

**Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, September 3, 2025, at 6:00 pm in the Council Chamber, Municipal Hall - 2nd Floor, 7192 Lantzville Road, Lantzville, BC**

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**PRESENT:**

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

**Staff:** Delcy Wells, Director of Corporate Administration  
George Robinson, Director of Planning  
Matt Woods, Deputy Director of Public Works  
Neil Rukus, Fire Chief  
Lindsay Lyons, Administrative Assistant

*\*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**

C25-xx

MOVED AND SECONDED, THAT the September 3, 2025, Regular Council meeting agenda be adopted, as amended, by striking agenda items 9c, 11a, and 11c as well as adding public input regarding agenda item 8a.  
**CARRIED UNANIMOUSLY**

**CORRESPONDENCE - NIL**

**GENERAL MATTERS**

**Mayor and Council Verbal Updates**

Councillor Savage advised he has been following up on potential grants resulting from the Federal Municipal Convention in Ottawa, and they will be brought forward at a later date.

**START OF CONSENT AGENDA**

**CONSENT AGENDA**

MOVED AND SECONDED, THAT the recommendations listed for items 5a) to 5f) in the Consent Agenda be approved.

- C25-xx            MOVED AND SECONDED, THAT the May 13, 2025, Community Safety Standing Committee revised meeting minutes be approved, as presented.  
**CARRIED BY CONSENT**
- C25-xx            MOVED AND SECONDED, THAT the May 15, 2025, Parks and Trails Select Committee meeting minutes be approved, as presented.  
**CARRIED BY CONSENT**
- C25-xx            MOVED AND SECONDED, THAT the July 16, 2025, Regular Council meeting minutes be approved as presented.  
**CARRIED BY CONSENT**
- C25-xx            MOVED AND SECONDED, THAT the July 16, 2025, Committee of the Whole meeting minutes be approved as presented.  
**CARRIED BY CONSENT**
- C25-xx            MOVED AND SECONDED, THAT the July 23, 2025, Regular Council meeting minutes be approved as presented.  
**CARRIED BY CONSENT**
- C25-xx            MOVED AND SECONDED, THAT the July 30, 2025, Special Council meeting minutes be approved as presented.  
**CARRIED BY CONSENT**

## **END OF CONSENT AGENDA**

## **PUBLIC INPUT**

Joan McMillan, 7016 Pederson Road, noted concerns regarding incorrect minutes from the May 13, 2025, Community Safety Standing Committee. It was noted that there has been no notification or corrections, and that it is unfair to have incorrect information approved by Council.

Hans Larsen, 7010 Owen Road, spoke regarding agenda item 8b and wished for clarification on the notification of publication portion as it is not clear whether it will supersede a bylaw. The bylaw should not supersede putting a physical sign on the affected property.

Ted Shermani, 7012 Ocean View Place, was notified by mail regarding the Sabrina Place variance request and is opposed to the variance due to the height. The recommendation from planning is not to support the variance with Ted noting it would impact views.

Josh Wynia, 7090 Copley Ridge Drive, spoke on behalf of lot 7132 Sabrina Place, and the current challenges with the lot. Josh noted they did not want to impact anyone in the neighborhood. The current pitch of the roof is a metre higher than the current bylaw allows and options are limited due to parking as well as other challenges. Joash advised they do not think it will impact neighbours' views. They have been working on this for a long time and are looking to move into the neighborhood to be close to the elementary school.

## **LEGISLATIVE MATTERS**

### **Development Variance Permit Application for 7132 Sabrina Place**

C25-xx THAT issuance of Development Variance Permit NO. DVP25-04 for 7132 Sabrina Place to vary Section 1.1 – Residential 1 Zone (R1) of Zoning Bylaw No. 180 by increasing the maximum height permitted for a primary structure from 8 metres to 9.2 metres be denied.

**CARRIED UNANIMOUSLY**

### **District of Lantzville Alternative Notification Bylaw (A Bylaw to provide for alternative means of publication) No. 415, 2025**

C25-xx MOVED AND SECONDED, THAT District of Lantzville Alternative Notification Bylaw (A Bylaw to provide for alternative means of publication) No. 415, 2025, be given first reading.

**CARRIED**

C25-xx MOVED AND SECONDED, THAT District of Lantzville Alternative Notification Bylaw (A Bylaw to provide for alternative means of publication) No. 415, 2025, be given second reading.

**CARRIED.**

C25-xx MOVED AND SECONDED, THAT District of Lantzville Alternative Notification Bylaw (A Bylaw to provide for alternative means of publication) No. 415, 2025, be given third reading.

**CARRIED**

## **UNFINISHED BUSINESS**

### **2<sup>nd</sup> Quarterly Financial Report**

C25-xx THAT Council receives for information the “2<sup>nd</sup> Quarterly Financial Report” as attached to the September 3, 2025, Council meeting agenda.

**CARRIED UNANIMOUSLY**

### **Volunteer Program**

C25-xx MOVED AND SECONDED, THAT the following motion be referred to the September 17, 2025, Regular Council Meeting:

“THAT the 2026 to 2030 five-year financial plan incorporates additional staff time to support the volunteer program.”

**CARRIED UNANIMOUSLY**

## **COMMITTEE/COMMISSION RECOMMENDATIONS – NIL**

## **NEW BUSINESS**

### **Nanaimo Ladysmith Public Schools Board of Education**

C25-xx MOVED AND SECONDED, THAT Council affirm its support for the Nanaimo Ladysmith Public School Board of Education's request that funding for a new build of Nanaimo District Secondary School (NDSS) be included in the next provincial budget; AND BE IT FURTHER RESOLVED THAT Council directs staff to submit a letter of support for this provincial funding in a format helpful to Nanaimo Ladysmith Public Schools Board of Education on behalf of Council and the District of Lantzville.  
**DEFEATED**

### **Tree Planting Development Plan**

C25-xx MOVED AND SECONDED, THAT Council direct staff at their discretion to apply for the Federal "Growing Canada's Community Canopies Plans and Study Grant" opening in October 2025 and the "Federal Adaptation in Action Feasibility Study" Grant as detailed at the September 3, 2025, Council meeting.  
**CARRIED UNANIMOUSLY**

### **Fire Training Grounds**

C25-xx MOVED AND SECONDED, THAT Council receive the report titled "Fire Training Grounds" as attached to the September 3, 2025, agenda for updated costing and information.  
**CARRIED UNANIMOUSLY**

### **Fire Hall Replacement and Resilience Update**

C25-xx MOVED AND SECONDED, THAT Council approve the submission of the Lantzville Fire Hall Replacement and Resilience Project application to the Union of BC Municipalities 2025 Strategic Priorities Fund – Capital Infrastructure Stream.  
**CARRIED UNANIMOUSLY**

C25-xx MOVED AND SECONDED, THAT Council confirm that the District will be responsible for funding any cost overruns to ensure full delivery of the project.  
**CARRIED UNANIMOUSLY**

C25-xx MOVED AND SECONDED, THAT Council direct staff to bring forward an amendment to the 2025-2029 Financial Plan Bylaw to incorporate the \$13,713,000 Fire Hall Replacement Program funded through:

- Strategic Priorities Fund Grant (\$7,000,000)
- Municipal Finance Authority borrowing (\$6,663,000)
- District reserves (\$50,000)

**CARRIED UNANIMOUSLY**

## **INTRODUCTION OF LATE ITEMS**

### **Legal Opinion on Amenity Land**

C25-xx

MOVED AND SECONDED, THAT Council direct staff to get a legal opinion on the limits of uses on this 5 acre parcel with consideration that the land was acquired as an amenity from the Clark Medd development, and specifically ask about selling a portion of the land for an office building where some of the space could be leased back by District staff and the sale of the land could help fund the new firehall.

**CARRIED UNANIMOUSLY**

## **INTRODUCTION OF “NOTICE OF MOTION”**

For the agenda of the September 17, 2025, Regular Meeting of Council:

THAT Council directs staff to include opportunities for public input on revitalizing amenities of Copley Park, such as replacing the bike rack, repairing the basketball nets, and possibly adding a volleyball area, as part of the 2026 - 2030 Financial Plan process; AND FURTHER THAT these Copley Park options all be referred to the Parks & Trails Committee for feedback ahead of the 2026-2030 Financial Plan process, with the aim of incorporating the desired work into the 2026 budget.

## **MOTION TO CLOSE THE MEETING TO THE PUBLIC**

C25-xx

MOVED AND SECONDED, THAT the regular Council meeting be closed to the public, pursuant to sections 90(1) (a), (c), (d) 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.
- (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**

Following adoption of the above motion, the meeting was closed to the public

**MEETING CLOSED TO THE PUBLIC: 8:07 pm**

**NO VOTE WAS TAKEN TO EXTEND THE MEETING**

**MEETING WAS LOST AT 9:30 PM – PROCEDURE BYLAW CLAUSE 38(1)**

Certified Correct:

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Delcy Wells,  
Deputy Director of Corporate Administration

Confirmed this 8<sup>th</sup> day of October, 2025.

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Mark Swain, Mayor