

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, May 8, 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* [*arrived at 7:32 pm*]
Councillor Ian Savage

Staff: Glenn Morphy, Acting CAO|Director of Public Works
Delcy Wells, Director of Corporate Administration
Amanda Masse, Planner [*departed at 6:31 pm; joined at 7:10 pm*]
Neil Rukus, Fire Chief [*joined at 7:10 pm; departed at 9:35 pm*]

**Participated electronically*

CALL TO ORDER

The Mayor called the meeting to order at 6:03 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 May 8, 2024, regular Council meeting agenda be adopted, as presented.

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), (f), (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;
- (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;
- (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: 7:10 pm with Mayor Swain and Councillors Jones, Lerner, and Savage in attendance. Also, Acting CAO/Director Morphy, Director Wells, Fire Chief Rukus and Planner Amanda Masse.

START OF CONSENT AGENDA

CONSENT AGENDA

C24-103 MOVED AND SECONDED, THAT the recommendations listed for items 7a) to 7b) in the Consent Agenda be approved.

CARRIED UNANIMOUSLY

C24-103 a) THAT the April 24, 2024, 6:00 pm regular Council meeting minutes be approved, as presented.

CARRIED BY CONSENT

C24-103 b) THAT the April 30, 2024, 4:30 pm special Council meeting minutes be approved, as presented.

CARRIED BY CONSENT

END OF CONSENT AGENDA

PUBLIC INPUT

No written comments were received; no members of the public registered and spoke via Zoom; and one member in the gallery provided public input on the Council agenda.

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

Bylaw No. 341

C24-104 MOVED AND SECONDED, THAT “District of Lantzville Building Bylaw No. 182, 2020, Amendment (Energy Step Code) Bylaw No. 341, 2024” be adopted.

CARRIED UNANIMOUSLY

Bylaw No. 358

C24-105 MOVED AND SECONDED, THAT the Definition of Greenfield Property in Section 2 be removed and replaced with the words “means any parcel of land that does not contain a dwelling or commercial or industrial building affixed to a foundation”; AND FURTHER THAT the Definition of Tree be amended by inserting the word “breast” before the word “height”; AND FURTHER THAT Sections 4e and 4f be amended to add the words “except the cutting down of such trees 18 inches in diameter at breast height requires Council approval”; AND FURTHER THAT Section 4i be deleted; AND FURTHER THAT the General Provisions in Section 5 be amended by inserting a paragraph (a) stating “A tree management plan shall be provided as required in the “District of Lantzville Development Approval Information Area Bylaw No. 183, 2019” in order to determine trees authorized to be removed by a Development Permit or Building Permit issued by the District and numbering the next paragraph as “b”.

Councillor Mundell joined the meeting at 7:32 pm.

MOVED AND SECONDED, THAT “District of Lantzville Tree Protection and Management Bylaw No. 358, 2023” be given second and third reading, as amended.

CARRIED UNANIMOUSLY

C24-106 MOVED AND SECONDED, 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.
CARRIED UNANIMOUSLY

C24-107 MOVED AND SECONDED, 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.
CARRIED UNANIMOUSLY

C24-108 MOVED AND SECONDED, 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.
CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

a) **Pierce Woods Marine Park**
C24-109 MOVED AND SECONDED THAT Item 10a be deferred to the regular meeting of Council on May 22, 2024.
CARRIED UNANIMOUSLY

COMMITTEE/COMMISSION RECOMMENDATIONS - Nil

NEW BUSINESS (Reports and correspondence)

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

Councillor Lerner spoke about attending the Battle of the Atlantic hosted by the Royal Canadian Legion in Parksville and the Newcomers event held to welcome new residents to Nanaimo and informed Council of an appointment to the Vancouver Island Regional Library Finance and Audit Committee.

Councillor Mundell thanked staff and the Rotary Club for the mental health signs on the path between Ware and Aulds Roads.

Mayor Swain spoke about attending the Battle of the Atlantic hosted by the Royal Canadian Legion in Parksville and the importance of involving more youth in such events; thanked staff and the Rotary Club for the mental health signs on the path between Ware and Aulds Roads and spoke about the history resulting in the creation of the mental health signs and additional features to be added such as a memorial bench with a plaque.

C24-110 b) **2022 Annual Water Report**
MOVED AND SECONDED, THAT Council accepts the 2022 Annual Water Report for submission to the Province to comply with reporting requirements.
CARRIED UNANIMOUSLY

C24-111 **2023 Annual Water Report**
MOVED AND SECONDED, THAT Council accepts the 2023 Annual Water Report for submission to the Province to comply with reporting requirements.
CARRIED UNANIMOUSLY

c) **“The Winds” Water Service Update**
A report was provided to update Council on the status of the project.

C24-112 d) **Zoning Bylaw No. 180**
MOVED AND SECONDED, 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.

CARRIED

C24-113 e) **Legion Plaza Plan**
MOVED AND SECONDED, 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.
CARRIED

MOVED AND SECONDED THAT, Council directs staff to purchase for the Legion Plaza, the seven rectangular planters and the three vase-shaped planters on hold at Gardenworks Garden Centre in North Nanaimo, at a cost of \$2,592.42 plus tax, to be funded from the budgeted funds for Village Phase 2 improvements or from the Gas Tax Reserve.

DEFEATED

C24-114 f) **Draft Plan for Village Core Phase 2 Bike Parking**
MOVED AND SECONDED, THAT the Draft Plan for Village Core Phase 2 Bike Parking be deferred to the regular meeting of Council on May 22, 2024.
CARRIED UNANIMOUSLY

C24-115 g) **Nixplay Digital Photo Frame**
MOVED AND SECONDED, 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.
CARRIED

C24-116 h) **Parks and Trails Committee**

MOVED AND SECONDED, 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.

CARRIED

Council voted unanimously to extend the meeting to 9:45 pm.

Councillor Mundell stated a conflict of interest for the next item due to a family member volunteering for the District of Lantzville Fire Department and left the meeting.

C24-117 i) **Deployment of One Engine to Assist with the 2024 Wildfire Season**

MOVED AND SECONDED, 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.

CARRIED UNANIMOUSLY

Councillor Mundell returned to the meeting.
Fire Chief Rukus left the meeting.

INTRODUCTION OF LATE ITEMS

C24-118 MOVED AND SECONDED, THAT a late item regarding an application for the CleanBC Go Electric Public Charger Program be added due to the application deadline being on May 17, 2024.

CARRIED UNANIMOUSLY

C24-119 MOVED AND SECONDED, THAT staff complete and submit a grant application to the CleanBC Go Electric Public Charger Program for two (2) Direct Current Fast Chargers (DCFC).

CARRIED UNANIMOUSLY

C24-120 MOVED AND SECONDED, THAT a late item regarding amendments to the “District of Lantzville Zoning Bylaw No. 180, 2020” to provide staff with direction for the May 22, 2024, regular meeting of Council be added.

CARRIED UNANIMOUSLY

C24-121 MOVED AND SECONDED, THAT WHEREAS Council members attended all three housing summits in Vancouver, and Council has formally considered Part 4 of the Provincial Policy Manual and other provincial “Guidelines” regarding housing legislation at multiple meetings of Council, sought legal advice and welcomed public feedback; AND WHEREAS Lantzville’s lot sizes are big enough to accommodate the mandated

four dwellings per lot at the setbacks, parcel coverage and height set out in the current zoning bylaw; AND WHEREAS page 71 of the Policy Manual “Site Standard C” states “...limiting the creation of unnecessarily large units that will not contribute to improved housing affordability” and Lantzville needs a bigger inventory of affordable small units for singles, starter couples, and units for downsizing seniors with a minimum of stairs; AND WHEREAS Council will receive a staff report on May 22, 2024, containing reasons in good faith for proceeding with site standards in the Small Scale Multi-Unit Housing rezoning that are the same as those set out in the current zoning bylaw and confirming these siting variations from the Manual will not prohibit or restrict the SSMUH density or uses; THEREFORE BE IT RESOLVED THAT Council instructs staff, when staff is preparing amendments to the “District of Lantzville Zoning Bylaw No. 180, 2020” to maintain existing Lantzville site standards, including height, parcel coverage and setback requirements.

CARRIED UNANIMOUSLY

INTRODUCTION OF “NOTICE OF MOTION” - Nil

PUBLIC CLARIFICATION - Nil

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), (f), (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;
- (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;
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- (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: 9:42 pm

MEETING REOPENED: 9:45 pm with Mayor Swain and Councillors Jones, Lerner, Mundell* and Savage in attendance. Also, Acting CAO/Director Morphy and Director Wells.

ADJOURNMENT

MOVED and SECONDED, THAT the May 8, 2024, regular Council meeting be adjourned.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 9:45 pm

Certified Correct:

ORIGINAL SIGNED

Deley Wells, Director of Corporate Administration

Confirmed this 22nd day of May, 2024.

ORIGINAL SIGNED

Mark Swain, Mayor