Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, July 16, 2025, at 6:00 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC

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

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

**participated electronically*

CALL TO ORDER

The Mayor called the meeting to order at 6:55 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

C25-290 MOVED AND SECONDED, THAT the July 16, 2025, Regular Council meeting agenda be adopted, as amended by striking agenda item 4b) and adding to agenda item Public Input 10C.
CARRIED UNANIMOUSLY

GENERAL MATTERS

Mayor and Council Verbal Updates

Councillor Mundell reminded residents that it is hot and dry, and to be fire smart and aware of potential of risks and hazards.

Councillor Savage noted that the reflective signs are all spoken for. More address signs visible around Lantzville make it easier for everyone to find houses with signs near the road.

Councillor Lerner updated Council regarding the Vancouver Island Regional Library and the scheduled audit and finance committee meeting next week with the final proposal regarding the 2026 financial plan and budget process.

Mayor Swain attended the open house put on by Lantzville's local MLA regarding the long-term care facility. The design for the facility is going through a third iteration and will be going to the Treasury Board for provincial approval. It was noted that the number of units could range from 250-306.

START OF CONSENT AGENDA

CONSENT AGENDA

C25-291 MOVED AND SECONDED, THAT "District of Lantzville Zoning Bylaw No. 180, 2020 Amendment (Future Old Growth) Bylaw No. 383, 2025" be adopted.
CARRIED BY CONSENT

C25-292 MOVED AND SECONDED, THAT the "District of Lantzville Traffic and Parking Regulations Bylaw No.28, 2024, Amendment (Highway Restrictions) Bylaw No. 406, 2025" be adopted.
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.

NEW BUSINESS

Public Works Facility and Fire Training Area

C25-293 MOVED AND SECONDED, THAT Staff prepare a report for Council's consideration of a site plan including funding sources and financing options for a new Public Works yard, with various location and fire department training area to be sited on the municipal property at 7915 Clark Drive West.
CARRIED UNANIMOUSLY

C25-294 MOVED AND SECONDED, THAT Council direct staff to proceed with applying for a 7-million-dollar grant that has recently become available for a new fire hall.
CARRIED UNANIMOUSLY

Costin Hall Parking Lot Expansion

C25-295 MOVED AND SECONDED, THAT Council refer the following motion to a future Committee of the Whole meeting to be considered with future Community Use Building B planning:

"THAT Council directs Staff to prepare for Council's consideration a parking lot design utilizing the Lantzville Road Streetscape Concept Design; And FURTHER, THAT the funding be taken from the General Capital Reserve."
CARRIED UNANIMOUSLY

Tennis Court

C25-296 MOVED AND SECONDED, THAT Council direct staff to investigate the availability and eligibility of the Tennis Canada/National Bank grant program for restoring Lantzville's Tennis Courts; AND BE IT FURTHER RESOLVED, THAT staff report back to Council with details and options for this grant prior to the 2026-2030 Financial Plan process, for Council's consideration.
CARRIED UNANIMOUSLY

Lantzville Road Bollards

C25-297 MOVED AND SECONDED, THAT the following motion be postponed until the traffic study report is received by Council;

"THAT Council direct staff to investigate options, such as removable bollards at the sidewalk entrance(s), and provide a report to Council with recommendations, options, and costing, for consideration and potential further direction."
CARRIED UNANIMOUSLY

Lantzville Road at Blood's Creek Culvert Replacement

C25-298 MOVED AND SECONDED, THAT Council approves a budget amendment of $58,185.00 coming out of the Community Works Reserve Fund to carry out the Lantzville Road at Blood's Creek geotechnical report and pre-engineering (including Hydrotechnical Engineering support).
CARRIED UNANIMOUSLY

C25-299 MOVED AND SECONDED, THAT Council authorize staff to engage Tetra Tech Canada Inc in providing a geotechnical subsurface investigation for the Lantzville Road at Blood's Creek Culvert Replacement Project.
CARRIED UNANIMOUSLY

C25-300 MOVED AND SECONDED, THAT Council authorize staff to engage Northwest Hydraulic Consultants Ltd in providing hydrotechnical engineering support for the Lantzville Road at Blood's Creek Culvert Replacement Project.
CARRIED UNANIMOUSLY

C25-301 MOVED AND SECONDED, THAT staff be authorized to use the engineering firm of their choice and initiate the process of replacing bloods creek culvert with the tender process and results to be presented to Council with funding coming from the Community Works Fund.
CARRIED UNANIMOUSLY

Leak Adjustment

C25-302 MOVED AND SECONDED, THAT Council authorizes Administration to approve a leak adjustment for a utility account that is more than 18 months old for account 006-08027600-000, not to exceed 45 months.
CARRIED UNANIMOUSLY

Councillor Lerner departed the meeting at 8:53 pm.

INTRODUCTION OF LATE ITEMS

C25-303 MOVED AND SECONDED, THAT council directs staff to remove for the current proposed draft of Official Community Plan amendments, before the July 22, 2025, OCP Open House, the following new proposed amendment:

"5.27 Residential

2. For the purposes of further subdivision of land, where municipal water and sewer services are available, a density of 50 units per hectare (5 units on a 0.1 hectare parcel) shall be permitted. The minimum lot size is 800 m2 (0.19 acres). For lands outside the Village area without both municipal water and sewer services the gross development density of areas designated Residential is 5 units per hectare (2 units per acre)."
CARRIED

THAT Council direct staff to reword the section of the draft Official Community Plan amendment in previous section 5.27 Residential, Subsection 2, to list densities for each zone for clarity.
CARRIED UNANIMOUSLY

C25-304 MOVED AND SECONDED, THAT Council extend the meeting until 9:45 pm.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

C25-305 MOVED AND SECONDED, THAT the regular Council meeting be closed to the public, pursuant to sections 90(1) (d), (i) and (n), of the Community Charter, for the purpose of considering:

(d) the security of the property of the municipality;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(n) the consideration of whether the authority under section 91 *[other persons attending closed meetings]* should be exercised in relation to a council meeting.

MEETING CLOSED TO THE PUBLIC: 9:30 pm

MEETING REOPONED TO THE PUBLIC: 9:44 pm

ADJOURNMENT

C25-306 MOVED AND SECONDED, THAT the July 16, 2025, Regular Council meeting be adjourned.
CARRIED UNANIMOUSLY

MEETING ADJOURNED: 9:44 pm

Certified Correct:

Delcy Wells

Delcy Wells, Director of Corporate Administration

Confirmed this 3rd day of September 2025.

Mark Swain, Mayor