

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, May 14, 2025, at 6:00 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC

PRESENT:

Council: Mayor Mark Swain [departed at 7:36 pm; joined at 7:49 pm]
Councillor Joan Jones
Councillor Jonathan Lerner [absent]
Councillor Rachelle Mundell [acting Mayor at 7:36 pm]
Councillor Ian Savage

Staff: Sundance Topham, Interim Chief Administrative Officer
Delcy Wells, Director of Corporate Administration
George Robinson, Director of Planning
Julia Seppola, Director of Financial Services
Glenn Morphy, Director of Public Works
Neil Rukus, Fire Chief
Aria Long, Deputy Director of Corporate Administration
Lindsay Lyons, Administrative Assistant

**participated electronically*

CALL TO ORDER

The Mayor called the meeting to order at 6:01 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

C25-231 MOVED AND SECONDED, THAT the May 14, 2025, Regular Council meeting agenda be adopted as presented.
CARRIED UNANIMOUSLY

GENERAL MATTERS

Mayor and Council Verbal Updates

Councillor Jones commented on the Fire Services Advisory Committee presentation regarding the tariffs on the fire truck industry and the cost of new replacement vehicles. It was also noted that a discussion took place regarding issues on the lack of regulation of fire works sales and the use of them in general and FireSmart noted that the most effective fire-resistant incentives are roof top sprinklers.

START OF CONSENT AGENDA

CONSENT AGENDA

MOVED AND SECONDED, THAT the recommendations listed for items 4a) to 4g) in the Consent Agenda be approved.

- C25-232 MOVED AND SECONDED, THAT "District of Lantzville Zoning Bylaw 180, 2020, Amendment (7131 Peterson Road) Bylaw No. 402, 2025" be adopted.
CARRIED BY CONSENT
- C25-233 MOVED AND SECONDED, THAT the Oct 8, 2024, Community Safety Standing Committee minutes be approved, as presented.
CARRIED BY CONSENT
- C25-234 MOVED AND SECONDED, THAT the March 13, 2025, Parks and Trails Select Committee minutes be received as presented.
CARRIED BY CONSENT
- C25-235 MOVED AND SECONDED, THAT the April. 9, 2025, Special Council meeting minutes be approved, as presented.
CARRIED BY CONSENT
- C25-236 MOVED AND SECONDED, THAT the April. 16, 2025, Committee of the Whole meeting minutes be approved, as presented.
CARRIED BY CONSENT
- C25-237 MOVED AND SECONDED, THAT the April. 16, 2025, Special Council meeting minutes be approved, as presented.
CARRIED BY CONSENT
- C25-238 MOVED AND SECONDED, THAT the April. 23, 2025, Regular Council meeting minutes be approved, as presented.
CARRIED BY CONSENT

END OF CONSENT AGENDA

PUBLIC INPUT

Joan Macmillan, 7016 Peterson Road, spoke regarding grant funds being received by the Regional District of Nanaimo on behalf of the District of Lantzville, and the process for grant funds.

LEGISLATIVE MATTERS

Council Procedure Bylaw No. 141, 2020, Amendment (Public Input and Public Consultation) Bylaw No. 409, 2025.

- C25-239 MOVED AND SECONDED, THAT "District of Lantzville Council Procedure Bylaw 141, 2020, Amendment (Public Input and Public Consultation) Bylaw No. 409, 2025" be given first reading.
CARRIED UNANIMOUSLY

C25-240 MOVED AND SECONDED, THAT “District of Lantzville Council Procedure Bylaw 141, 2020, Amendment (Public Input and Public Consultation) Bylaw No. 409, 2025” be given second reading.
CARRIED UNANIMOUSLY

C25-241 MOVED AND SECONDED, THAT “District of Lantzville Council Procedure Bylaw 141, 2020, Amendment (Public Input and Public Consultation) Bylaw No. 409, 2025” be given third reading.
CARRIED UNANIMOUSLY

District of Lantzville Water System Bylaw No. 140, 2018, Amendment (Schedule “C” Water Conservation Levels) Bylaw No. 411, 2025.

C25-242 MOVED AND SECONDED, THAT “District of Lantzville Water System Bylaw No. 140, 2018, Amendment (Schedule “C” Water Conservation Levels) Bylaw No. 411, 2025” be given first reading.
CARRIED UNANIMOUSLY

C25-243 MOVED AND SECONDED, THAT “District of Lantzville Water System Bylaw No. 140, 2018, Amendment (Schedule “C” Water Conservation Levels) Bylaw No. 411, 2025” be given second reading.
DEFEATED

NEW BUSINESS

May Management Report

C25-244 MOVED AND SECONDED, THAT Council receive the “May Management Report” for information.
CARRIED UNANIMOUSLY

Community Use Building B – Facility Condition Assessment Report

C25-245 MOVED AND SECONDED, THAT Council receive the “Community Use Building B – Facility Condition Assessment Report” for information.
CARRIED UNANIMOUSLY

Lantzville Road Pathway Design

C25-246 MOVED AND SECONDED, THAT Council approve the attached concept drawings for the Lantzville Road Pathway from Huddlestone Road to Tweedhope Road including proposed changes to the Costin Hall parking lot and pedestrian crossing as presented in the May 14, 2025, agenda.
DEFEATED

- C25-247 MOVED AND SECONDED, THAT staff provide council with a costing for the pathway from Huddelstone to the walk of honour with a cement surface similar to the walk of honour; AND FURTHER, THAT a staff report for the parking and upgrades to the existing crosswalk area at Tweedhope Road be presented to council at a future meeting with a source for funding; AND FURTHER, THAT staff give an explanation of the culvert footpath design into Huddelstone park; AND FURTHER, THAT staff continue with work required to complete the trail from Huddelstone to the east end of the walk of honour.
CARRIED UNANIMOUSLY

Harby Road Wellfield – Historical Withdrawal & Production Capacity Review Report

- C25-248 MOVED AND SECONDED, THAT Council receive the “Harby Road Wellfield – Historical Withdrawal & Production Capacity Review report,” as presented in the May 14, 2025, agenda.
CARRIED UNANIMOUSLY
- C25-249 MOVED AND SECONDED, THAT Council direct staff to initiate a Request for Proposals (RFP) process to engage a hydrogeologist to review the Year 2017 Wellfield Capacity Rating calculations and assess what impact the lower groundwater levels experienced in 2020, 2021 and 2022, and the pumping conditions experienced during the summer of 2023 may have on the Capacity Rating Calculation, and to bring the proposed budget required to undertake the study to a future Council meeting for consideration of a potential budget amendment.
CARRIED

Mayor Swain departed Council chambers at 7:36 pm due to concerns regarding legality of the agenda item 10e.

Councillor Mundell assumed the position of acting Mayor at 7:36 pm.

Water Connections and Water Distributions

- C25-250 MOVED AND SECONDED, THAT, pending legal advice, Council directs staff to amend Policy No. 3007-4 Water Connection Priorities Policy as follows:
- a) in Priority 1 after the word house insert “with no water connection that request a water connection or”;
 - b) insert at the end of the document “All requests or applications for water connections for new homes require the approval of Council at its sole discretion.”
- AND FURTHER, THAT Council direct staff to amend any other documents as required to align with this policy.
CARRIED UNANIMOUSLY

- C25-251 MOVED AND SECONDED, THAT, pending legal advice, Council directs staff to amend Bylaw No. 175, 2020, in Section 4 Standards for Water Distribution Systems, in section 4.1 as follows:
- a) strike “shall” and insert “may”;
 - b) strike “the Municipality” and insert “Council at its sole discretion”
 - c) after “Director of Public Works” insert “regards technicalities”

AND FURTHER, THAT Council direct staff to amend any other documents as required to align with this policy.

CARRIED UNANIMOUSLY

Mayor Swain joined the meeting at 7:49 pm and resumed the position of Mayor.

UBCM Next Generation 911 – Grant Application 2025

- C25-252 MOVED AND SECONDED, THAT Council approves the Regional District of Nanaimo to apply for, manage, administer and be the recipient for all the grant funds on behalf of the District of Lantzville for the 2025 grant application of the Union of British Columbia Municipalities for the Next Generation 911 funding stream.

CARRIED UNANIMOUSLY

North Road Capital Budget

- C25-253 MOVED AND SECONDED, THAT the District of Lantzville’s 2025 capital budget and related 2025 – 2029 Financial Plan to be amended to include the North Road work at a cost of \$100,000 with funding coming from the Transportation Infrastructure Reserve.

CARRIED UNANIMOUSLY

MOTION TO CLOSE THE MEETING TO THE PUBLIC 7:52 pm

- C25-254 MOVED AND SECONDED, THAT the regular Council meeting be closed to the public, pursuant to sections 90(1) (a), (c), (d), and (j) 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.
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

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

MEETING CLOSED TO THE PUBLIC: 7:52 pm

MEETING REOPENED TO THE PUBLIC: 9:22 pm

ADJOURNMENT

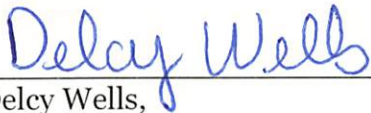
C25-255

MOVED AND SECONDED, THAT the May 14, 2025, Regular Council meeting be adjourned.

CARRIED UNANIMOUSLY

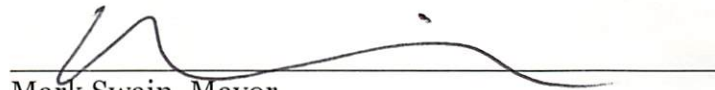
MEETING ADJOURNED: 9:22 pm

Certified Correct:



Delcy Wells,
Deputy Director of Corporate Administration

Confirmed this 23rd day of July, 2025.


Mark Swain, Mayor
Rachelle Mundell, Acting Mayor