

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, January 24, 2024, at 6:00 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC

PRESENT:

Council: Mayor Mark Swain
Councillor Joan Jones
Councillor Jonathan Lerner
Councillor Rachelle Mundell
Councillor Ian Savage

Staff: Trudy Coates, Director of Corporate Administration
Delcy Wells, Deputy Director of Corporate Administration
George Robinson, Director of Planning and Community Services
Glenn Morphy, Director of Public Works
Rose Liu, Director of Financial Services

CALL TO ORDER

The Mayor called the meeting to order at 6:04 pm, and acknowledged that the meeting was being held on the traditional territory of the Snaw-naw-as, the Nanoose First Nation.

ADOPTION OF THE AGENDA

MOVED and SECONDED, THAT the corrected January 24, 2024, regular Council meeting agenda be adopted, as presented, with additional information circulated for Item 7: Public Input Period.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED and SECONDED, THAT the regular Council meeting be closed to the public, pursuant to sections 90(1) (a), (c), (d), (e), (i), (k), and 90(2) (b) of the *Community Charter*, for the purpose of considering:

- personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- labour relations or other employee relations;
- the security of the property of the municipality;
- 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;
- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

MEETING CLOSED TO THE PUBLIC: 6:06 pm

MEETING REOPENED: 6:55 pm with Mayor Swain and Councillors Jones, Lerner, Mundell, and Savage. Also, Director Coates, Deputy Director Wells, Director Robinson, Director Liu and Acting CAO/Director Morphy.

Mayor Swain recessed the meeting for 10 minutes.

MEETING RECESSED: 6:55 pm

MEETING RESUMED: 7:08 pm with Mayor Swain and Councillors Jones, Lerner, Mundell, and Savage. Also, Director Coates, Deputy Director Wells, Director Robinson, Director Liu and Acting CAO/Director Morphy.

The Mayor called the meeting to order, noting the previous acknowledgement of the traditional territory, and agenda amendment for additional information for Item 7: Public Input Period.

PUBLIC AND STATUTORY HEARINGS - Nil

GENERAL MATTERS (Delegations/recognitions) - Nil

START OF CONSENT AGENDA -- Nil

PUBLIC INPUT PERIOD

One written comment was received; no members of the public registered via Zoom; and one member in the gallery provided public input on the Council agenda.

LEGISLATIVE MATTERS (Bylaws, development variance permits, agreements, contracts, grants, budgets)

1. Emergency and Disaster Management Act Implementation –Indigenous Engagement Requirements Funding Program

C24-014 MOVED AND SECONDED, THAT Council accepts the January 12, 2024, Ministry of Emergency Management and Climate Readiness letter of offer and Contribution Agreement No. EMCR24374 to support implementation of the *Emergency and Disaster Management Act* through the Indigenous Engagement Requirements Funding Program; AND FURTHER THAT Council authorizes staff to complete and sign the Contribution Agreement No. EMCR24374, as attached to the agenda dated January 24, 2024, subject to working with the District’s Emergency Services contractor, the Regional District of Nanaimo Emergency Planning to complete Schedule ‘B’ and to work together for the provision of the funds to the RDN for grant management by the Emergency Services Team; AND FURTHER THAT the 2024 Financial Plan be amended to reflect the \$40,000 grant and expenditure.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

1. Bylaw No. 360

C24-015 MOTION ON THE FLOOR (Postponed January 10, 2024) AS AMENDED THAT Council approves the Capital Projects on Attachment 1 as well as the Operating Costs in Attachment 2 of the report in the January 24, 2024 agenda, as part of the 2024-2028 Financial Plan, and as amended:

- for GL-06-558-527, such that the Jacks Road End project of \$25,000 be funded from gas tax and not the One-time Project Reserve
- by striking “\$525,000” and inserting “\$201,000” for GL-06-5-55-527

- by adding in GL 01-5-10-989 that the amount of funds needed to achieve a \$680,000 contribution to the Road Reserve Fund be funded from the Covid Restart Grant by striking “\$518,273” and inserting “\$680,000”
- by adding GL 01-5-10-900 contribution to reserve in the amount of \$35,864 to be transferred to GL 01-5-10-989
- by reducing GL 01-5-55-526 Ditching/Brushcutting from \$48,000 to \$40,000
- by placing the \$8,000 savings from GL 01-5-55-526 in GL 01-5-10-989 (Road Reserve Fund)
- by increasing the One-time Project Reserve by \$7,400; AND FURTHER THAT the tax levy be increased by \$7,400.

CARRIED UNANIMOUSLY

2. **Complaint Resolution Policy (Respectful Workplace)**
C24-016 MOVED AND SECONDED, THAT Policy No. 5005-3 not be approved as attached to the January 24, 2024, agenda, but instead Policy No. 5005-3 be amended with Section 10 edited as distributed at the January 24, 2024 meeting, and brought to the February 7, 2024, regular Council meeting for adoption; AND FURTHER THAT Policy No. 5005-2 and Policy 5005-3 be brought forward for Council’s review at the April 10, 2024, regular Council meeting, at which time Council may, at its sole discretion, choose to engage a consultant of its choosing, either through an RFP process or a sole-source selection, to facilitate the editing of these policies in a session with Council.

CARRIED UNANIMOUSLY

COMMITTEE/COMMISSION RECOMMENDATIONS - Nil

NEW BUSINESS

1. **Mayor & Councillors – Verbal Updates**
 - Councillor Lerner commented on the District of Lantzville budget process, and continuing on the Vancouver Island Regional Library Executive.

Mayor Swain called for a five-minute recess.

MEETING RECESSED: 8:52 pm

MEETING RECESSED: 8:57 pm with Mayor Swain and Councillors Jones, Lerner, Mundell, and Savage. Also, Director Coates, Deputy Director Wells, Director Robinson, Director Liu and Acting CAO/Director Morphy.

2. **Housing Legislation Update (referred from January 10, 2024)**
MOVED AND SECONDED, THAT Council directs Staff to prepare a request to the Province to opt-in to the principal residence requirement Bill 35 – *Short Term Rental Accommodation Act*, 2023, and bring a report to a future meeting of Council.

DEFEATED

At 9:27 pm, Mayor Swain called for unanimous consent to continue the meeting past 9:30 pm; consent was not granted.

- C24-017 MOVED AND SECONDED, THAT Council amends the Financial Plan 2024 to allocate up to \$75,000 from the Ministry of Housing Capacity Funding grant towards creating an Amenity Cost Charge Bylaw.
CARRIED UNANIMOUSLY

3. **Financial Plan 2024-2028 Amendment**

MOVED AND SECONDED, THAT Council instructs staff to replace the text for GL code #06-5-55-527 under "Project Description" be replaced with the following: "A gravel path approximately 1.5 m in width as the terrain allows, with a gravel surface, located on the south side of Lantzville Road from Leland Road to Huddleston Road AND with a minimum 1.5 m of space, located to the right of the white line on Lantzville Road, preserved so that it remains available to cyclists; AND FURTHER THAT this be funded from the Climate Action Program Grant with money remaining allocated to future paths of this description.

ADJOURNMENT

At 9:30 pm the meeting was lost, and adjourned due to lack of consent to continue the meeting past 9:30 pm.

MEETING ADJOURNED: 9:30 pm

Certified Correct:

ORIGINAL SIGNED

Trudy Coates, Director of Corporate Administration

Confirmed this 21st day of February, 2024.

ORIGINAL SIGNED

Mark Swain, Mayor