

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, May 22, 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 6:06 pm*)
Councillor Ian Savage

STAFF: Glenn Morphy, Acting CAO|Director of Public Works
Rose Liu, Director of Finance
Aria Long, Deputy Director of Corporate Administration

CALL TO ORDER

The Mayor called the meeting to order at 6:02pm, 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 22, 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), (d), (e), (g), (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;
- (g) litigation or potential litigation affecting 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: 7:04 pm with Mayor Swain and Councillors Jones, Lerner, Mundell and Savage in attendance. Also, Acting CAO/Director Morphy, Director Liu, and Deputy Director Long.

GENERAL MATTERS (Delegations)

Presentation:

1. Cory Vanderhorst, CPA, CA, Assurance Services, Partner, MNP LLP – Presentation Auditor's Year-End Findings Report & 2023 Draft Audited Annual Financial Statements

C24-122

MOVED AND SECONDED, THAT the draft audited Financial Statements for the District of Lantzville for the year ended December 31, 2023, be approved, as presented by MNP LLP.

CARRIED UNANIMOUSLY

START OF CONSENT AGENDA

CONSENT AGENDA

C24-123

MOVED AND SECONDED, THAT the recommendation listed for item 7a) in the Consent Agenda be approved.

- a) MOVED AND SECONDED, THAT the May 8, 2024, regular Council meeting minutes be approved, as presented.

CARRIED UNANIMOUSLY

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 no members in the gallery provided public input on the Council agenda.

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

C24-124

MOVED AND SECONDED, THAT "District of Lantzville Council Procedure Bylaw No. 141, 2020, Amendment (Sections 6, 18, 19 and 38) Bylaw No. 371, 2024" be given first reading.

CARRIED UNANIMOUSLY

C24-125

MOVED AND SECONDED, THAT "District of Lantzville Council Procedure Bylaw No. 141, 2020, Amendment (Sections 6, 18, 19 and 38) Bylaw No. 371, 2024" be given second and third readings.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

- a) **Draft Plan for Village Core Phase 2 Bike Parking**

C24-126 **MOVED AND SECONDED, THAT Council approves the draft plan included in the agenda for bike parking in the Village Core Phase 2.**
CARRIED UNANIMOUSLY

C24-127 **MOVED AND SECONDED, THAT Council authorize the purchase of six Sunset XS Racks from GoGreenSpoke Bike Parking Solutions, (4 in-ground mount and 2 surface mount, all in Bengal Silver), at the purchase cost of \$5115.49 to be funded from Gas Tax; AND FURTHER THAT, the bike racks be installed in locations as shown in the Schedule A maps as presented during the May 22, 2024, Council meeting; AND FURTHER THAT, the 2 surface mount racks be installed in the two semicircle areas located in front of the pub including installation costs.**
CARRIED UNANIMOUSLY

b) **Draft Schedule A Legion Plaza Plan**
C24-128 **MOVED AND SECONDED, THAT Council instruct staff to post on the District website an invitation for public input of features residents would like to see in the Legion Plaza; AND FURTHER THAT, the link for feedback be included in the next Community Update.**
CARRIED UNANIMOUSLY

NEW BUSINESS (Reports and correspondence)

a) Mayor & Councillors – Verbal Updates

- Council acknowledges the passing of Linda Westby, a long-time resident of Lantzville
- Council also acknowledges Karen Proctor's passing, who previously served on Council for the District last term
- Council thanks first responders on the recent power outage response as well as the Public Works Department who were out at 3:00 am regarding issues associated with the power outages on May 21, 2024

b) **Community Update Newsletter**
C24-129 **MOVED AND SECONDED, THAT the report presented as additional information in the agenda of the May 22, 2024, regular Meeting of Council be included in the June 2024 edition of the Community Update newsletter, under the Council's Corner section.**
CARRIED UNANIMOUSLY

c) **Official Community Plan Amendments**
C24-130 **MOVED AND SECONDED, THAT Council directs staff to present to Council on or before the July 10, 2024, Council meeting, an amended Official Community Plan Bylaw No. 150 containing all of Council's amendments that Council approved on November 8, 2023, February 21, 2024, and April 10, 2024; as well as presenting an amended Zoning Bylaw No. 180 containing the amendments Council approved on May 8, 2024.**
CARRIED UNANIMOUSLY

d) Public Participation Policy No. 3000-9

C24-131

MOVED AND SECONDED, THAT Staff bring forward Policy No. 3000-9 Public Participation Policy, or another such policy if deemed more applicable, for the June 26, 2024, regular meeting of Council for insertion of text that would accomplish the following: for all communication received by the District of Lantzville that is specifically addressed to Mayor and Council, or specific members of Council, that a copy of the communication be provided to Council for reference.

CARRIED UNANIMOUSLY

INTRODUCTION OF LATE ITEMS – Nil

INTRODUCTION OF “NOTICE OF MOTION” – Nil

PUBLIC CLARIFICATION

Joan Macmillan, 7016 Peterson Road, spoke regarding concerns about availability of the public to see letters written to Mayor and Council in the Council agenda packages and to access Mayor and Council directly by letter and not through staff.

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), (g), (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;
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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: 8:04 pm

MEETING REOPENED: 9:30 pm with Mayor Swain and Councillors Jones, Lerner, Mundell and Savage in attendance. Also, Acting CAO/Director Morphy, and Deputy Director Long.

MOVED AND SECONDED, THAT the May 22, 2024, regular Council meeting be adjourned.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 9:31 pm

Certified Correct:

ORIGINAL SIGNED

Deley Wells, Director of Corporate Administration

Confirmed this 12th day of June, 2024.

ORIGINAL SIGNED

Mark Swain, Mayor