

Minutes of the Regular Meeting of Council of the District of Lantzville held on Wednesday, October 22, 2025, 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
Councillor Ian Savage

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

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-xx

MOVED AND SECONDED, THAT the October 22, 2025, Regular Council meeting agenda be adopted, as amended, to remove agenda items 6c and 6d with an additional late item regarding a grant application for the tennis courts.

CARRIED UNANIMOUSLY

CORRESPONDENCE

GENERAL MATTERS

Mayor and Council Verbal Updates

Councillor Jones, spoke regarding the previous Parks and Trails Committee meeting and the attendance of the active transportation consultants. A survey can be accessed on the District website regarding active transportation. There has been collaboration with the Committee in areas where there is overlap, and the Committee is hoping to have a second meeting with the active transportation consultants.

Mayor Swain noted that the Lantzville Volunteer Firefighter's Association t-shirts are currently for sale. Monies raised to go toward ongoing projects for the Lantzville Volunteer Firefighter's Association.

START OF CONSENT AGENDA

CONSENT AGENDA

- C25-xx MOVED AND SECONDED, THAT “District of Lantzville 2026-2030 Property Tax Exemption Bylaw No. 417, 2025” be adopted.
CARRIED BY CONSENT
- C25-xx MOVED AND SECONDED, THAT “District of Lantzville Officers, Indemnification, and Delegation Bylaw No. 172, 2018, Amendment (Delegated Authority) Bylaw No. 418, 2025” be adopted.
CARRIED BY CONSENT
- C25-xx MOVED AND SECONDED, THAT the September 17, 2025, Regular Council meeting minutes be approved, as presented.
CARRIED BY CONSENT

END OF CONSENT AGENDA

PUBLIC INPUT

No members of the gallery wished to speak, and no member of the public registered to speak remotely.

LEGISLATIVE MATTERS

Councillor Mundell entered council chambers at 6:07 pm.

District of Lantzville Fire Protection Services Bylaw No. 185, 2019, Amendment (Operational Policy District of Lantzville) Bylaw No. 419, 2025

- C25-xx MOVED AND SECONDED, THAT “District of Lantzville Fire Protection Services Bylaw No. 185, 2019, Amendment (Operational Policy District of Lantzville) Bylaw No. 419, 2025” be given first reading.
CARRIED UNANIMOUSLY
- C25-xx MOVED AND SECONDED, THAT “District of Lantzville Fire Protection Services Bylaw No. 185, 2019, Amendment (Operational Policy District of Lantzville) Bylaw No. 419, 2025” be given second reading.
CARRIED UNANIMOUSLY
- C25-xx MOVED AND SECONDED, THAT “District of Lantzville Fire Protection Services Bylaw No. 185, 2019, Amendment (Operational Policy District of Lantzville) Bylaw No. 419, 2025” be given third reading.
CARRIED UNANIMOUSLY

COMMITTEE/COMMISSION RECOMMENDATIONS

Accessibility Advisory Committee

C25-xx MOVED AND SECONDED, THAT Council refer the following motion back to the Accessibility Advisory Committee:

“THAT Council direct the Committee to compile an ongoing priority list for improved items to recommend to Council.”

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council refer the following motion back to the Accessibility Advisory Committee:

“THAT Council direct the Committee to ensure the priority list for the Committee encourages more accessibility features in some new Lantzville housing.”

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council direct staff to create an “Event Application Form” that includes accessibility considerations.

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council direct staff to apply to the SPARC BC grant “Local Community Accessibility Grant Program” with the intention to use the funds for accessible upgrades in Huddlestone Park, with any remaining funds directed towards an accessible pathway from the washroom to the parking lot and other accessible pathways and other needed accessible projects.

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council receive the Committee’s comments regarding the Huddlestone Park accessible playground layout for information.

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council direct staff to prepare a request for quote regarding the purchase of accessible mats as well as any parking and access improvements needed to complete the scope of the project “Beach Accessibility & Mobi-Mats”.

CARRIED UNANIMOUSLY

NEW BUSINESS

Joint Application for SCBA Pack & Equipment

C25-xx MOVED AND SECONDED, THAT Council authorize the submission of a regional grant application to the Union of BC Municipalities (UBCM), Community Emergency Preparedness Fund (CEPF), for a total of \$150,000 for the 2025 Volunteer & Composite Fire Department Equipment and Training Grant.

CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council authorize the Regional District of Nanaimo to apply for, receive and manage the CEPF 2025 Volunteer & Composite Fire Department Equipment and Training Grant on behalf of the District of Lantzville.
CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council approve \$15,000 from the Equipment Reserve Fund to fund the additional cost of the washing machine not funded under this grant application.
CARRIED UNANIMOUSLY

Grant Application for Harwood Reservoir

C25-xx MOVED AND SECONDED, THAT Council of the District of Lantzville endorses an application for a Rural Economic Diversification and Infrastructure Program (REDIP) grant to expand the Harwood Reservoir.
CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT the Storage Reservoir upgrades as recommended in the July 2025 Koers Engineering DCC technical report be included in Capital Planning discussions for the 2026-2030 Financial Plan.
CARRIED UNANIMOUSLY

Millard Drive & Lynn Drive Watermain Upgrade Tender Award

C25-xx MOVED AND SECONDED, THAT Council direct staff to amend the 2025-2029 Financial Plan to increase the funding to the Millard Drive & Lynn Drive Watermain Upgrade Project from \$600,000 to \$903,000, which includes the tender contract costs, field services and contract administration, to be funded from the Water Capital Reserve Fund.
CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council direct staff to amend the 2025-2029 Financial Plan to withdraw the following capital projects: Slip Gate Replacement, Valve Replacement and Water Flush Out Valve repairs and return the funding of \$215,000 back to the Water Capital Reserve Fund.
CARRIED UNANIMOUSLY

C25-xx MOVED AND SECONDED, THAT Council direct staff to award David Stalker Excavating Ltd. Millard Drive and Lynn Drive Watermain Upgrade Project Contracts 1 & 2 as per recommendation from Koers & Associates Engineering Ltd.
CARRIED UNANIMOUSLY

INTRODUCTION OF LATE ITEMS

Councillor Savage departed the meeting at 7:07 pm

C25-xx

MOVED AND SECONDED, THAT Council treat the National Bank *Play Your Court* Program Application as a late item.
CARRIED UNANIMOUSLY

Councillor Savage joined the meeting at 7:08 pm

Council Resolution – National Bank *Play Your Court* Program Application

WHEREAS the District of Lantzville recognizes the importance of providing accessible and inclusive recreational opportunities that promote physical activity, community well-being, and social connection;

AND WHEREAS the District's only public tennis court, located adjacent to Seaview Elementary School, has been closed due to surface deterioration and requires revitalization to restore safe community access;

AND WHEREAS the National Bank *Play Your Court* program, administered by Tennis Canada, provides grant funding to municipalities to assist in the revitalization of public outdoor tennis courts across Canada;

THEREFORE BE IT RESOLVED THAT Council supports the District of Lantzville's application to the National Bank *Play Your Court* program for funding to revitalize the Lantzville Tennis Court;

AND BE IT FURTHER RESOLVED THAT Council commits to:

1. Entering into a contribution agreement with Tennis Canada and National Bank, including acceptance of the sponsorship and naming rights terms associated with the *Play Your Court* program;
2. Providing the necessary municipal funding contribution as identified in the application; and
3. Maintaining and operating the Lantzville Tennis Court as a publicly accessible recreational facility for the long term.

CARRIED UNANIMOUSLY

RECESSED: 7:12 PM

RECONVENED: 7:17 PM

C25-xx

MOVED AND SECONDED, THAT Council treat the following motions regarding the Design Select Committee Appointments and the Accessibility Advisory Committee Appointments as late items.
CARRIED UNANIMOUSLY

Design Select Committee Appointments

C25-xx

MOVED AND SECONDED, THAT Councillor Savage be appointed as the Chair of the Design Select Committee.
CARRIED UNANIMOUSLY

C25-xx **MOVED AND SECONDED, THAT Councillor Mundell be appointed as the
Alternate Chair of the Design Select Committee.
CARRIED UNANIMOUSLY**

Accessibility Advisory Committee Appointments

C25-xx **MOVED AND SECONDED, THAT Councillor Mundell be appointed as the Chair
of the Accessibility Advisory Committee.
CARRIED UNANIMOUSLY**

**MOVED and SECONDED, THAT Councillor Savage be appointed as the alternate
Chair of the Accessibility Committee.
CARRIED UNANIMOUSLY**

INTRODUCTION OF “NOTICE OF MOTION”

“THAT the tree bylaw and the DPA1 watercourse protection be reviewed for loopholes.”

PUBLIC CLARIFICATION

ADJOURNMENT

C25-xx **MOVED AND SECONDED, THAT the October 22, 2025, Regular Council
meeting be adjourned.
CARRIED UNANIMOUSLY**

MEETING ADJOURNED: 7:31 pm

Certified Correct:

Delcy Wells, Deputy Director of Corporate Administration

Confirmed this 26th day of November, 2025.

Mark Swain, Mayor