

District of Lantzville

Agenda for the Regular Meeting of Council of the District of Lantzville to be held on Wednesday, May 8, 2024, at 6:00 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC

Council members may attend this meeting in person, or electronically (except for the Mayor) for a hybrid meeting (per the *Community Charter* and the Council Procedure Bylaw). For in person and hybrid meetings, the Council Chamber will be open for the public to attend. Due to limited seating, the public is encouraged to view the open portion of the meeting starting at **7:00 pm** via the livestream, and to provide verbal public input on agenda items by registering in advance using the Zoom Webinar link provided for each Council meeting event at lantzville.ca, written comments by **noon** the day of the meeting and emailed to district@lantzville.ca, or in person. Prior to attending at Municipal Hall, please self-assess to ensure you are healthy and do not attend if you are ill. Members of the public must remain seated unless invited to address Council. Meetings recorded by the District of Lantzville may be viewed on demand at lantzville.ca.

Public input regarding personnel matters, legal action, nominated political candidates, applications for grants in aid or public hearing topics (EXCEPT DURING THE OFFICIAL PUBLIC HEARING**) will not be included or will be severed.**

Page No.

1. **CALL TO ORDER**
- 1-5 2. **ADOPTION OF THE AGENDA**
THAT the May 8, 2024, regular Council meeting agenda be adopted, as presented.
3. **MOTION TO CLOSE THE MEETING TO THE PUBLIC**
THAT the regular Council meeting be closed to the public, pursuant to sections 90(1) (a), (b), (f) and (i), of the *Community Charter*, for the purpose of considering:
 - (a) 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;**
 - (b) labour relations or other employee relations;**
 - (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;**
 - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;**

Following adoption of the above motion, the meeting will be closed to the public.

MEETING REOPENS TO THE PUBLIC

4. **RECONVENE – (7:00 pm)**
5. **PUBLIC AND STATUTORY HEARINGS – Nil**
6. **GENERAL MATTERS (Delegations/recognitions) - Nil**

START OF CONSENT AGENDA

7. CONSENT AGENDA

THAT the recommendations listed for item 7a) and 7b) in the Consent Agenda be approved.

- 6-12 a) THAT the April 24, 2024, 6:00 pm regular Council meeting minutes be approved, as presented.
- 13-14 b) THAT the April 30, 2024, 4:30 pm special Council meeting minutes be approved, as presented.

END OF CONSENT AGENDA

8. PUBLIC INPUT PERIOD *(Persons recognized by the Chair to speak must first state their name and address for the record, may speak once for up to 2 minutes (unless Council resolves otherwise), and are limited to providing comment regarding items listed on the Council agenda for this meeting (**EXCLUDING PUBLIC HEARING TOPICS**). Comments must be directed to the Chair, are not to be directed to individual Council members, staff or the audience and must not include personnel issues.*

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

- 15 a) **Bylaw No. 341**
THAT “District of Lantzville Building Bylaw No. 182, 2020, Amendment (Energy Step Code) Bylaw No. 341, 2024” be adopted.
- 16-19 b) **Bylaw No. 358**
THAT “District of Lantzville Tree Protection and Management Bylaw No. 358, 2023” be given second and third reading.
- 20-31 c) **THAT the Council of the District of Lantzville consents on behalf of the electors to the adoption of “Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024” AND FURTHER THAT the Regional District of Nanaimo be notified accordingly.**
- d) **THAT the Council of the District of Lantzville consents on behalf of the electors to the adoption of “Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024” AND FURTHER THAT the Regional District of Nanaimo be notified accordingly.**
- e) **THAT the Council of the District of Lantzville consents on behalf of the electors to the adoption of “Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024” AND FURTHER THAT the Regional District of Nanaimo be notified accordingly.**

10. UNFINISHED BUSINESS

- a) **Pierce Woods Marine Park [report to be provided]**

11. COMMITTEE/COMMISSION RECOMMENDATIONS – Nil

12. NEW BUSINESS (Reports and correspondence)

- a) **Mayor & Councillors – Verbal Updates**

32-54

- b) **2022 Annual Water Report**

THAT Council accepts the 2022 Annual Water Report for submission to the Province to comply with reporting requirements.

2023 Annual Water Report

THAT Council accepts the 2023 Annual Water Report for submission to the Province to comply with reporting requirements.

55-59

- c) **“The Winds” Water Service Update**

This report is to update Council on the next steps required to establish “District of Lantzville Water System Expansion “The Winds” Local Area Service Bylaw No. 336, 2003”. No motions are required at this time.

60

- d) **Zoning Bylaw No. 180 [Councillor Savage]**

THAT Zoning Bylaw 180 be amended and brought forward to Council with the following changes to 1.11 the Village Commercial Zone:

- **Section 5 The minimum structure height on the north side and south side of Lantzville Road is 1 storey;**
- **Section 5 The maximum structure height on the south side of Lantzville Road is 9m and 2 storeys, unless an additional bottom floor is entirely created by a slope in which case the first and second storeys must be commercial with the third storey comprised of commercial, residential, or both.**
 - **Section 6 The maximum parcel coverage is 60%;**
 - **Section 3 The maximum floor area ratio is 1.2:1;**
 - **Section 4 The minimum front setback is 4 m.**

61

- e) **Legion Plaza Plan [Councillor Savage]**

THAT Council approves the Draft Schedule A Legion Plaza Plan included in the May 8, 2024 agenda as a starting point for discussion, input, and a prelude to a refined plan including seating and other features in the interior of the plaza, for the May 22, 2024 Council meeting.

62-63

- f) **Draft Plan for Village Core Phase 2 Bike Parking**
[Councillor Jones]

THAT Council approves the draft plan included in the agenda for bike parking in the Village Core Phase 2.

- g) **Nixplay Digital Photo Frame** [Councillor Savage]

THAT Council directs staff to provide Councillor Savage the Nixplay Digital Photo Frame purchased by the District in 2023, in order to load historical photos, and have a member of public works install the photo frame, with Councillor Savage present, in the display case of the Village bus shelter in order to replace the stolen photo frame which Councillor Savage purchased.

Councillor's Report

The digital photo frame with historical pictures of Lantzville, which is powered by solar panels, is a popular feature of the bus shelter.

64

- h) **Parks and Trails Committee** [Councillor Jones]

THAT Council directs staff to amend the Parks & Trails Select Committee Terms of Reference by deleting in Sections 3.2 and 3.3 the words "Non-voting" and inserting "who will not attend meetings." AND at the end of Section 3.4 insert the sentence "Minutes shall be taken by the Chairperson or by another qualified member of the Committee.", AND FURTHER THAT Staff notify members of the Parks and Trails Select Committee that a meeting has been scheduled for Thursday June 20th, 2024 at 6 pm in the Municipal Hall.

65-66

- i) **Deployment of One Engine to Assist with the 2024 Wildfire Season**

THAT Council approves Lantzville Fire Rescue to place one Type 1 engine on the call out list for deployment for the 2024 wildfire season; AND FURTHER THAT Council approves \$5000.00 in funds from the fire department equipment reserve fund to assist with the purchase of items needed to deploy the fire apparatus; AND FURTHER THAT Council directs all surplus funds from the deployment of the engine to be directed to the Fire Department Equipment Reserve Fund and Truck Replacement Fund, to be split equally.

13. INTRODUCTION OF LATE ITEMS (In accordance with Council Procedure Bylaw No. 141, 2020, subsection 18(8) for regular agenda)

14. INTRODUCTION OF "NOTICE OF MOTION"

- 15. PUBLIC CLARIFICATION** *(Persons recognized by the Chair to speak must first state their name and address for the record and the agenda item regarding which they are seeking clarification (excluding public hearing topics), and may speak once for up to 2 minutes to ask clarification questions.) E.g., How did the vote go?, about technicalities – request interpretation of abbreviations or jargon, etc.*

16. ADJOURNMENT BY MAYOR

NEXT SCHEDULED COUNCIL MEETINGS:

Regular, Wednesday, May 22, 2024 @ 6:00 pm

Regular, Wednesday, June 12, 2024 @ 6:00 pm

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, April 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* [joined at 7:00 pm]
Councillor Ian Savage

Staff: Glenn Morphy, Acting CAO | Director of Public Works
Delcy Wells, Director of Corporate Administration
Rose Liu, Director of Finance
George Robinson, Director of Planning and Community Services [joined at 7:00 pm]
Neil Rukus, Fire Chief [joined at 7:00 pm]

*participated electronically

CALL TO ORDER

The Mayor called the meeting to order at 6:02 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 April 24, 2024, regular Council meeting agenda be adopted, as presented, noting the correspondence received regarding Item 9a.

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) and (k), of the *Community Charter*, for the purpose of considering:

- (a) 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;
- (c) labour relations or other employee relations;
- (d) the security of the property of the municipality;
- (e) 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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) 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: 6:03 pm

MEETING REOPENED: 7:05 pm with Mayor Swain and Councillors Jones, Lerner, Mundell*, and Savage in attendance. Also, Acting CAO/Director Morphy, Director Liu, Director Wells, Fire Chief Rukus and Director Robinson.

START OF CONSENT AGENDA

CONSENT AGENDA

C24-82 MOVED AND SECONDED, THAT the recommendations listed for items 7a) to 7d) in the Consent Agenda be approved.

CARRIED UNANIMOUSLY

- a) THAT the April 10, 2024, 6:00 pm regular Council meeting minutes be approved, as presented.

CARRIED BY CONSENT

- b) THAT "District of Lantzville Miscellaneous Fees and Charges Bylaw No. 26, 2004, Amendment (Sched E Cart Exchange) Bylaw No. 366, 2024" be adopted.

CARRIED BY CONSENT

- c) THAT "District of Lantzville 2024 Tax Rates Bylaw No. 367, 2024" be adopted.

CARRIED BY CONSENT

- d) THAT THAT "District of Lantzville 2024 Alternative Municipal Tax Collection Scheme Bylaw No. 368, 2024" be adopted.

CARRIED BY CONSENT

END OF CONSENT AGENDA

PUBLIC INPUT

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

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

Bylaw No. 358

C24-83 MOVED AND SECONDED, THAT "District of Lantzville Tree Protection and Management Bylaw No. 358, 2023" be given first reading.

CARRIED UNANIMOUSLY

C24-84 MOVED AND SECONDED, THAT second and third reading of "District of Lantzville Tree Protection and Management Bylaw No. 358, 2023" be postponed to the May 8, 2024, regular Council meeting.

CARRIED UNANIMOUSLY

Bylaw No. 341

C24-85 MOVED AND SECONDED, THAT "District of Lantzville Building Bylaw No. 182, 2020, Amendment (Energy Step Code) Bylaw No. 341, 2024" be given first reading.

CARRIED UNANIMOUSLY

C24-86 MOVED AND SECONDED, THAT "District of Lantzville Building Bylaw No. 182, 2020, Amendment (Energy Step Code) Bylaw No. 341, 2024" be given second and third reading.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

a) Beach Road Ends

C24-87

MOVED AND SECONDED THAT, Council approve the themed “Lantzville Coal Mine History” approach to the Jack’s Road End concept, as presented; AND FURTHER THAT Council approve the themed “Dedicated to Lantzville’s Military Veterans” approach to the Lavender Road End concept, as presented; AND FURTHER THAT staff are to provide cost estimates to carry out each concept with the majority of the project to be carried out with staff as an “in-house” project utilizing the newly re-introduced Maintenance Technician II, if approved.

DEFEATED

b) Land Use and Development Procedures and Fee Bylaw No. 37, 2005

C24-88

Staff recommended motion:

MOVED AND SECONDED, THAT Council directs staff to draft a Lantzville Public Consultation Policy amendment to the “Land Use and Development Procedures and Fee Bylaw No. 37, 2005” for Council to review at the July 17, 2024, Committee of the Whole meeting outlining procedures, to follow the 2nd reading of the bylaw for development applications that propose amendments to the Official Community Plan and/or Zoning Bylaw; AND FURTHER THAT this policy allow sufficient time between scheduled Information Sessions and the date of the Public Hearing for the applicant to consider public concerns and amend their application should they wish to do so.

CARRIED UNANIMOUSLY

MEETING RECESSED: The Mayor called for a recess at 7:55 pm due to a technical issue with the live streaming feed.

MEETING RECONVENED: 8:05 pm.

COMMITTEE/COMMISSION RECOMMENDATIONS

April 17, 2024, Committee of the Whole meeting recommendations

MOVED AND SECONDED, THAT motions 1-7 be carried with a single vote.

CARRIED UNANIMOUSLY

C24-89

1. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the “District of Lantzville Zoning Bylaw No. 180, 2020” to maintain current forms of housing for a future report to Council.

C24-90

2. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the “District of Lantzville Zoning Bylaw No. 180, 2020” to not alter the existing subdivisions regulations.

C24-91

3. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the “District of Lantzville Zoning Bylaw No. 180, 2020” to allow on all applicable properties solely a

secondary suite in the context of the choice of having a secondary suite, a carriage house, or both.

- C24-92 MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council directs Staff to obtain a legal opinion on whether we can allow different types of dwellings on different sizes of lots under the new legislation.
- C24-93 4. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the "District of Lantzville Zoning Bylaw No. 180, 2020" to not alter the existing floor area regulations.
- C24-94 5. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the "District of Lantzville Zoning Bylaw No. 180, 2020" to maintain the current policy on the number of bedrooms in the secondary suite and/or carriage house.
- C24-95 6. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare amendments to the "District of Lantzville Zoning Bylaw No. 180, 2020" to maintain the current parking requirements for a future report to Council.
- C24-96 7. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to prepare a bylaw to designate a Transit Oriented Area (TOA) to implement the requirements under Bill 47 – *Housing Statutes (Transit-Oriented Development) Amendment Act*, 2023, for a future report to Council.
- C24-97 8. MOVED and SECONDED, THAT the Committee of the Whole recommends THAT Council instructs Staff to WHEREAS due consideration to potential site standards is being given at the April 17, 2024 Committee of the Whole; THEREFORE BE IT RESOLVED THAT the Committee of the Whole recommends THAT Council instructs staff, when staff is preparing amendments to the "District of Lantzville Bylaw No. 180, 2020", to maintain existing Lantzville site standards, such as height, parcel coverage and setback requirements.
- CARRIED**

NEW BUSINESS (Reports and correspondence)

- a) **Mayor & Councillors** – Verbal Updates
Councillor Mundell thanked volunteers who contributed to a Swap and Shop event at Costin Hall; Councillor Savage congratulated the Fire Department for achieving the Superior Tanker Shuttle Service (STSS) accreditation and for the car wash event; Councillor Jones echoed the comments of Council; Councillor Lerner thanked staff for achieving objectives despite the challenges; Mayor Swain also recognized the Fire Department for the STSS accreditation and for the hard work of the volunteers putting in many hours.

- C24-98 b) **2024 Rebate Program for Reflective Addresses**
MOVED AND SECONDED, THAT Council direct staff to move forward with securing a company for the purpose of providing reflective address signs to the District to be supplied to the residents of Lantzville through a street address safety program as per the 2024 Rebate Program for Reflective Addresses staff report presented on April 24, 2024.
CARRIED UNANIMOUSLY

Fire Chief Rukus left the meeting at 8:25 pm.

- C24-99 c) **Active Transportation Infrastructure Grant Program**
MOVED AND SECONDED, THAT WHEREAS the Province of BC will be accepting grant applications for the B.C. Active Transportation Infrastructure Grant Program beginning September 3, 2024, THEREFORE BE IT RESOLVED THAT Council direct staff to review the guidelines for the B.C. Active Transportation Infrastructure Grant Program, and to submit a grant application for an active transportation infrastructure project before the grant application deadline.
CARRIED UNANIMOUSLY

- C24-100 d) **Deputy Approving Officer Appointment**
MOVED AND SECONDED, THAT Glenn Morphy, Acting CAO/Director of Public Works, be appointed as Deputy Approving Officer, pursuant to the *Land Title Act*.
CARRIED UNANIMOUSLY

- C24-101 e) **Pierce Woods Marine Park**
MOVED AND SECONDED, THAT a small area in the Pierce Woods Marine Park be set aside for the display of memorial plaques on posts honouring past residents of Lantzville, and that Council will determine the location in the park; AND FURTHER THAT the small amount of funding needed to install the first few posts be funded from the Marine Park budget, or secondarily from the One Time Project Operating Reserve Fund; AND FURTHER THAT Council authorizes staff to proceed with the installation of a gravel parking lot, with the authorized location at the Southeast corner of the property adjacent to Sabre Road to be funded from the Marine Park budget.
CARRIED UNANIMOUSLY

- C24-102 f) **Council Procedure Bylaw No. 141, 2020**
MOVED AND SECONDED, THAT the Council Procedure Bylaw No. 141, 2020, CONSOLIDATED to Bylaw No. 348, 2023, be presented to Council with the following amendments;
- Amend Section 19 by renumbering subsection (p) to (q) and inserting a new subsection (p) with the words "Motion to Close the Meeting to the Public, if required"
 - In Section 6 (2) (c) strike the word "unanimous" and replace with the words "2/3 affirmative vote of the members present";
 - In Section 38 (1) strike the word "unanimous" and insert the words "2/3 affirmative vote of the members present";
 - In Section 18 (5) strike the words "for review and approval" and at the end of section (5) add the words "All submitted agenda items must be included on the agenda, unless legislatively improper";

- In Section 18 (8) (b) strike the word “unanimous” and insert the words “2/3 affirmative vote of the members present”; AND strike the words “in which case a written report pertaining to the late item must be distributed to the members”.

INTRODUCTION OF LATE ITEMS - Nil

INTRODUCTION OF “NOTICE OF MOTION - Nil

PUBLIC CLARIFICATION

A resident of Harby Road East [name and address not stated] asked about Item 12b and what can be done to get this addressed recognized by mapping software; staff advised that the District of Lantzville has no control over the mapping software providers; addressing signs proposed are for first responders to locate addresses and visibility with paint was addressed.

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) and (k), of the *Community Charter*, for the purpose of considering:

- (a) 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;
- (f) labour relations or other employee relations;
- (g) the security of the property of the municipality;
- (h) 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;
- (ii) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) 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.

MEETING CLOSED TO THE PUBLIC: 9:05 pm

MEETING REOPENED: 9:41 pm with Mayor Swain and Councillors Jones, Lerner, Mundell* and Savage in attendance. Also, Acting CAO/Director Morphy and Director Coates.

ADJOURNMENT

MOVED and SECONDED, THAT the April 24, 2024, regular Council meeting be adjourned.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 9:42 pm

[Note: During the Closed portion of the meeting, Council provided unanimous consent to extend the meeting to continue past 9:30 pm.]

Certified Correct:

Delcy Wells, Director of Corporate Administration

Confirmed this day of , 2024.

Mark Swain, Mayor

Minutes of the Special Meeting of Council of the District of Lantzville held on Tuesday, April 30, 2024, at 4:30 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC

PRESENT:

Council: Mayor Mark Swain *[departed at 7:44 pm]*
Councillor Joan Jones
Councillor Jonathan Lerner
Councillor Ian Savage *[arrived 4:35 pm]*
Councillor Rachelle Mundell

Staff: Glenn Morphy, Acting CAO/Director of Public Works
Delcy Wells, Director of Corporate Administration

CALL TO ORDER

The Mayor called the meeting to order at 4:30 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 Council adopts the April 30, 2024, special Council meeting agenda, as presented.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED AND SECONDED, THAT the special Council meeting be closed to the public, pursuant to section 90(1)(a), (c) and (k) of the *Community Charter*, for the purpose of considering:

- (a) 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;
- (c) labour relations or other employee relations;
- (k) 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: 4:37 pm

Mayor Swain left the meeting at 7:44 pm. Councillor Jones chaired the remainder of the meeting.

MEETING REOPENED: 8:21 pm, with Councillors Jones, Lerner, Mundell and Savage in attendance. Also in attendance: Glenn Morphy, Acting CAO/Director of Public Works and Delcy Wells, Director of Corporate Administration.

ADJOURNMENT

Acting Mayor Jones declared the meeting adjourned at 8:22 pm.

Certified Correct:

Delcy Wells, Director of Corporate Administration

Confirmed this day of , 2024.

Mark Swain, Mayor

**DISTRICT OF LANTZVILLE
BYLAW NO. 341, 2024**

A BYLAW TO AMEND DISTRICT OF LANTZVILLE BUILDING BYLAW NO. 182, 2020

The Municipal Council of the District of Lantzville in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as “District of Lantzville Building Bylaw No. 182, 2020, Amendment (Energy Step Code) Bylaw No. 341, 2024”.
2. District of Lantzville Building Bylaw No. 182, 2020 is hereby amended as follows:

In Section 9 by inserting the following Clause after Clause 9.2 and renumbering accordingly:

- 9.3 The Municipality incorporates, by reference, Step 3 of the British Columbia Energy Step Code for Part 3 Buildings effective January 1, 2026.

READ A FIRST TIME this 24th day of April, 2024.

READ A SECOND TIME this 24th day of April, 2024.

READ A THIRD TIME this 24th day of April, 2024.

ADOPTED this day of , 2024.

Mark Swain, Mayor

Delcy Wells, Director of Corporate Administration

**DISTRICT OF LANTZVILLE
BYLAW NO. 358**

A Bylaw to Prohibit the Cutting of Trees

WHEREAS Section 8(3)(c) of the *Community Charter* allows a local government to prohibit and/or regulate the cutting of trees;

AND WHEREAS the Council of the District of Lantzville wish to regulate the cutting of Trees in the District;

NOW THEREFORE the Council of the District of Lantzville in open meeting assembled enacts as follows:

1. TITLE

This Bylaw may be cited for all purposes as "District of Lantzville Tree Protection and Management Bylaw No. 358, 2023".

2. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

"Cut Down or Cutting" means to remove a Tree or Trees by any means or the undertaking of any action which results in the death of a Tree or Trees or could reasonably be expected to result in the death of a Tree or Trees.

"Dangerous Tree" means a Tree, identified by a certified arborist who has training in tree risk assessment, which could reasonably be expected to present an imminent hazard to the safety of persons or to the public or to private property.

"Developed Property" means any parcel of land that contains a dwelling or commercial or industrial building affixed to a foundation.

"Designated Tree" means a tree identified in Schedule "A" to this Bylaw, as amended from time to time.

"Greenfield Property" means a parcel of land that does not contain any buildings permanently affixed to land.

"Tree" means a woody perennial plant of any size with a trunk greater than 20 centimetres in diameter measured at a height of 1.4 metres above the undisturbed grade of the land where the Tree is located.

3. SCOPE AND PROHIBITION

3.1 This Bylaw applies to all Designated Trees and to all Greenfield Properties in the District of Lantzville.

3.2 Subject only to the exceptions set out in Section 4, no person shall Cut Down, or permit the Cutting Down of any Designated Tree or Tree on a Greenfield Property.

4. EXCEPTIONS

This Bylaw does not apply to:

- a) Trees authorized to be removed in accordance with a Development Permit or Building Permit issued by the District;
- b) Trees identified for Cutting by the Ministry of Forests due to disease or pest infestation;
- c) Dangerous Trees;
- d) Trees required to be Cut Down to meet any B.C. Hydro or Workers' Compensation Board safety regulation;
- e) Trees required to be Cut Down to allow the creation and maintenance of a public service corridor or highway;
- f) Municipal employees, or their agents, during the discharge of duties that involve maintenance, surveying of the creation and upkeep of walkways and trails;
- g) Trees on Crown land or land subject to the *Private Managed Forest Land Act*;
- h) Trees on Developed Property.
- i) Prevent development to the density permitted under the District of Lantzville's zoning bylaw.

5. GENERAL PROVISIONS

Should any provision of this Bylaw be declared by any Court to be invalid the outcome shall not affect the validity of this Bylaw, as a whole or parts thereof, other than the provisions(s) declared to be invalid.

6. CONTRAVENTION AND PENALTIES

- a) Any person who:
 - i. violates or fails to comply with any provision of this bylaw;
 - ii. permits, suffers, or allows any action or thing to be done in violation of this bylaw; or
 - iii. fails or neglects to do anything required to be done under this bylaw,

contravenes this bylaw, and when the contravention is a continuing one, each day that the contravention continues constitutes a separate contravention, and when the contravention impacts more than one Tree, the impact on each Tree constitutes a separate contravention.

- b) Any person who contravenes this bylaw commits an offence and, upon conviction by way of a proceeding under the *Offence Act*, is liable to a penalty of not less than ten thousand dollars (\$10,000.00) and not more than fifty thousand dollars (\$50,000.00) for each offence and the costs of prosecution.
- c) This bylaw may be enforced by a fine up to three thousand dollars (\$3,000.00) if a ticket is issued under the “District of Lantzville Municipal Ticket Information Bylaw No. 100, 2012,” and any amendments thereto.
- d) In addition to the payment of a penalty or fine in relation to an offence, a person violating any of the provisions of this bylaw may be liable to civil proceedings by the District to recover expenses, loss, or damage incurred by the District resulting from such violation.

READ A FIRST TIME this 24th day of April , 2024.

READ A SECOND TIME this day of , 2024.

READ A THIRD TIME this day of , 2024.

ADOPTED this day of , 2024.

Mark Swain, Mayor

Delcy Wells, Director of Corporate Administration

Schedule “A”

District of Lantzville Tree Protection and Management Bylaw No. 358, 2023

List of Designated Trees

Location	Description

Agenda Items 9c, 9d, 9e

May 8, 2024, Regular Council Meeting

Delcy Wells

From: Shanna Patrickson <SPatrickson@rdn.bc.ca>
Sent: Thursday, May 2, 2024 10:36 AM
To: Delcy Wells
Cc: Sky Snelgrove; Christine Holt; Jacquie Hill
Subject: Request for Consent, re Bylaws 1905, 1906, 1907
Attachments: Lantzville Consent Requested -1905.pdf; Certified Copy Bylaw 1905.pdf; Lantzville Consent Requested -1906.pdf; Certified Copy Bylaw 1906.pdf; Lantzville Consent Requested -1907.pdf; Certified Copy Bylaw 1907.pdf; 2024 RDN Loan Authorization and Temporary Borrowing Bylaws - Staff Report.pdf

You don't often get email from spatrickson@rdn.bc.ca. [Learn why this is important](#)

Good morning Delcy,

Please see the attached letters requesting consent to the following bylaws:

- "Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024"
- "Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024"
- "Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024"

The Bylaws and staff report are also attached.

Kind regards,

Shanna Patrickson

Administrative Associate, Legislative Services
Regional District of Nanaimo
6300 Hammond Bay Road, Nanaimo, BC V9T 6N2
T: 250-390-4111 | Email: spatrickson@rdn.bc.ca
[RDN](#) | [Get Involved RDN](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)

We acknowledge with respect that for thousands of years the Coast Salish First Nations have been deeply connected to the territories where we now have the honour to work.

This email is confidential and may be privileged; it is for the use of the named recipient(s) only. If you are not an intended recipient of this email, please notify the sender immediately and do not copy or disclose its contents to any person or body. Any use of this email by an unintended recipient is prohibited. The accuracy or completeness of the information attached to, or disclosed in this email is not guaranteed by the sender.



REGIONAL
DISTRICT
OF NANAIMO

STAFF REPORT TO
Regional District of Nanaimo Board
February 13, 2024

2024 RDN LOAN AUTHORIZATION AND TEMPORARY BORROWING BYLAWS

RECOMMENDATIONS

1. That "Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024" be introduced and read three times and forwarded to the Inspector for approval.
2. That "Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024" be introduced and read three times and forwarded to the Inspector for approval.
3. That "Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024" be introduced and read three times and forwarded to the Inspector for approval.
4. That "Dashwood Fire Hall Temporary Borrowing Bylaw No. 1893, 2024" be introduced and read three times.
5. That "Dashwood Fire Hall Temporary Borrowing Bylaw No. 1893, 2024" be adopted.

BACKGROUND

The Board approved the 2024-2028 Financial Plan on December 12, 2023. The approved Financial Plan includes the following capital projects that require borrowing in 2024 and these Loan Authorization Bylaws will provide the financing required to undertake these projects.

The GNPCC Basement Motor Control Centres Replacement project is a \$2 million Southern Community Wastewater capital project. This project undertaken to replace the Motor Control Centres (MCCs) located in the basement of the Greater Nanaimo Pollution Control Centre. These MCCs are past the design life and are a risk to plant reliability through the failure of components that are now obsolete, replacement of which is required in order to maintain operational integrity. The funding budget for this project includes \$1.1 million in long-term borrowing.

The Wellington Pump Station Upgrade is an \$8.9 million Southern Community Wastewater capital project undertaken to upgrade and replace equipment due to the age of the facility (40+ years) and will address risks of spills to the environment, maintenance and service interruptions, ventilation, and odour. The funding budget for this project includes \$5.85 million in long-term borrowing.

The GNPCC Grit and Sedimentation Tank Relining project is an \$8.3 million Southern Community Wastewater capital project and is a scheduled undertaking to reline the internal wetted concrete surfaces and replace the collector systems, effluent weir box, and tank inlet/outlet baffles and is part of the GNPCC Preventative

Author: Laina Fearn, Senior Accountant

Maintenance and Asset Management Program. The funding budget for this project includes \$6.3 million in long-term borrowing.

Dashwood Fire Hall Loan Authorization Bylaw No. 1789 authorized borrowing of \$6.2 million for the purpose of designing and constructing a new fire hall for the Dashwood Fire Hall Service Area. The Temporary Borrowing Bylaw No. 1893 will prevent the Loan Authorization Bylaw from expiring and secure these funds for use in the future as needed.

FINANCIAL IMPLICATIONS

The 2024-2028 Financial Plan includes the borrowing and the repayment of the debt for the Basement MCC Replacement, the Wellington Pump Station upgrades and the Grit and Sedimentation Tank Relining projects, all of which are within the Southern Community Sewer Local Service area, as well as that for the Dashwood Fire Hall construction project.

STRATEGIC PLAN ALIGNMENT

Planning and Managing for Growth - Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.

REVIEWED BY:

- M. Manhas, Manager, Capital Accounting and Financial Reporting
- T. Moore, Chief Financial Officer
- C. Crabtree, General Manager, Corporate Services
- D. Holmes, Chief Administrative Officer

ATTACHMENT(S)

1. Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024
2. Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024
3. Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024
4. Dashwood Fire Hall Temporary Borrowing Bylaw No. 1893, 2024

Author: Laina Fearn, Senior Accountant



May 2, 2024

District of Lantzville
PO Box 100
Lantzville, BC V0R 2H0
dwells@lantzville.ca

Attention: Delcy Wells, Director of Corporate Administration

Dear Ms. Wells:

Re: "Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024"

The Board, at its regular meeting held February 13, 2024 introduced and read three times the above noted bylaw (copy attached). This bylaw proposes to authorize the borrowing of the estimated cost of replacing the basement motor control centres at the Greater Nanaimo Pollution Control Centre.

As part of the approval process for the bylaw, the Regional District requires the consent of the local service participants. As the District of Lantzville is a participant in the local service, it would be appreciated if your Council would consider endorsing the following resolution at its next meeting:

That the Council of the District of Lantzville consents on behalf of the electors to the adoption of "Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024" and further, that the Regional District of Nanaimo be notified accordingly.

If you have any questions, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sky Snelgrove".

Sky Snelgrove
A/Manager, Legislative Services / Deputy Corporate Officer
T: 250-390-6533 | Email: ssnelgrove@rdn.bc.ca

Encl.
Bylaw 1905
Staff report, dated February 13, 2024

COPY
CERTIFIED CORRECT AT
THIRD READING

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1905


Corporate Officer

**A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST
OF REPLACING THE BASEMENT MOTOR CONTROL CENTRES AT THE
GREATER NANAIMO POLLUTION CONTROL CENTRE**

WHEREAS the Board of the Regional District of Nanaimo (the "Regional District") has established the Regional District of Nanaimo Southern Community Sewer Local Service pursuant to Bylaw No. 888, cited as "Regional District of Nanaimo Southern Community Sewer Local Service Conversion Bylaw No. 888, 1993" for the purpose of collection, conveyance, treatment and disposal of sewage, to the Southern Community Sewer Local Service Area;

AND WHEREAS it is deemed desirable and expedient to replace the Motor Control Centres located in the basement at the Greater Nanaimo Pollution Control Centre;

AND WHEREAS the Regional District Liquid Waste Management Plan has been approved by the Minister under section 24(5) of the *Environmental Management Act* and the borrowing authority to implement the Liquid Waste Management Plan does not require approval of the electors;

AND WHEREAS the estimated cost of replacing the Basement Motor Control Centres including expenses incidental thereto is the sum of Two Million and Sixty Seven Thousand Four Hundred and Seventy dollars (\$2,067,470), of which the sum of One Million One Hundred and Seventeen Thousand dollars (\$1,117,000) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

NOW THEREFORE, the Board of the Regional District of Nanaimo in open meeting assembled, enacts as follows:

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the replacement of the Basement Motor Control Centres at the Greater Nanaimo Pollution Control Centre, serving the Southern Community Sewer Local Service Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Regional District a sum not exceeding One Million One Hundred and Seventeen Thousand dollars (\$1,117,000).
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the replacement of the Basement Motor Control Centres at the Greater Nanaimo Pollution Control Centre.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.
3. This bylaw may be cited as "Southern Community Sewer Local Service Basement Motor Control Centres Replacement Loan Authorization Bylaw No. 1905, 2024".

Introduced and read three times this 13th day of February, 2024

Approved by the Inspector of Municipalities this _____ day of _____, _____

Adopted this _____ day of _____, _____

CHAIR

CORPORATE OFFICER



**REGIONAL
DISTRICT
OF NANAIMO**

May 2, 2024

District of Lantzville
PO Box 100
Lantzville, BC V0R 2H0
dwells@lantzville.ca

Attention: Delcy Wells, Director of Corporate Administration

Dear Ms. Wells:

Re: "Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024"

The Board, at its regular meeting held February 13, 2024 introduced and read three times the above noted bylaw (copy attached). This bylaw proposes to authorize the borrowing of the estimated cost of upgrading the Wellington Pump Station.

As part of the approval process for the bylaw, the Regional District requires the consent of the local service participants. As the District of Lantzville is a participant in the local service, it would be appreciated if your Council would consider endorsing the following resolution at its next meeting:

That the Council of the District of Lantzville consents on behalf of the electors to the adoption of "Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024" and further, that the Regional District of Nanaimo be notified accordingly.

If you have any questions, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sky Snelgrove".

Sky Snelgrove
A/Manager, Legislative Services / Deputy Corporate Officer
T: 250-390-6533 | Email: ssnelgrove@rdn.bc.ca

Encl.
Bylaw 1906
Staff report, dated February 13, 2024

COPY
CERTIFIED CORRECT AT
THIRD READING

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1906


Corporate Officer

**A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST
OF UPGRADING THE WELLINGTON PUMP STATION**

WHEREAS the Board of the Regional District of Nanaimo (the "Regional District") has established the Regional District of Nanaimo Southern Community Sewer Local Service pursuant to Bylaw No. 888, cited as "Regional District of Nanaimo Southern Community Sewer Local Service Conversion Bylaw No. 888, 1993" for the purpose of collection, conveyance, treatment and disposal of sewage, to the Southern Community Sewer Local Service Area;

AND WHEREAS it is deemed desirable and expedient to upgrade the Wellington Pump Station;

AND WHEREAS the Regional District Liquid Waste Management Plan has been approved by the Minister under section 24(5) of the *Environmental Management Act* and the borrowing authority to implement the Liquid Waste Management Plan does not require approval of the electors;

AND WHEREAS the estimated cost of upgrading the Wellington Pump Station including expenses incidental thereto is the sum of Eight Million Eight Hundred and Fifty Nine Thousand Five Hundred and Sixty Four dollars (\$8,859,564), of which the sum of Five Million Eight Hundred and Fifty Thousand dollars (\$5,850,000) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

NOW THEREFORE, the Board of the Regional District of Nanaimo in open meeting assembled, enacts as follows:

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the upgrade of the Wellington Pump Station, serving the Southern Community Sewer Local Service Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Regional District a sum not exceeding Five Million Eight Hundred and Fifty Thousand dollars (\$5,850,000).
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the upgrade of the Wellington Pump Station.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.
3. This bylaw may be cited as "Southern Community Sewer Local Service Wellington Pump Station Upgrade Loan Authorization Bylaw No. 1906, 2024".

Introduced and read three times this 13th day of February, 2024

Approved by the Inspector of Municipalities this _____ day of _____, _____

Adopted this _____ day of _____, _____

CHAIR

CORPORATE OFFICER



REGIONAL
DISTRICT
OF NANAIMO

May 2, 2024

District of Lantzville
PO Box 100
Lantzville, BC V0R 2H0
dwells@lantzville.ca

Attention: Delcy Wells, Director of Corporate Administration

Dear Ms. Wells:

Re: "Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024"

The Board, at its regular meeting held February 13, 2024 introduced and read three times the above noted bylaw (copy attached). This bylaw proposes to authorize the borrowing of the estimated cost of relining the grit and sedimentation tank at the Greater Nanaimo Pollution Control Centre.

As part of the approval process for the bylaw, the Regional District requires the consent of the local service participants. As the District of Lantzville is a participant in the local service, it would be appreciated if your Council would consider endorsing the following resolution at its next meeting:

That the Council of the District of Lantzville consents on behalf of the electors to the adoption of "Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024" and further, that the Regional District of Nanaimo be notified accordingly.

If you have any questions, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sky Snelgrove".

Sky Snelgrove
A/Manager, Legislative Services / Deputy Corporate Officer
T: 250-390-6533 | Email: ssnelgrove@rdn.bc.ca

Encl.
Bylaw 1907
Staff report, dated February 13, 2024

COPY
CERTIFIED CORRECT AT
THIRD READING

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1907


Corporate Officer

**A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST
OF RELINING THE GRIT AND SEDIMENTATION TANK AT THE GREATER
NANAIMO POLLUTION CONTROL CENTRE**

WHEREAS the Board of the Regional District of Nanaimo (the "Regional District") has established the Regional District of Nanaimo Southern Community Sewer Local Service pursuant to Bylaw No. 888, cited as "Regional District of Nanaimo Southern Community Sewer Local Service Conversion Bylaw No. 888, 1993" for the purpose of collection, conveyance, treatment and disposal of sewage, to the Southern Community Sewer Local Service Area;

AND WHEREAS it is deemed desirable and expedient to reline the Grit and Sedimentation Tank at the Greater Nanaimo Pollution Control Centre;

AND WHEREAS the Regional District Liquid Waste Management Plan has been approved by the Minister under section 24(5) of the *Environmental Management Act* and the borrowing authority to implement the Liquid Waste Management Plan does not require approval of the electors;

AND WHEREAS the estimated cost of relining the Grit and Sedimentation Tank at the Greater Nanaimo Pollution Control Centre including expenses incidental thereto is the sum of Eight Million Three Hundred and Twenty Five Thousand dollars (\$8,325,000), of which the sum of Six Million Three Hundred and Fifty Four Thousand Three Hundred and Forty Four dollars (\$6,354,344) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

NOW THEREFORE, the Board of the Regional District of Nanaimo in open meeting assembled, enacts as follows:

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the relining of the Grit and Sedimentation Tank at the Greater Nanaimo Pollution Control Centre, serving the Southern Community Sewer Local Service Area, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Regional District a sum not exceeding Six Million Three Hundred and Fifty Four Thousand Three Hundred and Forty Four dollars (\$6,354,344).
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the relining of the Grit and Sedimentation Tank at the Greater Nanaimo Pollution Control Centre.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.

3. This bylaw may be cited as "Southern Community Sewer Local Service Grit and Sedimentation Tank Relining Loan Authorization Bylaw No. 1907, 2024".

Introduced and read three times this 13th day of February, 2024

Approved by the Inspector of Municipalities this _____ day of _____, ____

Adopted this _____ day of _____, ____

CHAIR

CORPORATE OFFICER

District of Lantzville

REPORT TO CHIEF ADMINISTRATIVE OFFICER

Meeting Date: May 8, 2024

SUBJECT: 2022 Annual Water Report

PURPOSE

To provide Council with the 2022 Annual Water Report as required to satisfy provincial reporting requirements.

RECOMMENDATION

THAT Council accepts the 2022 Annual Water Report for submission to the Province to comply with reporting requirements.

ALTERNATIVES AND IMPLICATIONS

Should council not accept the report, the District of Lantzville will be in non-compliance with the Province of British Columbia – Ministry of Water, Land and Resource reporting requirements.

BACKGROUND/RELEVANT HISTORY

The District is currently in non-compliance with the Province of British Columbia – Ministry of Water, Land and Resource reporting requirements related to 2022 Annual Water Report. This report should be carried out at the beginning of each year to satisfy the reporting requirements.

ATTACHMENTS

2022 Annual Water Report

DISCUSSION

Staff have been working on the 2022 Annual Water Report to bring the District's reporting requirements up to date.

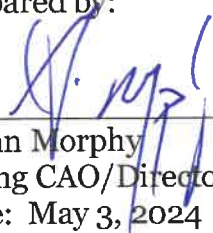
ANALYSIS/RATIONALE

Staff have completed the 2022 Annual Water Report by researching historical data to satisfy the provincial reporting requirements.

FINANCIAL/BUDGET IMPLICATIONS

Failure to complete the Annual Water Reports may impact potential provincial grant opportunities.

Prepared by:


Glenn Morphy
Acting CAO/Director of Public Works
Date: May 3, 2024

REVIEWED WITH:			
☒ Corporate Administration	☐ Fire Rescue	☒ Public Works/Engineering	☐ RCMP
☒ Financial Services	☐ Planning	☐ Solicitor	☐ Committee:
☐ Other:			

COUNCIL AGENDA INFORMATION:		
Meeting Type	Date	Agenda Item #
Regular	May 8, 2024	
Special		
Closed (In-Camera)		



**District of Lantzville
Annual Water Report
~ 2022 ~**

Date of Report: April 16, 2024

Period of Monitoring: January to December 2022

Water Supply Permit Number: 1310847

Location of Water System: Lantzville, BC

Name of Owner: District of Lantzville

Contact Person(s): Glenn Morphy
Director of Public Works
District of Lantzville
Phone: 250.933.2250
Fax: 250.390.5188
Email: gmorphy@lantzville.ca

This report provides an overview of the District of Lantzville community water system that served approximately 990 connections in 2022. This report does not cover properties served by private wells.

Water System Description

Source:

The District of Lantzville has six wells that produce a combined 3,900 cubic meters of water per day. Each of the six wells varies in depth from 21m to 107m. Within each well there are pumps that range in horsepower from 5hp to 20 hp. The District has stand-by generators that can supply power to the pumps in the event of a power outage.

Five of the wells are in a semi-confined aquifer. A semi-confined aquifer is an aquifer partially confined by soil layers of low permeability through which recharge and discharge can still occur. One well is located within bedrock. A bedrock well is drilled in bedrock and usually hits cracks and fissures within the rock to provide a stable source of water.

The wells, while during the winter months artesian, the overall supply drops during the dry season by about 15%. In addition to the decline in supply, water demands increase substantially during the summer months, as people tend to irrigate their lawns and gardens. Therefore, the District has necessary water restrictions to ensure conservation during these seasonal demands.

In addition to the wells, the District of Lantzville receives a limited supply from the City of Nanaimo. To date the supply from Nanaimo has not been utilized as the District wells have been adequate. Total allotment from the City of Nanaimo at present, if needed, would be 1,360 cubic meters per day.

The District of Lantzville and the City of Nanaimo have an agreement in place that sees the City of Nanaimo providing the District of Lantzville with water with conditions. One of those conditions is that the District of Lantzville will maintain the same level of restriction as the City of Nanaimo. The District can have a higher level of restriction if required.

Water suppliers in the Regional District of Nanaimo have adopted consistently defined water restrictions stages to minimize confusion for residents on community water systems across the region. Private wells are not subject to municipal watering restrictions, but conservation is encouraged because water is a shared resource. The following table outlines the 4 stages of water restrictions for the District of Lantzville:

STAGE		1	2	3	4
WHEN	Effective Date	As Required	As Required	Voluntary Reductions on top of Stage 2 – implemented as required, prior to enforced lawn watering ban	As Required
	Sprinkling Times	Between 7 PM – 7 AM	7-10 AM <u>OR</u> 7-10 PM for a MAX of 2 HOURS		SPRINKLING BAN: LAWN WATERING NOT PERMITTED
	Frequency	Any Day	Every Other Day Even # Houses – Even Days Odd # Houses – Odd days		
HOW	Pop-Up Spray, Rotors and Sprinklers	Only during permitted times	Only during permitted times		NOT PERMITTED
	Hand-Watering* (trees, shrubs, vegetables)	ANYTIME (advised to water in the early morning or in the evening)			ONLY BETWEEN 7-10 AM <u>OR</u> 7-10 PM
	Micro / Drip* Irrigation	ANYTIME – advised to check for leaks			
WHAT	Watering Lawns	Permitted during sprinkling times	Permitted during sprinkling times/ days		NOT PERMITTED
	Watering Ornamental Shrubs, Flowers and Trees	Permitted during sprinkling times	Permitted during sprinkling times/days		ONLY WITH DRIP or HAND WATERING
	Watering Vegetable Gardens or Fruit Trees	ANYTIME (advised to water in the early morning or in the evening - less evaporation)			ANYTIME (advised to water in the early morning or in the evening)
	Washing Vehicles, Boats, Houses	ONLY WITH HOSE WITH SHUT OFF DEVICE	ONLY WITH HOSE WITH SHUT OFF DEVICE		NOT PERMITTED Only exception is for safety
	Washing Sidewalks or Driveways	ANYTIME (advised to use a broom)	ANYTIME (advised to use a broom)		Only prior to application of paint, preservative, stucco or sealant
	Filling Fountains, Pools or Hot Tubs	ANYTIME	ANYTIME		NOT PERMITTED
	New Lawn Permits	Can apply for permit	Can apply for permit		NO PERMITS ISSUED

Per Water System Bylaw No. 140, 2018
Updated: April 30, 2018

Treatment:

The water from five wells from the Harby Road Well Field is pumped via an isolated supply line to the existing 1854.8 cubic meter concrete reservoir on Ware Road. Prior to the water supply reaching the reservoir, chlorine is injected in very small doses to eliminate the possibility of bacteria growth.

The water from one well within the Foothills is pumped via isolated supply line to a 1000 cubic meter concrete reservoir. Prior to the water reaching the reservoir, chlorine is injected in very small doses to eliminate the possibility of bacteria growth.

Prior to water entering both reservoirs, a small pump that is attached to the supply line injects chlorine into the main line entering the reservoirs. The “chlorine pumps” are controlled by the Supervisory Control and Data Acquisitions Systems (SCADA) and are activated at the same time the well pumps start. The District is very aware of the amount of chlorine that is being placed in the system. Currently, staff maintains a chlorine residual of between 0.1 mg/L and 0.3 mg/L within the distribution system.

Reservoirs:

The District has three reservoirs: one at Ware Road, one on Harwood Drive and another within the Foothills. The Ware Road reservoir consists of a two-chamber 1,854 cubic meter concrete tank that is partially buried in the ground. With the two chambers, the District can drain one chamber for cleaning/repairs, while keeping the second chamber in operation. Also, at the Ware Road reservoir, there are booster pumps which alternate in pumping water to a higher elevation reservoir, and a permanent generator and the SCADA system that controls both the water and sewer systems in the District.

From the Ware Road reservoir, water is distributed in two directions. Firstly, the water is released from the reservoir via gravity to the lower pressure zone; this zone is mainly any part of the water distribution systems that is north of the Island Highway apart from a short portion of Lantzville Road. The second direction has the water being pumped from the Ware Road reservoir to a second reservoir, which is at a higher elevation on Harwood Drive.

The Harwood Road reservoir, a 660 cubic meter concrete tank, supplies the upper pressure zone. The upper pressure zone consists of any part of the water distribution system that is above (south) of the highway except for a few properties on the North side of the highway.

The District of Lantzville has a third reservoir, within the Foothills, that services the Foothills zone which is the water system that is within the Foothills Development. It is a 1,000 cubic meter concrete reservoir that provides water to the infrastructure in the Foothills development. This reservoir is connected to the District Water System and is owned by the District of Lantzville as of August 2018. The water from this reservoir can be used in any part of the Districts water system as it is connected through pressure reducing valves and can provide extra storage for fire flow purposes.

Distribution System:

The Distribution System consists of approximately 21,583 meters of PVC (plastic) pipe. In addition to the PVC, there is approximately 12,628 meters of AC (asbestos cement) pipe and approximately 1,096 HDPE (high density polyethylene) pipe for an approximate total of 35,307 meters.

The following table shows the different pipes and lengths of those pipes that are in the District's water distribution system:

Type of Pipe	Length
200 Millimeter – PVC	13,711 Meters (M)
250 Millimeter – PVC	4,835 M
300 Millimeter – PVC	1,874 M
350 Millimeter – PVC	543 M
150 Millimeter – PVC	470 M
100 Millimeter – PVC	150 M
100 Millimeter – HDPE	1,096 M
100 Millimeter – Asbestos Cement (AC)	4,853 M
150 Millimeter – AC	6,890 M
200 Millimeter – AC	825 M
250 Millimeter – AC	60 M

In addition to the amount of water pipes, there are seven pressure-reducing valves (PRVs) and approximately 990 service connections.

With several separate pressure zones within the District's water system there is a need for interconnections to increase fire flow capacity. A PRV allows this interconnection. When the pressure on the lower side drops (only happens when we see a large main break or a when a fire requires an abundance of water), the PRV opens and water is supplied from the upper pressure zone to the lower pressure zone. When the pressure in the lower zone returns to normal, the PRVs are then closed, separating the zones once again.

There are currently 32 dead ends in the water system. There are no areas where the water goes stagnant within the water system. This is due to the District's Annual Uni-Directional Flushing Program which occurs from March to April.

Improvement Action and Plans:

The District of Lantzville continues to update and upgrade the water infrastructure.

Scheduled for the 2023 construction season is:

- Replacement of Watermain on Lantzville Road from Peterson Road to Huddleston Road
- Replacement of 50 Residential Meters

Water System Maintenance

Following best practices, the District of Lantzville water system maintenance is as follows:

Source

Maintenance on the Wells and Kiosks:

- Back flush every 7 to 10 years
- Remove vegetation every 1 to 2 years
- Wire brush and re-paint piping every 2 to 5 years
- Visual check daily
- Annual water sample testing

Treatment

Maintenance on the Chlorinator:

- Equipment taken apart and cleaned twice per year
- Hypochlorite solution is added once a week or as needed
- Chlorine levels are adjusted as needed

Reservoirs

Maintenance on the Reservoirs:

- Drained and cleaned every five years or as needed
- Daily/Weekly/Monthly inspections of hatches and venting
- Concrete integrity
- Landscape

Distribution System

Maintenance of the Distribution System:

- Entire system flush twice per year
- Hydrants disassemble and re-assemble once per year
- Meter replacement
- Brush around hydrants as necessary
- Weekly water sample collecting
- Leak Detection Program

Water Sampling and Testing Program

As per the requirements of Island Health, the District of Lantzville collects samples from 12 locations on the treated side of the water system monthly for testing. In 2022, the District of Lantzville received 0 positive test results for coliform or E-coli through the sampling program and is fully compliant with all regulations.

Monitoring for coliform/E-coli, as per Section 11 of the *Drinking Water Protection Act* and Section 8 of the *Drinking Water Protection Regulation*

DISTRICT OF LANTZVILLE

Facility Location: 7182 Lantzville Road, Lantzville

Facility Information: Facility Type: 301-10000 (DWT)

Facility Sampling History: No Coliform or E-coli

Annual Untreated Water Testing

On a yearly basis, the District carries out a broader range of testing than is required on a weekly or quarterly basis.

During the annual sampling, water is collected directly from the well prior to any treatment. These samples are then sent off to a lab that has the capability to carry out the full range of testing required.

The following report from BV Labs is for the untreated water testing the District does on different wells annually. In 2022, the Foothills well, well 4 and well 6A were sampled and tested and the results are as follows:



Bureau Veritas Job #: C274350 Report Date: 2022/10/12

DISTRICT OF LANTZVILLE

Client Project #: FULL SPECTRUM Site Location: FOOTHILLS WELL Your P.O. #: 955641

Sampler Initials: ET

VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		BCU268		BCU269		BCU270		
Sampling Date		2022/09/26 08:40		2022/09/26 09:50		2022/09/26 09:36		
COC Number		C#676358-01-01		C#675616-01-01		C#675616-01-01		
	UNITS	FOOTHILLS WELL	RDL	WELL #4	QC Batch	WELL #6A	RDL	QC Batch
ANIONS								
Nitrite (N)	mg/L	<0.0050	0.0050	<0.0050	A734488	<0.0050	0.0050	A734488
Calculated Parameters								
Total Hardness (CaCO ₃)	mg/L	42.6	0.50	86.3	A731575	89.1	0.50	A731575
Nitrate (N)	mg/L	<0.020	0.020	1.66	A731579	0.889	0.020	A731579
Total Organic Nitrogen (N)	mg/L	0.063	0.020	0.083	A732159	0.021	0.020	A732159
Sulfide (as H ₂ S)	mg/L	<0.0020	0.0020	<0.0020	A731416	<0.0020	0.0020	A731416
Misc. Inorganics								
Conductivity	uS/cm	300	2.0	250	A734053	230	2.0	A734053
pH	pH	8.54	N/A	7.46	A734001	7.67	N/A	A734001
Total Organic Carbon (C)	mg/L	1.6	0.50	<0.50	A744613	0.66	0.50	A747547
Total Dissolved Solids	mg/L	210	10	180	A740891	150	10	A740891
Anions								
Alkalinity (PP as CaCO ₃)	mg/L	4.2	1.0	<1.0	A734050	<1.0	1.0	A734050
Alkalinity (Total as CaCO ₃)	mg/L	150	1.0	61	A734050	74	1.0	A734050
Bicarbonate (HCO ₃)	mg/L	170	1.0	75	A734050	90	1.0	A734050
Carbonate (CO ₃)	mg/L	5.1	1.0	<1.0	A734050	<1.0	1.0	A734050
Dissolved Fluoride (F)	mg/L	0.068	0.050	<0.050	A733469	<0.050	0.050	A734002
Hydroxide (OH)	mg/L	<1.0	1.0	<1.0	A734050	<1.0	1.0	A734050
Total Sulfide	mg/L	<0.0018	0.0018	<0.0018	A734813	<0.0018	0.0018	A734813
Chloride (Cl)	mg/L	1.8	1.0	29	A733592	21	1.0	A733592
Sulphate (SO ₄)	mg/L	6.2	1.0	6.7	A733592	5.9	1.0	A733592
MISCELLANEOUS								
True Colour	Col. Unit	<5.0	5.0	<5.0	A733837	<5.0	5.0	A733837
Transmittance at 254nm	%T/cm	93	N/A	99	A733667	99	N/A	A733667
Nutrients								
Total Ammonia (N)	mg/L	0.023	0.015	<0.015	A733557	<0.015	0.015	A733489
Nitrate plus Nitrite (N)	mg/L	<0.020	0.020	1.66	A734487	0.889	0.020	A734487
Total Nitrogen (N)	mg/L	0.085	0.020	1.75	A735055	0.910	0.020	A735055
Physical Properties								
Turbidity	NTU	0.16	0.10	0.16	A733891	0.29	0.10	A733891
RDL = Reportable Detection Limit								
N/A = Not Applicable								



Bureau Veritas Job #: C274350 Report Date: 2022/10/12

DISTRICT OF LANTZVILLE

Client Project #: FULL SPECTRUM Site Location: FOOTHILLS WELL Your P.O. #: 955641

Sampler Initials: ET

VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		BCU268		BCU269		BCU270		
Sampling Date		2022/09/26 08:40		2022/09/26 09:50		2022/09/26 09:36		
COC Number		C#676358-01-01		C#675616-01-01		C#675616-01-01		
	UNITS	FOOTHILLS WELL	RDL	WELL #4	QC Batch	WELL #6A	RDL	QC Batch
Elements								
Total Mercury (Hg)	ug/L	<0.0019	0.0019	<0.0019	A736239	<0.0019	0.0019	A736239
Total Metals by ICPMS								
Total Aluminum (Al)	ug/L	<6.0	6.0	<3.0	A734142	<3.0	3.0	A734142
Total Antimony (Sb)	ug/L	<1.0	1.0	<0.50	A734142	<0.50	0.50	A734142
Total Arsenic (As)	ug/L	5.67	0.20	<0.10	A734142	0.17	0.10	A734142
Total Barium (Ba)	ug/L	<2.0	2.0	8.9	A734142	5.3	1.0	A734142
Total Beryllium (Be)	ug/L	<0.20	0.20	<0.10	A734142	<0.10	0.10	A734142
Total Bismuth (Bi)	ug/L	<2.0	2.0	<1.0	A734142	<1.0	1.0	A734142
Total Boron (B)	ug/L	1870	100	100	A734142	135	50	A734142
Total Cadmium (Cd)	ug/L	<0.020	0.020	<0.010	A734142	<0.010	0.010	A734142
Total Chromium (Cr)	ug/L	<2.0	2.0	<1.0	A734142	<1.0	1.0	A734142
Total Cobalt (Co)	ug/L	<0.40	0.40	<0.20	A734142	<0.20	0.20	A734142
Total Copper (Cu)	ug/L	<0.40	0.40	1.19	A734142	<0.20	0.20	A734142
Total Iron (Fe)	ug/L	14	10	<5.0	A734142	<5.0	5.0	A734142
Total Lead (Pb)	ug/L	<0.40	0.40	0.21	A734142	<0.20	0.20	A734142
Total Manganese (Mn)	ug/L	6.5	2.0	<1.0	A734142	<1.0	1.0	A734142
Total Molybdenum (Mo)	ug/L	<2.0	2.0	<1.0	A734142	<1.0	1.0	A734142
Total Nickel (Ni)	ug/L	<2.0	2.0	<1.0	A734142	<1.0	1.0	A734142
Total Selenium (Se)	ug/L	<0.20	0.20	<0.10	A734142	<0.10	0.10	A734142
Total Silicon (Si)	ug/L	16000	200	12500	A734142	12100	100	A734142
Total Silver (Ag)	ug/L	<0.040	0.040	<0.020	A734142	<0.020	0.020	A734142
Total Strontium (Sr)	ug/L	78.8	2.0	83.7	A734142	72.0	1.0	A734142
Total Thallium (Tl)	ug/L	<0.020	0.020	<0.010	A734142	<0.010	0.010	A734142
Total Tin (Sn)	ug/L	<10	10	<5.0	A734142	<5.0	5.0	A734142
Total Titanium (Ti)	ug/L	<10	10	<5.0	A734142	<5.0	5.0	A734142
Total Uranium (U)	ug/L	<0.20	0.20	<0.10	A734142	<0.10	0.10	A734142
Total Vanadium (V)	ug/L	<10	10	<5.0	A734142	<5.0	5.0	A734142
Total Zinc (Zn)	ug/L	<10	10	<5.0	A734142	<5.0	5.0	A734142
Total Zirconium (Zr)	ug/L	<0.20	0.20	<0.10	A734142	<0.10	0.10	A734142
Total Calcium (Ca)	mg/L	10.5	0.10	22.9	A731578	22.6	0.050	A731578
Total Magnesium (Mg)	mg/L	3.97	0.10	7.07	A731578	7.93	0.050	A731578
RDL = Reportable Detection Limit								



Bureau Veritas Job #: C274350 Report Date: 2022/10/12

DISTRICT OF LANTZVILLE

Client Project #: FULL SPECTRUM Site Location: Foothills Well Your P.O. #: 955641

Sampler Initials: ET

VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		BCU268		BCU269		BCU270		
Sampling Date		2022/09/26 08:40		2022/09/26 09:50		2022/09/26 09:36		
COC Number		C#676358-01-01		C#675616-01-01		C#675616-01-01		
	UNITS	FOOTHILLS WELL	RDL	WELL #4	QC Batch	WELL #6A	RDL	QC Batch
Total Potassium (K)	mg/L	<0.10	0.10	0.395	A731578	0.422	0.050	A731578
Total Sodium (Na)	mg/L	55.3	0.10	12.3	A731578	10.8	0.050	A731578
Total Sulphur (S)	mg/L	<6.0	6.0	<3.0	A731578	<3.0	3.0	A731578
Microbiological Param.								
Heterotrophic Plate Count	CFU/mL	3	1	<1	A732228	<1	1	A732228
Iron Bacteria	CFU/mL	<25	25	<25	A732224	<25	25	A732224
Sulphate reducing bacteria	CFU/mL	<75	75	<75	A732226	<75	75	A732226
Total Coliforms	CFU/100mL	0	N/A	0	A732217	0	N/A	A732217
E. coli	CFU/100mL	0	N/A	0	A732217	0	N/A	A732217
Calculated Parameters								
Langelier Index (@ 4.4C)	N/A	-0.202	N/A	-1.32	A732160	-1.02	N/A	A732160
Langelier Index (@ 60C)	N/A	0.839	N/A	-0.277	A732161	0.0170	N/A	A732161
Saturation pH (@ 4.4C)	N/A	8.74	N/A	8.78	A732160	8.69	N/A	A732160
Saturation pH (@ 60C)	N/A	7.70	N/A	7.74	A732161	7.65	N/A	A732161
RDL = Reportable Detection Limit								
N/A = Not Applicable								

District of Lantzville

REPORT TO CHIEF ADMINISTRATIVE OFFICER

Meeting Date: May 8, 2024

SUBJECT: 2023 Annual Water Report

PURPOSE

To provide Council with the 2023 Annual Water Report as required to satisfy provincial reporting requirements.

RECOMMENDATION

THAT Council accepts the 2023 Annual Water Report for submission to the Province to comply with reporting requirements.

ALTERNATIVES AND IMPLICATIONS

Should council not accept the report, the District of Lantzville will be in non-compliance with the Province of British Columbia – Ministry of Water, Land and Resource reporting requirements.

BACKGROUND/RELEVANT HISTORY

The District is currently in non-compliance with the Province of British Columbia – Ministry of Water, Land and Resource reporting requirements related to 2023 Annual Water Report. This report should be carried out at the beginning of each year to satisfy the reporting requirements.

ATTACHMENTS

2023 Annual Water Report

DISCUSSION

Staff have been working on the 2023 annual water report to bring the District's reporting requirements up to date.

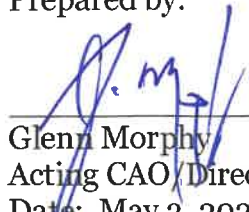
ANALYSIS/RATIONALE

Staff have completed the 2023 annual water report by researching historical data to satisfy the provincial reporting requirements.

Financial/Budget Implications

Failure to complete the Annual Water Reports may impact potential provincial grant opportunities.

Prepared by:



Glenn Morphy
Acting CAO / Director of Public Works

Date: May 3, 2024

REVIEWED WITH:

☒ Corporate Administration	☐ Fire Rescue	☒ Public Works/Engineering	☐ RCMP
☒ Financial Services	☐ Planning	☐ Solicitor	☐ Committee:
☐ Other:			

COUNCIL AGENDA INFORMATION:

Meeting Type	Date	Agenda Item #
Regular	February 21, 2024	12(b)
Special		
Closed (In-Camera)		



**District of Lantzville
Annual Water Report
~ 2023 ~**

Date of Report: May 3, 2024

Period of Monitoring: January to December 2023

Water Supply Permit Number: 1310847

Location of Water System: Lantzville, BC

Name of Owner: District of Lantzville

Contact Person(s): Glenn Morphy
Director of Public Works
District of Lantzville
Phone: 250.933.2250
Fax: 250.390.5188
Email: gmorphy@lantzville.ca

This report provides an overview of the District of Lantzville community water system that served approximately 995 connections in 2023. This report does not cover properties served by private wells.

Water System Description

Source:

The District of Lantzville has six wells that produce a combined 3,900 cubic meters of water per day. Each of the six wells varies in depth from 21m to 107m. Within each well there are pumps that range in horsepower from 5hp to 20 hp. The District has stand-by generators that can supply power to the pumps in the event of a power outage.

Five of the wells are in a semi-confined aquifer. A semi-confined aquifer is an aquifer partially confined by soil layers of low permeability through which recharge and discharge can still occur. One well is located within bedrock. A bedrock well is drilled in bedrock and usually hits cracks and fissures within the rock to provide a stable source of water.

The wells, while during the winter months artesian, the overall supply typically drops during the dry season by about 15%. However, in 2023 The District of Lantzville sustained one on the worse droughts on record and estimate a 40% drop. In addition to the decline in supply, water demands increase substantially during the summer months, as people tend to irrigate their lawns and gardens. Therefore, the District has necessary water restrictions to ensure conservation during these seasonal demands.

In addition to the wells, the District of Lantzville receives a limited supply from the City of Nanaimo. Total allotment from the City of Nanaimo at present, if needed, would be 1,360 cubic meters per day.

The summer of 2023 Vancouver Island saw very little rain and above average temperatures. These drought-like conditions added strain to our water supply and Stage 4 water restrictions were invoked. Staff did not see the anticipated decrease in usage and became concerned for the Foothills well pump and aquifer being strained beyond capacity. At this point, the City of Nanaimo interconnection was activated for intermittent relief of the overextended well pump and aquifer. As per the City of Nanaimo Water agreement the District stayed well within their daily allotment and provided much needed support to the District’s water supply.

The District of Lantzville and the City of Nanaimo have an agreement in place that sees the City of Nanaimo providing the District of Lantzville with water with conditions. One of those conditions is that the District of Lantzville will maintain the same level of restriction as the City of Nanaimo. The District can have a higher level of restriction if required.

Water suppliers in the Regional District of Nanaimo have adopted consistently defined water restrictions stages to minimize confusion for residents on community water systems across the region. Private wells are not subject to municipal watering restrictions, but conservation is encouraged because water is a shared resource. The following table outlines the 4 stages of water restrictions for the District of Lantzville:

STAGE		1	2	3	4
WHEN	Effective Date	As Required	As Required	Voluntary Reductions on top of Stage 2 – implemented as required, prior to enforced lawn watering ban	As Required
	Sprinkling Times	Between 7 PM – 7 AM	7-10 AM <u>OR</u> 7-10 PM for a MAX of 2 HOURS		SPRINKLING BAN: LAWN WATERING NOT PERMITTED
	Frequency	Any Day	Every Other Day Even # Houses – Even Days Odd # Houses – Odd days		
HOW	Pop-Up Spray, Rotors and Sprinklers	Only during permitted times	Only during permitted times		NOT PERMITTED
	Hand-Watering* (trees, shrubs, vegetables)	ANYTIME (advised to water in the early morning or in the evening)			ONLY BETWEEN 7-10 AM <u>OR</u> 7-10 PM
	Micro / Drip* Irrigation	ANYTIME – advised to check for leaks			
WHAT	Watering Lawns	Permitted during sprinkling times	Permitted during sprinkling times/ days		NOT PERMITTED
	Watering Ornamental Shrubs, Flowers and Trees	Permitted during sprinkling times	Permitted during sprinkling times/days		ONLY WITH DRIP or HAND WATERING
	Watering Vegetable Gardens or Fruit Trees	ANYTIME (advised to water in the early morning or in the evening - less evaporation)			ANYTIME (advised to water in the early morning or in the evening)
	Washing Vehicles, Boats, Houses	ONLY WITH HOSE WITH SHUT OFF DEVICE	ONLY WITH HOSE WITH SHUT OFF DEVICE		NOT PERMITTED Only exception is for safety
	Washing Sidewalks or Driveways	ANYTIME (advised to use a broom)	ANYTIME (advised to use a broom)		Only prior to application of paint, preservative, stucco or sealant
	Filling Fountains, Pools or Hot Tubs	ANYTIME	ANYTIME		NOT PERMITTED
	New Lawn Permits	Can apply for permit	Can apply for permit		NO PERMITS ISSUED

Updated: April 30, 2018

Treatment:

The water from five wells from the Harby Road Well Field is pumped via an isolated supply line to the existing 1854.8 cubic meter concrete reservoir on Ware Road. Prior to the water supply reaching the reservoir, chlorine is injected in very small doses to eliminate the possibility of bacteria growth.

The water from one well within the Foothills is pumped via isolated supply line to a 1000 cubic meter concrete reservoir. Prior to the water reaching the reservoir, chlorine is injected in very small doses to eliminate the possibility of bacteria growth.

Prior to water entering both reservoirs, a small pump that is attached to the supply line injects chlorine into the main line entering the reservoirs. The “chlorine pumps” are controlled by the Supervisory Control and Data Acquisitions Systems (SCADA) and are activated at the same time the well pumps start. The District is very aware of the amount of chlorine that is being placed in the system. Currently, staff maintains a chlorine residual of between 0.1 mg/L and 0.3 mg/L within the distribution system.

Reservoirs:

The District has three reservoirs: one at Ware Road, one on Harwood Drive and another within the Foothills. The Ware Road reservoir consists of a two-chamber 1,854 cubic meter concrete tank that is partially buried in the ground. With the two chambers, the District can drain one chamber for cleaning/repairs, while keeping the second chamber in operation. Also, at the Ware Road reservoir, there are booster pumps which alternate in pumping water to a higher elevation reservoir, and a permanent generator and the SCADA system that controls both the water and sewer systems in the District.

From the Ware Road reservoir, water is distributed in two directions. Firstly, the water is released from the reservoir via gravity to the lower pressure zone; this zone is mainly any part of the water distribution systems that is north of the Island Highway apart from a short portion of Lantzville Road. The second direction has the water being pumped from the Ware Road reservoir to a second reservoir, which is at a higher elevation on Harwood Drive.

The Harwood Road reservoir, a 660 cubic meter concrete tank, supplies the upper pressure zone. The upper pressure zone consists of any part of the water distribution system that is above (south) of the highway except for a few properties on the North side of the highway.

The District of Lantzville has a third reservoir, within the Foothills, that services the Foothills zone which is the water system that is within the Foothills Development. It is a 1,000 cubic meter concrete reservoir that provides water to the infrastructure in the Foothills development. This reservoir is connected to the District Water System and is owned by the District of Lantzville as of August 2018. The water from this reservoir can be used in any part of the Districts water system as it is connected through pressure reducing valves and can provide extra storage for fire flow purposes.

Distribution System:

The Distribution System consists of approximately 22,018 meters of PVC (plastic) pipe. In addition to the PVC, there is approximately 12,208 meters of AC (asbestos cement) pipe and approximately 1,096 HDPE (high density polyethylene) pipe for an approximate total of 35,322 meters.

The following table shows the different pipes and lengths of those pipes that are in the District's water distribution system:

Type of Pipe	Length
200 Millimeter – PVC	13,711 Meters (M)
250 Millimeter – PVC	5,255 M
300 Millimeter – PVC	1,874 M
350 Millimeter – PVC	543 M
150 Millimeter – PVC	485 M
100 Millimeter – PVC	150 M
100 Millimeter – HDPE	1,096 M
100 Millimeter – Asbestos Cement (AC)	4,853 M
150 Millimeter – AC	6,470 M
200 Millimeter – AC	825 M
250 Millimeter – AC	60 M

In addition to the amount of water pipes, there are seven pressure-reducing valves (PRVs) and approximately 995 service connections.

With several separate pressure zones within the District's water system there is a need for interconnections to increase fire flow capacity. A PRV allows this interconnection. When the pressure on the lower side drops (only happens when we see a large main break or a when a fire requires an abundance of water), the PRV opens and water is supplied from the upper pressure zone to the lower pressure zone. When the pressure in the lower zone returns to normal, the PRVs are then closed, separating the zones once again.

There are currently 32 dead ends in the water system. There are no areas where the water goes stagnant within the water system. This is due to the District's Annual Uni-Directional Flushing Program which occurs from March to April.

Improvement Action and Plans:

The District of Lantzville continues to update and upgrade the water infrastructure.

Scheduled for the 2024 construction season is:

- Replacement of Watermain on Harby Road East, Joy Way and Rossiter Ave
- Replacement of 50 Residential Meters

Water System Maintenance

Following best practices, the District of Lantzville water system maintenance is as follows:

Source

Maintenance on the Wells and Kiosks:

- Back flush every 7 to 10 years
- Remove vegetation every 1 to 2 years
- Wire brush and re-paint piping every 2 to 5 years
- Visual check daily
- Annual water sample testing

Treatment

Maintenance on the Chlorinator:

- Equipment taken apart and cleaned twice per year
- Hypochlorite solution is added once a week or as needed
- Chlorine levels are adjusted as needed

Reservoirs

Maintenance on the Reservoirs:

- Drained and cleaned every five years or as needed
- Daily/Weekly/Monthly inspections of hatches and venting
- Concrete integrity
- Landscape

Distribution System

Maintenance of the Distribution System:

- Entire system flush twice per year
- Hydrants disassemble and re-assemble once per year
- Meter replacement
- Brush around hydrants as necessary

- Weekly water sample collecting
- Leak Detection Program

Water Sampling and Testing Program

As per the requirements of Island Health, the District of Lantzville collects samples from 12 locations on the treated side of the water system monthly for testing. In 2022, the District of Lantzville received 0 positive test results for coliform or E-coli through the sampling program and is fully compliant with all regulations.

Monitoring for coliform/E-coli, as per Section 11 of the *Drinking Water Protection Act* and Section 8 of the *Drinking Water Protection Regulation*

DISTRICT OF LANTZVILLE

Facility Location: 7182 Lantzville Road, Lantzville

Facility Information: Facility Type: 301-10000 (DWT)

Facility Sampling History: No Coliform or E-coli

Annual Untreated Water Testing

On a yearly basis, the District carries out a broader range of testing than is required on a weekly or quarterly basis.

During the annual sampling, water is collected directly from the well prior to any treatment. These samples are then sent off to a lab that has the capability to carry out the full range of testing required.

Bureau Veritas Burnaby: 4606 Canada Way V3G 1K5 Telephone (604) 734-7276 Fax (604) 731-2586

The following report from BV Labs is for the untreated water testing the District does on different wells annually. In 2023, the Foothills well, well 5 and well 9 were sampled and tested and the results are as follows:

District of Lantzville

REPORT TO CHIEF ADMINISTRATIVE OFFICER

Meeting Date: May 8, 2024

SUBJECT: District of Lantzville Water System Expansion “The Winds” Local Area Service Bylaw No. 336, 2003

PURPOSE

To provide Council with an update on the implementation of the “The Winds” Local Area Service establishment and to advise Council regarding the next steps in the Alternative Approval Process required to complete establishment of the Service as per the *Community Charter*.

RECOMMENDATIONS

This Report is to update Council on the next steps required to establish “District of Lantzville Water System Expansion “The Winds” Local Area Service Bylaw No. 336, 2003”. No motions are required at this time.

ALTERNATIVES AND IMPLICATIONS

Not applicable.

BACKGROUND/RELEVANT HISTORY

A brief summary of the past decisions of Council and dates for the next steps to establish the Service are reviewed below.

Date Action

2017	In 2017, the District undertook a several-months-long process to develop a Water Master Plan (WMP) that would provide guidance to the District for the future of its water supply and distribution system. Within the WMP are several recommendations that were surmised from the surveys that were used to gather the information for the WMP. The WMP identified that several improvements should be carried out prior to expanding the District water distribution system. The WMP identifies what areas are priority and should be serviced first. Phase 1 of the expansion is identified as HW-1: The Winds Residential Area, AW: Clark Drive Area, and FW: Fernmar Road Area, in no particular order.
Council Motion 2021-01-06	THAT Council postpones the motion on the floor to the May 19, 2021 regular Council meeting. [THAT the District of Lantzville host virtual town hall meetings in February 2021 regarding Community Water System expansion update and discussion; AND FURTHER THAT the following future water service

	areas/neighbourhoods be engaged: 1) Clark Drive Area (AW), and 2) Winds Residential Area (HW-1).]
Council Motion 2021-06-21	THAT appointments be requested for conference call meetings with Provincial Ministers in September 2021 to discuss the following topics: • Minister of Municipal Affairs re: submitted \$6.4 million Clark Drive Area Expansion of Water System grant application under the Investing in Canada Infrastructure Program – Green Infrastructure – Environmental Quality Program • Minister of Municipal Affairs re: submitted \$7.2 million Winds Residential Area Expansion of Water System grant application under the Investing in Canada Infrastructure Program – Rural and Northern Communities Program
Council Motion 2021-07-07	THAT the motion on the floor be postponed to the September 22, 2021, regular Council meeting. [Town Hall Meetings Regarding Water Service Expansions - MOTION POSTPONED (January 6, 2021 regular Council meeting) THAT the District of Lantzville host virtual town hall meetings in February 2021 regarding Community Water System expansion update and discussion; AND FURTHER THAT the following future water service areas/neighbourhoods be engaged: 1. Clark Drive Area (AW), and 2. Winds Residential Area (HW-1).]
Council Motion 2021-10-20	THAT the motion on the floor be postponed to the November 3, 2021, regular Council meeting. [THAT the District of Lantzville host virtual town hall meetings in February 2021 regarding Community Water System expansion update and discussion; AND FURTHER THAT the following future water service areas/neighbourhoods be engaged: 1. Clark Drive Area (AW), and 2. Winds Residential Area (HW-1).]
Council Motion 2021-11-03	“THAT an application be submitted for grant funding for the Winds Residential Area Water Supply 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.”
2022-01	A grant application was made in January 2022. It was going to be necessary to borrow money for the project, and therefore the “District of Lantzville Loan Authorization Bylaw No. 299, 2022” was given three readings as an initial step in the process required to establish this Service.

2023-05	The grant was awarded in May 2023, and the Federal and Provincial funding contributions are 73.33% of the total project costs and the District of Lantzville’s contribution is 26.67%. Total project costs were \$6,951,240 at this time. Sustainability Implications: it was noted that future additions to water infrastructure would require increased asset management contributions and annual maintenance. An additional .25 FTE was recommended if the grant was successful. An increased number of connections (133) would generate sufficient revenue to offset any increase in costs.
2023-08-29	A shared cost agreement was signed.
2023-09-13	The third reading of “District of Lantzville Loan Authorization Bylaw No. 299, 2022” was rescinded due to alterations in the cost of the project. Council amended the bylaw with this motion: THAT “District of Lantzville Water System Expansion to the Winds Residential Areas Loan Authorization Bylaw No. 299, 2022” be amended in the form attached to the September 13, 2023, report; AND FURTHER THAT Bylaw No. 299 be given third reading, as amended.”
2023-11-08	Another amendment to the Loan Authorization Bylaw was completed per the motions noted below: THAT third reading of “District of Lantzville Water System Expansion to the Winds Residential Areas, Loan Authorization Bylaw No. 299, 2022” given September 13, 2023 be rescinded. THAT “District of Lantzville Water System Expansion to the Winds Residential Areas, Loan Authorization Bylaw No. 299, 2022” be given third reading as amended, striking “TEMPORARY” and inserting “LONG TERM” in the heading.
2023-11-23	Ministry approval was received for “District of Lantzville Loan Authorization Bylaw No. 299, 2022”.

FUTURE STEPS

2024-06-12	A report will be presented to Council, as per Section 86 of the <i>Community Charter</i>, to: (a) Establish the Elector Response Form; (b) Establish the deadline date for receipt of the Elector Response Forms; (c) Make a fair determination of the number of electors eligible to submit an Elector Response Form. (d) Approve the Public Notice required as per Section 94 of the <i>Community Charter</i>.
2024-07-22	TENTATIVE Deadline date for receipt of the Elector Response Forms. This date MUST be at least 30 days after the 2nd publication of the Public Notice in the newspaper.

2024-07-24	Report to Council confirming the results of the Alternative Approval Process; final reading of “District of Lantzville Water Service Expansion “The Winds” Local Area Service Establishment Bylaw No. 336, 2023”.
2024-09	Parcel Tax Bylaw: prepare cost recovery bylaw (the District has historically used a parcel tax bylaw) and adopt. Parcel tax payments from those residents defined in the Local Area Service would repay the District’s share of the project’s capital cost.
2024-09	Detailed Design: surveying, detailed design work, and construction.

FINANCIAL IMPLICATIONS

The project costs have been included in the current five-year Financial Plan for 2024-2028. With the receipt of the Provincial grant; the use of a Parcel Tax to recover the remainder of the cost from the owners of the properties receiving the Service; and the approval of the Loan Authorization Bylaw by the Ministry, all of the required funding is in place.

COMMUNICATION STRATEGY

The communication strategy will comply with the notice requirements for the Local Area Service on Council Initiative – Alternative Approval Process (AAP), defined in Section 86 of the *Community Charter*. This report will be available for review by the public in the June 12, 2024, Council meeting agenda package and available on the District of Lantzville website. Per the terms of the grant, the District is also subject to the Communications Protocol referenced in the Shared Cost Agreement as set out in Schedule B of the Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program (IBA-ICIP).

It is important for Council and the public to understand that the Alternative Approval Process (AAP) [ref.: Section 86 of the *Community Charter*; *approval of electors*] has different legislative requirements than the Petition Against process [ref.: Section 85 of the *Community Charter*; *assent of electors*] used for previous local area services, such as the sewer service.

An Alternative Approval Process is very similar, but an important difference is that the threshold required to establish the Service is different. In an AAP, if the number of elector responses received is less than 10% of the number of electors of the area to which the approval process applies, the Service is established.

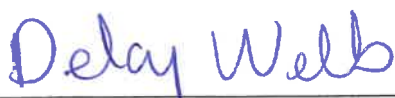
STRATEGIC PLAN ALIGNMENT

“The Winds” water service implementation is included on Council’s 2023-2026 Strategic Priorities.

SUMMARY

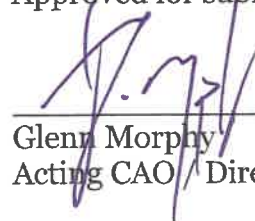
If Council wishes to proceed with the “The Winds” water service project, the next steps are as recommended above.

Prepared by:



Delcy Wells
Director of Corporate Administration

Approved for submission to Council:



Glenn Morphy
Acting CAO / Director of Public Works

Date: April 30, 2024

Date: April 30, 2024

REVIEWED WITH:			
☒ Corporate Administration	☐ Fire Rescue	☐ Public Works/Engineering	☐ RCMP
☒ Financial Services	☐ Planning	☐ Solicitor	☐ Committee:
☐ Other:			

COUNCIL AGENDA INFORMATION:		
Meeting Type	Date	Agenda Item #
Regular	May 8, 2024	

Councillor's Report:

It is important to maximize the amount of commercial in the Village Commercial Zone for a commercial tax base. Lantzville's commercial zoned land is very limited, while residential zoned land is expansive. In the first draft of Lantzville's 2020 Zoning bylaw, parcel coverage in the Village Commercial Zone was proposed at 50%. The 100% parcel coverage came from a motion by a councillor, in the context of accommodating a boutique hotel with underground parking. However, 100% parcel coverage is not realistic for other commercial uses, regards parking and regular deliveries. The OCP prescribes 0m to 8m front setbacks, so a 4m front setback is in the middle of this range.

Staff Recommendation:

At the March 27th 2024 Committee of the Whole Meeting, the Committee deliberated draft amendments to the OCP to amend the Village Primary Commercial Core Special Plan Area by striking "3 storeys on the south side of Lantzville Road" and inserting "2 storeys on the south side of Lantzville Road with allowance for a third storey lower floor if the depth of the slope provides it, and in such cases the lower two storeys must be solely commercial". This amendment is part of a package of amendments that are being prepared for Council consideration.

It is premature to amend the zoning bylaw at this time until the OCP has been updated. These proposed amendments to the Village Commercial Zone run counter to design policies in the Village Primary Commercial Core Special Plan Area (Section 11.1.1). Additional analysis is recommended prior to engaging in changes to this zone, as increasing setback requirements while reducing the floor area ratio, parcel coverage, and height reduce the buildable area of a lot, and may render re-development of properties in this area unviable from a financial perspective. As a requirement of recent changes to Provincial legislation, the District is required to engage in a review of the OCP and Zoning Bylaw in 2025, staff recommend considering this amendment at that time as part of a more comprehensive review. If more opportunities for commercial development and revenue are desired, it would be more appropriate to review land use and needs at that time.

Agenda Item 12(e)
May 8, 2024, Regular Council Meeting
Legion Plaza Plan

Councillor's Report:

The purpose of this draft plan is to invite discussion, refinements and improvements before a formal proposal is submitted for the May 22 council meeting. The Village Improvement Plan which is incorporated into the District's OCP prescribes seaside elements in Village improvements. Creating a beach scene to separate the plaza from the road honours this prescription. The drought resistant beach grasses, beach stones and driftwood form a protective barrier to prevent small kids running onto the road, and to tie in with, not distract from, the ocean views.

These elements are also very inexpensive and durable.

This plan incorporates the public input of seating areas, Seaview school involvement, artistic features, good visibility between traffic and pedestrians, some vertical elements, low maintenance, and a place for coffee.

This plan includes the following Lantzville Legion input or Legion themes in the plaza: a log sign saying "Legion Plaza", red poppies, red tulips, no bike rack, a Christmas tree.

This plan does not incorporate seating in order to invite more input on the types of seating.



Agenda Item 12(f)
May 8, 2024, Regular Council Meeting
Draft Plan for Village Core Phase 2 Bike Parking

Councillor's Report:

The bike rack photos are provided by a Canadian company and would, in my opinion, be suitable for the Village Core Phase 2. Each rack holds 2 bikes. There is space in phase 2 for 4 of these racks, 2 in the area to the east of the bus shelter near the Post Office parking lot and two more west of the bus shelter near the access to the mall. The racks can be positioned parallel to the walking path and distanced 3' apart. Offsetting the racks by 2' is also an option.

Location of bike racks

An area has been set aside to the east of the bus shelter - roughly 8 ft wide by 6 ft deep.

An area has been set aside to the west of the bus shelter - roughly 10 ft wide by 6 ft deep.

Each area will accommodate 2 of the recommended racks.

Bike Racks are available through a Canadian manufacturer; Greenspoke Bike Parking Solutions.

Refer to the weblink below.

<https://gogreenspoke.com/products/sunset-xs/>

Model: Sunset XS Rack.

Colour: Bengal Silver or Grey (TBD)

Capacity: 2 bikes per rack

Quantity: 4 racks

Mounting: in-ground

Size: 35" tall, 40" wide

Material: galvanized heavy gauge steel tubing.

Custom logo plate: NO

Mounting:

The "in-ground" mounting option.

If Phase 2 racks are recommended by Council then they would be ordered with the surface mount option.

Cost: TBD

Council may also wish to authorize the purchase two more of these bike racks for the two areas in front of the pub, on the right and left as you walk up to the front door. Alternatively, Mayor Swain has located designs that are similar in material and

artistic look as the Snaw Naw As art piece located across the street from the pub and in front of the Municipal Hall. They could be a functional and artistic addition to the area.



Councillor's Report:

The purpose of this amendment to the Terms of Reference is to relieve the Staff Liaison position from the requirement to attend Committee meetings. Council is aware that Staff has a backlog of directions from Council. This motion will serve to lighten their workload. If passed the amended text will read as follows:

- 3.2. One staff member appointed by the Chief Administrative Officer as the Staff Liaison. (Non-voting) who will not attend meetings.
- 3.3. Other staff members, as required. (Non-voting) who will not attend meetings.
- 3.4. The Councillor appointed to the Committee by Council shall reside as Chairperson and the Committee shall, at the first meeting, appoint from its members an alternate, who shall preside at all meetings as required. Minutes shall be taken by the Chairperson or by another qualified member of the Committee.

Ref: <https://www.lantzville.ca/cms/wpattachments/wpID771atID6617.pdf>

District of Lantzville

REPORT TO CHIEF ADMINISTRATIVE OFFICER

Meeting Date: May 8, 2024

SUBJECT: Deployment of One Engine to Assist with the 2024 Wildfire Season

PURPOSE

To gain Council support and approval to deploy an engine to assist with the upcoming 2024 wildfire season if called upon.

RECOMMENDATION

1. THAT Council approves Lantzville Fire Rescue to place one Type 1 engine on the call out list for deployment for the 2024 wildfire season.
2. AND FURTHER THAT Council approves \$5000.00 in funds from the fire department equipment reserve fund to assist with the purchase of items needed to deploy the fire apparatus.
3. AND FURTHER THAT Council directs all surplus funds from the deployment of the engine to be directed to the FIRE DEPARTMENT EQUIPMENT RESERVE and TRUCK REPLACEMENT FUND to be split equally.

ALTERNATIVES AND IMPLICATIONS

That Council does not approve the recommendation.

BACKGROUND/RELEVANT HISTORY

Each year, in preparation of the upcoming wildfire season, the Province of British Columbia puts out a request for local fire departments to add their names to the list of equipment for deployment, should the need arise for more equipment than the Province can provide to combat a wildfire or protect communities throughout British Columbia.

To date, Lantzville Fire Rescue has not deployed any equipment to the wildfires in the years past.

ANALYSIS/RATIONALE

Allowing Lantzville Fire Rescue to deploy an engine and crew to help with the 2024 wildfire season would give the members of the department the opportunity to gain invaluable experience in combating wildfires. This experience could then be used to help the District of Lantzville be better prepared to fight wildfires in our community.

All members of Lantzville Fire Rescue who would be part of the deployment would be fully trained firefighters to complete the tasks that would be assigned to them.

To not deplete members from the Lantzville station, we would allow other qualified firefighters from neighbouring fire departments to deploy along with us.

Part of the agreement that we would enter into with the Province would allow Lantzville to

decide, at the time of request, if we are able to deploy an engine and crew based on our own area's requirements.

To ensure that we have an appropriate coverage of our area we have reached out to our automatic aid partners to confirm they are not sending any equipment away for the 2024 wildfire season. Both of our automatic aid partners have confirmed they will not be sending any equipment away during this time.

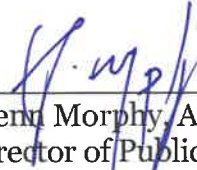
FINANCIAL/BUDGET IMPLICATIONS

By deploying an engine and crew in the upcoming wildfire season, the District would be compensated at an hourly rate of \$49 [previous rate] per firefighter for the use of the truck and crew. The hourly rate may be adjusted for 2024.

Prepared by:

Approved for submission to Council:

Neil Rukus, Fire Chief



Glenn Morphy, Acting CAO/
Director of Public Works

Date: May 1, 2024

Date: May 1, 2024

REVIEWED WITH:			
☒ Corporate Administration	☐ Fire Rescue	☐ Public Works/Engineering	☐ RCMP
☐ Financial Services	☐ Planning	☐ Solicitor	☐ Committee:
☐ Other:			

COUNCIL AGENDA INFORMATION:		
Meeting Type	Date	Agenda Item #
Regular	May 8, 2024	
Closed (In-Camera)		
Special		