice in Lantzville has been to issue the Council meeting schedule showing tentative COTW meeting dates (to be held only if required) and also showing any known scheduled COTW meetings, e.g. for the Financial Plan process (the 2019 draft schedules notes also to be held only if required). COTW meetings and Special Council meetings are also held at other times and have been scheduled ad hoc. New Council orientation workshops are scheduled separately, depending on topic (e.g. if educational only) may not require posting as a meeting.

**DISCUSSION**

The attached 2019 Council Meeting Schedule:

- follows the two meetings per month, no meetings in August, and one meeting in December schedule from the Procedure Bylaw
- notes the tentative schedule for the Strategic Planning Committee of the Whole meeting in January 2019 (date to be determined at the November 5, 2018 Council meeting)
- provides a tentative schedule for Committee of the Whole meetings for consideration of the Financial Plan in October and November 2019
- does not conflict with other scheduled events that Council may consider attending, e.g. Association of Vancouver Island and Coastal Communities Conference (April 12-14, 2019 in Powell River), Federation of Canadian Municipalities Conference (May 30-June 2, 2018 in Quebec City) or Union of BC Municipalities Convention (September 23-27, 2018 in Vancouver).

Regardless of the schedule approved by Council at this time, it is always within Council’s authority to, at a later date, propose additional meeting dates (Special or Committee of the Whole meetings) or to cancel meetings. For this reason, Council members are requested to keep all Monday evenings available, in case there are additional meetings scheduled.

**FINANCIAL IMPLICATIONS**

If Council approves the 2019 schedule, staff must publish the availability of the schedule twice in the newspaper; the cost of advertising is funded within the current operating budget.

**COMMUNICATION STRATEGY**

In addition to the statutory notice in a newspaper, the availability of the schedule will also be posted on the District’s bulletin board and website. The meeting calendar on the District’s website will also be updated.

**STRATEGIC PLAN ALIGNMENT**

Establishing and communicating the 2019 Council meeting schedule is consistent with the Communication, Engagement and Transparency corporate priority contained in the 2016-2018 Strategic Priorities Chart and with the District’s Public Participation Policy.

**SUMMARY**

Establishing an annual schedule of Council meetings, and publishing the schedule, is a statutory requirement. It would be timely for planning purposes and public information to approve the 2019 schedule at this time. Staff recommend approval of the attached schedule. If approved, the attached schedule will be advertised and posted.

Trudy Coates, Director of Corporate Administration

Reviewed by:

<table>
<thead>
<tr>
<th>CAO</th>
<th>Dir. of FS</th>
<th>Dir. of PW</th>
<th>Dir of Planning</th>
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</table>

Trudy Coates, Director of Corporate Administration
# District of Lantzville
## 2019 Council Meeting Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Subject</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>14</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td>9:00 am Committee of the Whole (COTW), if required</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>4</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>4</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>1</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>6</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>27</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>10</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>24</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>8</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>22</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td></td>
<td>SUMMER RECESS</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>9</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>30</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>7</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>21</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>6:00 pm COTW (Financial Plan), if required</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>4</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>6:00 pm COTW (Financial Plan), if required</td>
<td></td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>6:00 pm COTW (Financial Plan), if required</td>
<td></td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>9</td>
<td>7:00 pm Regular Meeting</td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** Meetings are held in the Council Chamber, Municipal Hall, 2nd Floor, 7192 Lantzville Road, unless indicated otherwise.

Schedule is subject to change – View the calendar at [www.lantzville.ca](http://www.lantzville.ca), or contact the Municipal Hall to confirm.

By the Friday before each Monday Council meeting, a copy of the agenda cover is posted on the Public Notice Board outside of the Municipal Hall at 7192 Lantzville Road and the complete agenda package is posted at [www.lantzville.ca](http://www.lantzville.ca) (access by selecting the meeting date on the calendar) and is also available for viewing in a binder at the Municipal Hall front counter. Questions regarding Council or committee meetings? Contact the Director of Corporate Administration at tcoates@lantzville.ca or 250.933.8082.
District of Lantzville

REPORT/RECOMMENDATION TO COUNCIL

REPORT DATE: November 5, 2018

FILE NUMBER: 1855-03-CIRNW

FILE LOCATION: 2018 11 05 Request Approval for Grant Application.docx

SUBMITTED BY: Jamie Slater, Director of Financial Services

SUBJECT: Investing in Canada Infrastructure Program – Rural and Northern Communities Program – Grant Application for Water System Expansion

PURPOSE

To obtain Council approval to apply for funding under the Investing in Canada Infrastructure Program – Rural and Northern Communities Program for a water system expansion in the Clark Drive Area.

RECOMMENDATION

That Staff submit an application for grant funding for the Clark Drive Area Water System Expansion Project through the Investing in Canada Infrastructure Program – Rural and Northern Communities Program, and that Council supports the project and acknowledges that the District of Lantzville would be responsible for any project cost overruns if the project cost exceeds the potential grant funding of $5,015,320.

ALTERNATIVES AND IMPLICATIONS

1. That Council chooses not to apply for funding under the Investing in Canada Infrastructure Program – Rural and Northern Communities Program at this time, which would result in no grant funding being approved.

BACKGROUND/RELEVANT HISTORY

The Federal and Provincial Governments are investing up to $95 million in the initial intake of the Investing in Canada Infrastructure Program – Rural and Northern Communities Program, which is a program to support infrastructure projects in communities across the province that have populations of 25,000 or less. The program guide outlines that local governments with a population of less than 5,000 could be eligible for up to 100% project funding (contributions of up to 60% from the Federal government and up to 40% from the Provincial Government).

Municipalities may only submit one application per intake, and the deadline for application is January 23, 2019.
DISCUSSION

The Water Master Planning process was completed in November 2017. One of the main objectives outlined in the plan is to provide access to safe drinking water for residents. Existing and future residents in Lantzville should have the opportunity to connect to a clean, safe water source, reducing concerns about wells with inadequate quality or quantity.

The plan outlines various areas within the District of Lantzville that are currently unserviced and warrant consideration for water service extension. The Water Master Plan identifies that the Clark Drive area has been recognized as the largest unserviced area that has the highest concern around drinking water quality. Results of a public survey indicate that over 70% of survey participants support water extension to this area.

FINANCIAL/BUDGET IMPLICATIONS

Preliminary Class D cost estimates outline that servicing 160 lots in the Clark Drive Area would cost approximately $5,015,320. If the grant is approved with a 100% funding level, the entire cost of the project would be covered using grant funds. The District of Lantzville would be responsible for any project cost overruns.

SUMMARY

The District of Lantzville has an excellent opportunity to apply for grant funding and receive community infrastructure monies to continue with the implementation of the District’s water system. If Council gives approval to submit a grant application, staff will be in a position to submit the application to the appropriate levels of government by the deadline date of January 23, 2019.

Respectfully submitted,

Jamie Slater, CPA, CA
Director of Financial Services

Reviewed By:

<table>
<thead>
<tr>
<th>Chief Administrative Officer</th>
<th>Director of Financial Services</th>
<th>Director of Public Works</th>
<th>Director of Corporate Administration</th>
</tr>
</thead>
</table>