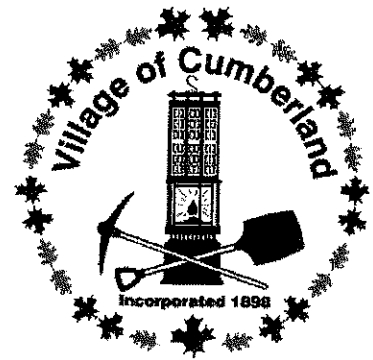


# REGULAR AGENDA



## CORPORATION OF THE VILLAGE OF CUMBERLAND

### MEETING NO. 04/12/R

Regular Meeting of Council to be held Monday, February 27<sup>th</sup>, 2012 at 5:30 p.m. in the Village Council Chambers.

### AGENDA

Page#

1. ANNOUNCEMENTS  
Nil
2. APPROVAL OF AGENDA
  - 2.1 Agenda for Regular Council Meeting, February 27<sup>th</sup>, 2012.  
***Recommend THAT Council approve the Agenda for the Regular Council Meeting, February 27<sup>th</sup>, 2012.***
3. ADOPTION OF MINUTES OF COUNCIL MEETING
  - 3.1 Minutes of the regular meeting held Monday, February 13<sup>th</sup>, 2012  
***Recommend THAT Council approve the minutes of the regular Meeting held February 13<sup>th</sup>, 2012.***
4. INTRODUCTION OF LATE ITEMS  
Nil
5. MOTIONS AND RESOLUTIONS
  - 5.1 Notice of an in camera meeting under the provisions of Section 90 (1) (c) (i) & (k) of the Community Charter.  
Notice is hereby given that an in camera meeting closed to the Public will be held at the conclusion of the regular meeting to consider:
    - labour relations or other employee relations;
    - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

- 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.

***Recommend THAT notice is hereby given that pursuant to Section 90 (1) (c) (i) & (k) of the Community Charter an in camera meeting closed to the public will be held at the conclusion of the regular meeting to consider:***

- ***labour relations or other employee relations;***
- ***the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and***
- ***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.***

6. DELEGATIONS

6.1 David Black, President, COPE 378

- Smart Meters

***Recommend THAT Council receive the delegation of David Black, President, COPE 378 re: Smart Meters.***

6.2 Bill MacGougan, BC Assessment

- The Assessment process

***Recommend THAT Council receive the delegation of Bill MacGougan, BC Assessment re: the Assessment process.***

7. UNFINISHED BUSINESS

Nil

8. CORRESPONDENCE

8.1 John Duncan, PC, MP, Minister of Aboriginal Affairs and Northern Development

- Canada-European Union Comprehensive Economic and Trade Agreement (CETA) negotiations.

***Recommend THAT Council receive the January 18<sup>th</sup>, 2012 letter from John Duncan, PC, MP, Minister of Aboriginal Affairs and Northern Development re: Canada-European Union comprehensive Economic and Trade Agreement (CETA) negotiations.***

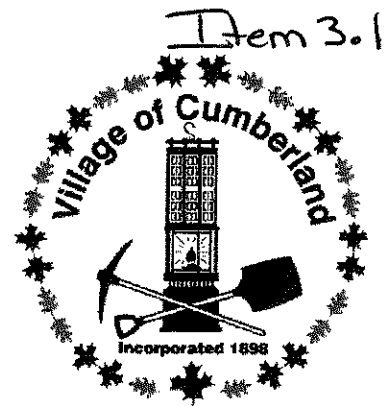
- 8.2 Vancouver Island Regional Library 15
- Minutes of January 28<sup>th</sup>, 2012 Annual General Meeting
- Recommend THAT Council receive the January 28<sup>th</sup>, 2012 letter from the Vancouver Island Regional Library re: Minutes of January 28<sup>th</sup>, 2012 Annual General Meeting.***
- 8.3 Andrew Gower, Imagine Comox Valley 19
- Car Free Sunday 2012 Comox Valley
- Recommend THAT Council receive the February 8<sup>th</sup>, 2012 letter from Andrew Gower, Imagine Comox Valley re: Car Free Sunday 2012 Comox Valley.***
- 8.4 Vera Lynn Moan, Resident 21
- Coal Valley Phase 4 options
- Recommend THAT Council receive the February 8<sup>th</sup>, 2012 email from Vera Lynn Moan, Resident re: Coal Valley Phase 4 options.***
- 8.5 J.W. (Bill) Gibbings, Staff Sergeant, A/Officer in Charge, CV RCMP 22
- Comox Valley RCMP Monthly Policing Report – January, 2012
- Recommend THAT Council receive the February 9<sup>th</sup>, 2012 letter from J.W. (Bill) Gibbings, Staff Sergeant, A/Officer in Charge, CV RCMP re: Comox Valley RCMP Monthly Policing Report – January, 2012.***
- 8.6 EM (Bunny) Shannon, President, CV Social Planning Society 24
- Request for liaison
- Recommend THAT Council receive the February 9<sup>th</sup>, 2012 letter from EM (Bunny) Shannon, President, CV Social Planning Society re: Request for liaison.***
- 8.7 John DeC. Evans, President, Trilogy 25
- Colliery Trail Bridge – Village of Cumberland Historic Park Advisory Committee
- Recommend THAT Council receive the February 13<sup>th</sup>, 2012 letter from John DeC. Evans, President, Trilogy re: Colliery Trail Bridge – Village of Cumberland Historic Park Advisory Committee.***
- 8.8 John DeC. Evans, President, Trilogy 26
- Taiwanese Lantern Festival – Village of Cumberland
- Recommend THAT Council receive the February 13<sup>th</sup>, 2012 letter from John DeC. Evans, President, Trilogy re: Taiwanese Lantern Festival – Village of Cumberland.***

- 8.9 Nigel Marsh, President and Conference Director, 27  
Greening Government  
• Invitation to be a keynote speaker at the Annual Greening Government conference  
***Recommend THAT Council receive the February 14<sup>th</sup>, 2012 letter from Nigel Marsh, President and conference Director, Greening Government re: Invitation to be a keynote speaker at the Annual Greening Government conference.***
- 8.10 John Rowlandson, Velo Village Team Lead, 29  
Island Pathways, Salt Spring Island  
• Provincial Investment in rural cycling infrastructure  
***Recommend THAT Council receive the February 15<sup>th</sup>, 2012 email from John Rowlandson, Velo Village Team Lead, Island Pathways, Salt Spring Island re: Provincial Investment in rural cycling infrastructure.***
- 8.11 Jim Garlick, Mayor, District of Coldstream 32  
• Expert Panel Review of Business Taxation and Local Government Revenue Sources Review  
***Recommend THAT Council receive the February 16<sup>th</sup>, 2012 letter from Jim Garlick, Mayor, District of Coldstream re: Expert Panel Review of Business Taxation and Local Government Revenue Sources Review.***
- 8.12 Ernie Daykin, Mayor, District of Maple Ridge 33  
• Option for refusal of Smart Meters  
***Recommend THAT Council receive the February 17<sup>th</sup>, 2012 letter from Ernie Daykin, Mayor, District of Maple Ridge re: the Option for refusal of Smart Meters.***
9. REPORTS
- 9.1 Village of Cumberland Official Community Plan Review Process 34  
Prepared by Judith Walker, Senior Planner  
i) ***Recommend THAT Council receive the Village of Cumberland Official Community Plan Review Process report for information.***  
  
(ii) ***Recommend THAT Council consider Option 2: Review and Revise for the OCP review process.***

- 9.2 Engineering update on Coal Creek Well design 38  
Prepared by Bob Hoffstrom, P.Eng., Village Engineer  
***Recommend THAT Council receive the Engineering update on Coal Creek Well design report for information.***
- 9.3 2012-2014 Small Community Grant Agreement 41  
Prepared by Michelle Mason, Financial Officer  
i) ***Recommend THAT Council receive the 2012-2014 Small Community Grant Agreement report for information.***  
ii) ***Recommend THAT the Council of the Corporation of the Village of Cumberland approve the CAO/Corporate Officer to sign the attached Strategic Community Investment Funds Agreement before March 23, 2012.***
- 9.4 February 20, 2012 Committee of the Whole Meeting 48  
Recommendations  
***9.4.1 Chamber of Commerce Budget Request***  
***Recommend THAT Staff request the Chamber of Commerce to provide a year-end budget report to the Village of Cumberland by March 2<sup>nd</sup>, 2012 for the budget process.***  
***9.4.2 Village of Cumberland Commissions***  
***Recommend THAT Staff do some research and report back to Council by the first Council meeting in March on different types of Parks Commissions, Advisory Planning Commissions and Heritage Commissions that would be applicable to the Village of Cumberland.***  
***9.4.3 Village of Cumberland Commissions – Financial Estimates***  
***Recommend THAT Staff provide an estimate of the financial commitment to the Village of Cumberland for a single commission with one Staff member that meets six times per year, and include this estimate in the commission report.***
- 9.5 Electronic Fund Transfers and Cheque Register - January 1, 2012 49  
to January 31, 2012.  
***Recommend THAT the Electronic Fund Transfers and Cheque Register reports for the period of January 1, 2012 to January 31, 2012 be received for information.***

- 9.6 Outstanding Action Items Report 53  
***Recommend THAT the Outstanding Action Items report be received for information.***
10. BYLAWS  
Nil
11. NEW BUSINESS
- 11.1 Pink Shirt Day 59  
Verbal report by Mayor Baird.
- 11.2 Regional District Update  
Verbal update from Village CVRD representatives.
12. QUESTION PERIOD
13. ADJOURNMENT  
***Recommend THAT pursuant to Section 90(1) (c) (i) & (k) of the Community Charter Council adjourn into a closed meeting to consider:***
- ***labour relations or other employee relations;***
  - ***the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and***
  - ***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.***

# REGULAR MINUTES



## CORPORATION OF THE VILLAGE OF CUMBERLAND

### MEETING NO. 03/12/R

Regular Meeting of Council held Monday, February 13<sup>th</sup>, 2012 at 5:30 p.m. in the Village Council Chambers.

#### COUNCIL

Mayor Leslie Baird  
Councillor Roger Kishi  
Councillor Kate Greening  
Councillor Conner Copeman

#### STAFF

Sundance Topham, CAO  
Michelle Mason, Financial Officer,  
Recording Secretary  
David Durrant, Mgr. of Community Services  
Judith Walker, Senior Planner  
Joanne Rees, Planner

#### ABSENT

Councillor Gwyn Sproule

Meeting called to order at 5:30 p.m.

#### 1. ANNOUNCEMENTS

- 1.1 That a Committee of the Whole meeting will be held on Monday, February 20<sup>th</sup>, 2012 at 5:30pm in the Village Council Chambers.

#### 2. APPROVAL OF AGENDA

- 2.1 Agenda for Regular Council Meeting, February 13<sup>th</sup>, 2012.

Motion: 12-78

GREENING/KISHI:

THAT Council approve the Agenda for the Regular Council Meeting, February 13<sup>th</sup>, 2012 with the removal of items 1.2 and 5.1.

UNANIMOUS

#### 3. ADOPTION OF MINUTES OF COUNCIL MEETING

- 3.1 Minutes of the regular meeting held Monday, January 23<sup>rd</sup>, 2012

Motion: 12-79

KISHI/GREENING:

DRAFT

THAT Council approve the minutes of the regular Meeting held January 23<sup>rd</sup>, 2012.

UNANIMOUS

4. INTRODUCTION OF LATE ITEMS

Nil

5. MOTIONS AND RESOLUTIONS

5.1 Motion: 12-80

GREENING/KISHI:

THAT the Village of Cumberland hold a Committee of the Whole Council budget workshop on Monday, March 19<sup>th</sup>, 2012 at 8:30am in the Village Council Chambers.

UNANIMOUS

5.2 Notice of an in camera meeting under the provisions of Section 90 (1) (i) & (l) and 90(2) (d) of the Community Charter.

Motion: 12-81

KISHI/COPEMAN:

THAT notice is hereby given that pursuant to Section 90 (1)(i) & (l) and 90(2)(d) of the Community Charter an in camera meeting closed to the public will be held at the conclusion of the regular meeting to consider:

- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- discussion with municipal officers and employees respecting municipal objectives, measures and progress report for the purposes of preparing an annual report under section 98 [annual municipal report]; and
- a matter that, under another enactment, is such that the public must be excluded from the meeting.

UNANIMOUS

6. DELEGATIONS

6.1 Ray Iwaasa and Grace Doherty,  
Coal Creek Historic Park Advisory Committee

- Coal Creek Bridge

Motion: 12-82

GREENING/KISHI:

THAT Council receive the delegation of Ray Iwaasa and Grace Doherty, Coal Creek Historic Park Advisory Committee re: Coal Creek Bridge.

UNANIMOUS

DRAFT



- 6.2 Gord Campbell, Rick Morsen and Don Sharpe, Vancouver Island Mountain Sport Society

- Vancouver Island Mountain Centre funding

Motion: 12-83

KISHI/GREENING:

THAT Council receive the delegation of Gord Campbell, Rick Morsen and Don Sharpe, Vancouver Island Mountain Sport Society re: Vancouver Island Mountain Centre funding.

UNANIMOUS

7. UNFINISHED BUSINESS

Nil

8. CORRESPONDENCE

- 8.1 Information Bulletin

Building and Safety Standards Branch

- Deadline Extended – Solar Hot Water Ready Regulation

Motion: 12-84

GREENING/KISHI:

THAT Council receive the January 17<sup>th</sup>, 2011 information Bulletin from Building and Safety Standards Branch re: Deadline Extended – Solar Hot Water Ready Regulation.

UNANIMOUS

- 8.2 Kevin Lorette, General Manager of Property Services Branch  
Comox Valley Regional District

- Gas Tax General Strategic Priorities Fund and Innovations Fund

Motion: 12-85

KISHI/GREENING:

THAT Council receive the January 19<sup>th</sup>, 2012 letter from Kevin Lorette, General Manager of Property Services Branch, Comox Valley Regional District re: Gas Tax General Strategic Priorities Fund and Innovations Fund.

UNANIMOUS

Motion: 12-86

GREENING/KISHI:

THAT Staff provide Council with an update regarding the Liquid Waste Management Plan process and options. Included in the report should be a summary of where the municipality currently stands in regards to the regional option as well as an overview of standalone Village of Cumberland options.

UNANIMOUS

DRAFT

## 8.3 Dave Baker, Resident

- New Changes to Comox Valley Transit Route

Motion: 12-87

KISHI/GREENING:

THAT Council receive the January 22<sup>nd</sup>, 2012 letter from Dave Baker, Resident re: New Changes to Comox Valley Transit Route.

UNANIMOUS

## 8.4 Gordon Giesbrecht, Comox Valley Cycle Club

- Request for permission to hold a road bicycle race

Motion: 12-88

GREENING/KISHI:

THAT Council receive the January 23<sup>rd</sup>, 2012 letter from Gordon Giesbrecht, Comox Valley Cycle Club re: Request for permission to hold a road bicycle race.

UNANIMOUS

Motion: 12-89

GREENING/KISHI:

THAT Council grant permission to the Comox Valley Cycle Club to hold a road bicycle race on the requested Village of Cumberland roads on May 26<sup>th</sup>, 2012 and to use the area on Dunsmuir fronting the park near the BMX track as their sign-up/registration area; subject to Village of Cumberland receiving a copy of their insurance and staff being satisfied that the organizers have notified transit and emergency services regarding road closures.

UNANIMOUS

## 8.5 Mary McNeil, Ministry of Children and Family Development

- Child Care Awards of Excellence

Motion: 12-90

GREENING/KISHI:

THAT Council receive the January 23<sup>rd</sup>, 2012 letter from Mary McNeil, Ministry of Children and Family Development re: Child Care Awards of Excellence.

UNANIMOUS

## 8.6 Thomas A Boatman, Manager of Solid Waste Community Services Branch, Comox Valley Regional District

- Regional solid waste host community road maintenance grant program

DRAFT

Motion: 12-91

KISHI/GREENING:

THAT Council receive the January 24<sup>th</sup>, 2012 letter from Thomas A Boatman, Manager of Solid Waste Community Services Branch, Comox Valley Regional District re: Regional solid waste host community road maintenance grant program.

UNANIMOUS

Motion: 12-92

GREENING/COPEMAN:

THAT staff write the Comox Valley Regional District thanking them for their *Solid Waste Host Community Road Maintenance Grant Program* letter, and that in the letter, staff indicate that the Village of Cumberland would prefer a consultation process for submitting future reporting requirements, rather than a reporting template, and further that the Village of Cumberland would like \$2.00 per tonne as an interim road maintenance grant fee as opposed to the current \$1.00 per tonne.

UNANIMOUS

AMENDMENTS:

COPEMAN/KISHI:

THAT staff add pertinent data to the letter to be sent to the Comox Valley Regional District Regional in regards to the *Solid Waste Host Community Road Maintenance Grant Program*, to support the Village of Cumberland request of \$2.00 per tonne.

UNANIMOUS

Motion: 12-93

MAIN MOTION AS AMENDED

GREENING/COPEMAN:

THAT staff write the Comox Valley Regional District thanking them for their *Solid Waste Host Community Road Maintenance Grant Program* letter, and that in the letter staff indicate that the Village of Cumberland would prefer a consultation process for submitting future reporting requirements, rather than a reporting template, and further that the Village of Cumberland would like \$2.00 per tonne as an interim road maintenance grant fee as opposed to the current \$1.00 per tonne, and that staff add pertinent data to this letter to support the Village of Cumberland request.

UNANIMOUS

DRAFT

- 8.7 Barry O'Neill, President, CUPE BC Division
- Possible Resolution on the Proposed Canada European Union Trade Agreement (CETA) and Possible Resolution on Alternatives to Federal Funding of Infrastructure Through Public Private Partnerships

Motion: 12-94

KISHI/GREENING:

THAT Council receive the January 24<sup>th</sup>, 2012 letter from Barry O'Neill, President, CUPE BC Division re: Possible Resolution on the Proposed Canada European Union Trade Agreement (CETA) and Possible Resolution on Alternatives to Federal Funding of Infrastructure through Public Private Partnerships.

UNANIMOUS

- 8.8 Debbie Bowman, Resident
- Request to make the Village an idle free zone

Motion: 12-95

KISHI/GREENING

THAT Council receive the January 25<sup>th</sup>, 2012 letter from Debbie Bowman, Resident re: Request to make the Village an idle free zone.

UNANIMOUS

Motion: 12-96

COPEMAN/KISHI:

THAT Staff respond to the January 25<sup>th</sup>, 2012 letter from Debbie Bowman noting that staff are planning to include anti-idling language in the new Village of Cumberland Streets and Traffic Bylaw currently being prepared.

UNANIMOUS

- 8.9 Michael Jestico
- Comox Valley Economic Tax Deferment

Motion: 12-97

GREENING/KISHI:

THAT Council receive the January 27<sup>th</sup>, 2012 letter from Michael Jestico re: Comox Valley Economic Tax Deferment.

UNANIMOUS

- 8.10 Mike Fournier, Comox Valley Emergency Program
- EMBC considering offering Elected Official Workshop

DRAFT

Motion: 12-98

KISHI/GREENING:

THAT Council receive the January 27<sup>th</sup>, 2012 email from Mike Fournier, Comox Valley Emergency Program re: EMBC considering offering Elected Official Workshop.

UNANIMOUS

Motion: 12-99

GREENING/KISHI:

THAT staff write a letter to Mike Fournier, Comox Valley Emergency Program requesting an outline of previous workshop Agendas so that Council may provide more informed input, and that the letter also suggest that a fall date for the Elected Officials workshop would be better timing than April.

UNANIMOUS

- 8.11 Gord Schoberg, Senior Manager, Community & First Nations Relations, Fortis BC

- Proposing to amalgamate three natural gas utilities

Motion: 12-100

GREENING/KISHI:

THAT Council receive the January 30<sup>th</sup>, 2012 from Gord Schoberg, Senior Manager, Community & First Nations Relations, Fortis BC re: Proposing to amalgamate three natural gas utilities.

UNANIMOUS

- 8.12 Sue Moen, Coordinator, Cumberland Chamber of Commerce

- Request for permission to present their annual Empire Week Market Day event

Motion: 12-101

KISHI/GREENING:

THAT Council receive the letter received February 7<sup>th</sup>, 2012 from Sue Moen, Coordinator, Cumberland Chamber of Commerce re: Request for permission to present their annual Empire Week Market Day event.

UNANIMOUS

Motion: 12-102

GREENING/KISHI:

THAT Council approves the following request:

1. The closure of Dunsmuir Ave between First Street and Fourth Street between the hours of 7:00am and 5:00pm on May 19<sup>th</sup>, 2012, subject to staff being satisfied that BC Transit and emergency services have been notified;

DRAFT

2. The use of Village Square and access to the electrical available in this space; and
3. The use of the Village of Cumberland's street barricades.

UNANIMOUS

8.13 Ian Whitehead, Vice President – Vancouver Island, McElhanney

- Coal Creek Pedestrian Bridge

Motion: 12-103

KISHI/GREENING:

THAT Council receive the February 3<sup>rd</sup>, 2012 letter from Ian Whitehead, Vice President – Vancouver Island, McElhanney re: Coal Creek Pedestrian Bridge.

UNANIMOUS

Motion: 12-104

GREENING/KISHI:

THAT Staff send a thank you letter to Ian Whitehead, Vice President – Vancouver Island, McElhanney, in regards to their donation for the Coal Creek Pedestrian Bridge.

UNANIMOUS

9. REPORTS

9.1 2012 Council Travel and Conference Information

Prepared by Michelle Mason, Financial Officer

Motion: 12-105

KISHI/GREENING:

THAT Council receive the 2012 Council Travel and Conference Information report for information.

UNANIMOUS

Motion: 12-106

KISHI/GREENING:

THAT the Village of Cumberland send Councillor Sproule to The Future is Local Conference March 30<sup>th</sup> and 31<sup>st</sup> at Harrison Hotsprings Resort and send Mayor Baird to the Association of Vancouver Island and Coastal Communities Conference April 13<sup>th</sup> – 15<sup>th</sup> in Ucluelet and forward participation at other 2012 Conferences to the budget process.

UNANIMOUS

9.2 Cumberland Community Forest Management Plan

Prepared by Judith Walker, Senior Planner

Motion: 12-107

GREENING/KISHI:

DRAFT

THAT Council receive the Cumberland Community Forest Management Plan report for information.

UNANIMOUS

Motion: 12-108

GREENING/KISHI:

THAT the Cumberland Community Forest Management Plan for 2012-2016, with the minor text amendments as noted in the review, is approved for adoption as required by the Section 219 covenant registered on the Cumberland Community Forest lands.

UNANIMOUS

- 9.3 Development Cost Charge Bylaw No. 934 Review  
Prepared by Sundance Topham, Chief Administrative Officer

Motion: 12-109

KISHI/GREENING:

THAT Council receive the Development Cost Charge Bylaw No. 934 Review report for information.

UNANIMOUS

Motion: 12-110

KISHI/GREENING

THAT staff review Development Cost Charge Bylaw No. 934 in 2012 and consider including Commercial Development Cost Charge fees as a major amendment to the Bylaw.

IN FAVOUR

- KISHI

AGAINST

- GREENING

- COPEMAN

- BAIRD

DEFEATED

Motion: 12-111

GREENING/COPEMAN:

THAT staff review Development Cost Charge Bylaw No. 934 in 2012 and include Commercial Development Cost Charge fees as a major amendment to the Bylaw, and that as part of the review staff ensure that the Bylaw receives more than the required public consultation as part of the process.

UNANIMOUS

DRAFT

- 9.4 Inflow & Infiltration reduction and Development Cost Charge fees  
Prepared by Sundance Topham, Chief Administrative Officer  
Motion: 12-112

KISHI/GREENING:

THAT Council receive the Inflow & Infiltration reduction and Development Cost Charge fees report.

UNANIMOUS

Motion: 12-113

GREENING/KISHI:

THAT Council approve the expenditure of up to \$15,000, to be funded 99 per cent through a contribution from the Sanitary Sewer Development Cost Charge Reserve, with a 1 per cent contribution from the Sanitary Sewer Operating Accumulated Surplus Reserve; for the municipal engineer to design an engineering and implementation plan that will allow the municipality to move forward on its Inflow & Infiltration reduction targets.

UNANIMOUS

- 9.5 January 2012 Recreation Department Report  
Prepared by Margaret Robertson, Recreation  
Motion: 12-114

KISHI/GREENING:

THAT Council receive the January 2012 Recreation Department Report for information.

UNANIMOUS

- 9.6 Planning Report for the Months of Dec 2011 & Jan 2012  
Prepared by Judith Walker, Senior Planner

Motion: 12-115

GREENING/KISHI:

THAT Council receive the December 2011 and January 2012 Activities Report for information.

UNANIMOUS

- 9.7 Public Works – Monthly Report for the period ending January 31<sup>st</sup>, 2012

Prepared by Kevin Fitzgerald, Public Works Foreman

Motion: 12-116

KISHI/GREENING:

THAT Council receive the Public Works – Monthly Report for the period ending January 31<sup>st</sup>, 2012 for information.

UNANIMOUS

DRAFT



Council directed Staff to email the Dam Inspection Compliance form and the Lake Park annual water distribution report to Council.

- 9.8 Fire Department – Monthly Report for January 2012  
Prepared by Mike Williamson, Fire Chief  
Motion: 12-117  
KISHI/GREENING:  
THAT Council receive the January 2012 Fire Department report for information.

UNANIMOUS

- 9.9 January 2012 Administration Department Report  
Prepared by Michelle Mason, Financial Officer  
Motion: 12-118  
GREENING/KISHI:  
THAT Council receive the January 2012 Administration Department report for information.

UNANIMOUS

- 9.10 Community Services Update  
Prepared by David Durrant, Manager of Community Services  
Motion: 12-119  
GREENING/COPEMAN:  
THAT Council receive the January, 2012 Manager of Community Services report for information.

UNANIMOUS

- 9.11 January 2012 Chief Administrative Officer Report  
Prepared by Sundance Topham, Chief Administrative Officer  
Motion: 12-120  
GREENING/KISHI:  
THAT Council receive the January 2012 Chief Administrative Officer Report for information.

UNANIMOUS

- 9.12 Council Reports  
9.12.1 Mayor Leslie Baird  
9.12.2 Councillor Gwyn Sproule  
9.12.3 Councillor Roger Kishi  
9.12.4 Councillor Kate Greening  
9.12.5 Councillor Conner Copeman  
Motion: 12-121  
KISHI/GREENING:  
THAT the Council reports be received.

UNANIMOUS

DRAFT

10. BYLAWS

## 10.1 Village of Cumberland Board of Variance Bylaw No. 958, 2012

Prepared by Joanne Rees, Planner

Motion: 12-122

GREENING/KISHI:

THAT The Corporation of the Village of Cumberland Board of Variance Bylaw No. 958, 2012 be read a fourth time and adopted.

UNANIMOUS

Motion: 12-123

GREENING/KISHI:

THAT Council appoint Joanne Rees, Planner as Secretary to the Board of Variance.

UNANIMOUS

Motion: 12-124

GREENING/KISHI:

THAT Council directs Ms. Rees to advertise for interested parties for the Board and that Council be presented with the list of applicants at their regular meeting on March 26<sup>th</sup>, 2012.

UNANIMOUS

11. NEW BUSINESS

## 11.1 Dog Park in Village Park

Motion: 12-125

GREENING/KISHI:

THAT Staff bring a report to Council on the feasibility of an off leash dog park in the little league diamond in Village Park.

UNANIMOUS

12. QUESTION PERIOD

Items as followed were discussed:

- Upscale signage to bring people to the Village;
- Process for inclusion of items on the Agenda; and
- Visitor Centre question.

13. ADJOURNMENT

Motion: 12-126

GREENING/KISHI:

THAT pursuant to Section 90(1)(i) & (l) and 90(2)(d) of the Community Charter Council adjourn into a closed meeting to consider:

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

DRAFT

- discussion with municipal officers and employees respecting municipal objectives, measures and progress report for the purposes of preparing an annual report under section 98 [annual municipal report]; and
- a matter that, under another enactment, is such that the public must be excluded from the meeting.

UNANIMOUS

Confirmed this            day of            , 2012.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**DRAFT**

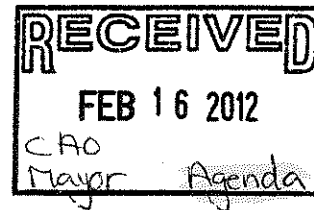
**OTTAWA**

Room 600, Confederation Building  
Ottawa, Ontario  
K1A 0A6  
Tel: 613-992-2503  
Fax: 613-996-3306  
john.duncan@parl.gc.ca

**Hon. John Duncan PC, MP**

Vancouver Island North

Minister of Aboriginal Affairs and Northern Development  
Ministre des Affaires autochtones et du Développement du Nord



Item 8.1

**CONSTITUENCY**

576 England Ave.  
Unit 104  
Courtenay, British Columbia  
V9N 2N3  
Tel: 250-338-9381  
Fax: 250-338-9361  
Toll Free: 1-800-667-8404  
john.duncan.c1@parl.gc.ca

January 18, 2011

Mayor Leslie Baird  
P.O. Box 340  
Cumberland, BC V0R 1S0

Dear Mayor Leslie Baird,

Thank you for a copy of your December 22, 2011 letter to Premier Christy Clark containing a motion by the Village of Cumberland Council concerning the Canada-European Union Comprehensive Economic and Trade Agreement (CETA) negotiations.

My colleague, Honourable Ed Fast, Minister of International Trade, his Parliamentary Secretary, Gerald Keddy, and International Trade Departmental officials have held extensive consultations with Canadian workers, small businesses, provinces and territories, municipalities and other interested parties such as the Canadian Federation of Municipalities and the Council of Canadians. In fact, these have been the most transparent and collaborative trade negotiations Canada has ever conducted.

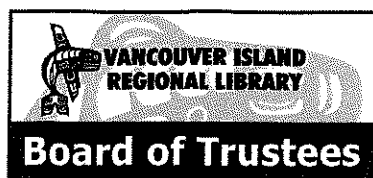
An extensive study was carried out by Canada and the European Union prior to beginning negotiations. The document "Assessing the Costs and Benefits of a Closer EU-Canada Economic Partnership" is available on line. Study indicates that a well negotiated trade agreement could increase bilateral trade between our countries by 20% with an increase in GDP of \$12 billion per year and the creation of 80,000 new jobs. These are benefits that the Government of Canada cannot ignore in moving the Canadian economy to a stronger more durable state.

Sincerely

A handwritten signature in black ink, appearing to be "John Duncan", written over a series of horizontal wavy lines.

John Duncan, PC, MP  
Minister of Aboriginal Affairs and Northern Development





# From the Board Table

January 28, 2012

## Trustees elect Chair, Vice-Chair and Executive

The Vancouver Island Regional Library Board of Trustees Annual General Meeting was held on Saturday, January 28, 2012.

As required by the Library Act, the annual election for the Board's officers was conducted. The Board's Executive Committee consists of 11 members, comprising the Chair, Vice-Chair, and nine members-at-large. Results were as follows:

- Chair:** Ronna-Rae Leonard (Courtenay)
- Vice-Chair:** Brenda Leigh (Strathcona Regional District)
- Members-at-Large:** Penny Cote (Alberni-Clayoquot Regional District)  
 Bruce Jolliffe (Comox Valley Regional District)  
 Mel Dorey (Cowichan Valley Regional District)  
 Joe Bratkowski (Lantzville)  
 Dave Rushton (Mount Waddington Regional District)  
 George Holme (Nanaimo Regional District)  
 Sue Powell (Parksville)  
 Wally Cheer (Port Clements)  
 Randy Oliwa (Ucluelet)

A complete list of the 2012 VIRL Board of Trustees is contained at the end of this report.

## Cumberland RFP Reissued

A Request for Proposal (RFP) was issued in November 2010 to source a new, larger, bicycle accessible location for our Cumberland branch in the downtown core on Dunsmuir Avenue. Due to the successful proponent's inability to secure the required land, that RFP was terminated and a new one issued. The RFP closes on February 8, 2012.

The Cumberland branch is currently housed in an inadequate, 840 sq ft leased facility and serves a catchment population of 3,016 residents.

## Performance Indicators

Trustees learned that in 2011, Vancouver Island Regional Library branches welcomed over 2.7 million visitors and circulated almost five million items. Over 400,000 items were renewed online by VIRL's over 161,000 library card holders. Almost 50,000 people participated in over 2,300 library programs across the Island.

## Facilities update

Facility development is guided by the *Consolidated Facilities Master Plan*, approved by the Board in June 2010. At that time a long-term funding plan was also approved, which was put into effect when the budget was adopted in November 2010.

**Bella Coola:** Interior renovations for the space leased with the Bella Coola Valley Co-op have been finalized. Furniture, equipment, shelving, internet connections, etc, will be in place shortly. An opening date will be announced locally as soon as practical.

**Lake Cowichan:** Requests for a development permit and a development variance permit for parking have been submitted to the Town of Lake Cowichan. Floor plan finalization and tender document preparation are the next significant steps. A public meeting, which was well attended, was held in Lake Cowichan on January 16<sup>th</sup>.

**Nanaimo North:** Design work continues to evolve; the development permit application will be the next significant step. A public open house is scheduled for February 15.

**Quadra Island:** Construction has been completed and flooring, shelving and furnishings will be installed shortly. Notice to vacate the current premises has been given, and an opening date will be announced shortly.

## Branch Activities

### Cowichan

Vancouver Island Regional Library partnered with the Duncan Family History Centre to offer an Introductory Session to Genealogy. Fourteen people attended and the branch plans to offer a more advanced session to meet the needs of the community. Over the past four months the branch has been offering documentary movie nights, giving customers the option to view movies that are political, critical and topical. The Reading Tails program involves a specially trained therapy dog from St. John's Ambulance who sits with children between the ages of 6 and 12 and listens as they read a story or chapter from a larger book. These children have a patient, understanding and fuzzy friend who is thrilled they are working hard to read and enjoy books.

### Parksville

eBooks and eReaders continue to be hot topics in Parksville. Five one-one sessions were conducted with patrons by the branches' Library Manager. This is a wonderful opportunity for customers to receive a half hour session on how to use these latest tools.

### Port Hardy and Port Alice

Kindergarten and Grade 2 classrooms from Gwa'sala Nakwaxda'xw School are regularly visiting Port Hardy Library, with each class coming once or twice a month. Sea View Elementary Kindergarten to Grade 3 classes are visiting Port Alice Library monthly. Students learn about library services, share stories and songs, and most importantly of all, have fun at the library so it becomes for them a welcoming place in their community.

## 2012 VIRL Board of Trustees

Campbell River .....	Ron Kerr
Comox .....	Hugh MacKinnon
Courtenay.....	Ronna-Rae Leonard - <i>Chair</i>
Cumberland .....	Kate Greening
Duncan.....	Tom Duncan
Gold River.....	Gordon Waterman
Ladysmith.....	Steve Arnett
Lake Cowichan .....	Bob Day
Lantzville .....	Joe Bratkowski - <i>Executive Committee</i>
Masset .....	Andrew Merilees
Nanaimo .....	Diane Brennan
North Cowichan.....	Kate Marsh
North Saanich .....	Elsie McMurphy
Parksville.....	Sue Powell - <i>Executive Committee</i>
Port Alberni .....	Wendy Kerr
Port Alice .....	Jan Allen
Port Clements .....	Wally Cheer - <i>Executive Committee</i>
Port Hardy .....	Nikki Shaw
Port McNeill.....	Gaby Wickstrom
Qualicum Beach.....	Mary Brouillette
Queen Charlotte .....	Greg Martin
Sayward .....	Diane Mason
Sidney .....	Melissa Hailey
Sooke .....	Kerrie Reay
Tahsis .....	Brenda Overton
Tofino.....	Allen Anderson
Ucluelet.....	Randy Oliwa - <i>Executive Committee</i>
Zeballos.....	Debra Morin Brown
Alberni-Clayoquot Regional District .....	Penny Cote - <i>Executive Committee</i>
Capital Regional District .....	Mike Hicks
Central Coast Regional District.....	Cathi McCullagh
Comox Valley Regional District .....	Bruce Jolliffe - <i>Executive Committee</i>
Cowichan Valley Regional District.....	Mel Dorey - <i>Executive Committee</i>
Mount Waddington Regional District.....	Dave Rushton - <i>Executive Committee</i>
Nanaimo Regional District.....	George Holme - <i>Executive Committee</i>
Powell River Regional District.....	Merrick Anderson
Skeena-Queen Charlotte Regional District.....	Evan Putterill
Strathcona Regional District.....	Brenda Leigh - <i>Vice Chair</i>

**2012 Board meeting dates**

- January 28 – Annual General Meeting
- March 31
- June 9
- September 15
- November 24



## Car Free Sunday 2012 Comox Valley

To whom it may concern:

We are writing to you today on behalf of Imagine Comox Valley and hundreds of community partners, sponsors and volunteers who joined forces last September to bring the 1<sup>st</sup> annual Car Free Sunday to life. This exciting community building initiative was such a great success that plans are now underway to make it happen again in June of this year in Comox, Courtenay and Cumberland.

Car Free Sunday's are organized all over the world as a way to bring communities together in the roads and streets of our cities, towns and villages and to celebrate the opportunities that exist for community-building in public spaces. Roads and streets are a key part of our community infrastructure. Everyone pays for them, but only some people use them on a daily basis. Car Free Sunday helps to demonstrate various alternative uses of this great community resource.

Car Free Sunday inspired live music, chalk art, tango in the streets, card games, stilt walkers, community booths, skateboard demos, garage sales, store specials, roller derby demos, restaurant deals and many other initiatives. We're very excited to see what the people come up with this year!

The street closures are limited and residents and businesses are given alternative routes to work with. We are committed to ensuring the community has safe alternate routes, professional signage, clear communication about the event and trained volunteers who can assist people the day of the event.

We would love to have your support and engagement with Car Free Sunday 2012 and we are seeking feedback and ideas about how to make this a great success again. If you want to be a part of Car Free Sunday 2012, you can get involved:

Be a champion of the initiative! Demonstrate the leadership, courage, creativity and innovation to make it possible!

Be a sponsor, vendor or volunteer!

Be an entertainment provider! Or a community event leader!

Be an attraction organizer, promoter, or host fitness, arts or culture activities!

Be a participant.

We would be happy to provide you with additional information or answer any questions you might have. In addition if you would like us to make a presentation about the event we would be very happy to do so. Please contact us at any time at [imaginecomoxvalley@gmail.com](mailto:imaginecomoxvalley@gmail.com).

Looking forward to working with you on Car Free Sunday 2012.

Sincerely,

*Andrew Gower*

Imagine Comox Valley

February 8, 2012 | [imaginecomoxvalley@gmail.com](mailto:imaginecomoxvalley@gmail.com)

## Car Free Sunday 2012

### Comox Valley

#### Distribution:

K'omoks First Nation  
Comox Valley Regional District  
City of Courtenay  
Town of Comox  
Village of Cumberland  
School District 71 School Board  
Courtenay Downtown BIA  
Comox BIA  
Comox Valley Chamber of Commerce  
Cumberland Chamber of Commerce  
Comox Valley Economic Development Society  
North Island College  
19 Wing Comox  
Mount Washington Alpine Resort  
Cycling Coalition  
Comox Valley Cycle Club  
Comox Valley Road Runners  
United Riders of Cumberland  
Active Comox Valley  
Rotary: Comox; Courtenay; Cumberland Centennial; Strathcona Sunrise  
Comox Valley Young Professionals  
Project Watershed  
Transition Town Comox Valley  
World Community  
Our Big Earth  
Comox Valley Record  
Comox Valley Echo  
Business Gazette  
Currently Cumberland  
Tidechange  
All-In-One Party Shop  
Bayview Chiropractic  
Comox Valley Nissan  
Continual Palingenesis  
Freakin Coffee Shop  
Rice Toyota  
SureCopy  
Wedler Engineering LLP  
Zen Zero

Please forward to excited and engaged friends whom we might have missed!

**From:** Trisha [trisha@cumberlandbc.net]  
**Sent:** Wednesday, February 08, 2012 3:03 PM  
**To:** Sundance Topham  
**Subject:** FW: for agenda monday feb13

---

**From:** Vera [mailto:ajmv@shaw.ca]  
**Sent:** Wednesday, February 08, 2012 2:53 PM  
**To:** Trisha Stockand  
**Cc:** leslie baird mayor; councillor.copeman@cumberlandbc.net; councillor.greening@cumberlandbc.net; councillor Roger Kishi  
**Subject:** for agenda monday feb13

February 8, 2012

Mayor Baird, Councillors Copeman, Greening, Kishi and Sproule

The Coal Valley Estates will be entering the new phase 4 in the near future. Even though the development has been decided, is there a possibility to talk with the developer about newer and greener and more environmentally sound options. If both parties agree to such options it can be changed. Options could include permeable surfaces, dark sky lighting, cisterns and /or rain tanks, larger green spaces... Other aesthetically pleasing options could have recessed garage doors or separate garages behind the main house with a rental unit on top.

What do we want our village to look like? It is changing now and becoming more filled with concrete and black top and less trees and to me, not as pleasing to look at and enjoy. There are so many options out there and they do not have to cost more than what is being offered in the village today.

Maybe the village could host a green and sustainable (that word again) trade show and or work shop to educate people on what is out there and what we could have here??

Thank you in advance for your time in discussing this letter.

Sincerely Vera Lynn Moan



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

Unclassified

Officer in Charge  
Comox Valley Detachment  
800 Ryan Road  
Courtenay, BC V9N 7T1

Mayor and Council  
Village of Cumberland  
2673 Dunsmuir Street  
Cumberland, BC  
V0R 1S0

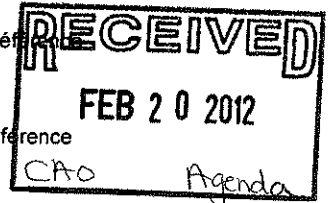
Your File - Votre référence

Our File - Notre référence

302-4-1

Date

February 9, 2012



Item 8.5

Dear Mayor and Council:

**Re: Comox Valley RCMP Monthly Policing Report - January, 2012**

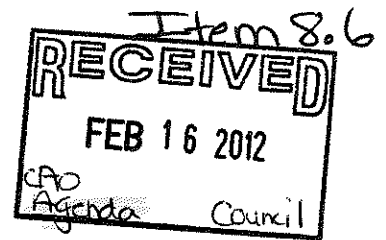
The following is a brief overview of some of the more significant investigations and activities of the Comox Valley Detachment for the month of January, 2012.

- On the morning of January 25<sup>th</sup>, police and ambulance responded to a single vehicle collision on Highway 19A near Hamm Road. The 18 year old male driver/lone occupant was traveling northbound when he crossed the centre line and went off road. He was airlifted to hospital in critical condition with a head injury. The investigation is continuing into the cause(s) of the collision.
- In early December, 2011 the Comox Valley RCMP took the unusual step of issuing a Public Interest Notification in relation to a high risk sexual offender who had just been released from prison and had decided to take up residence in the Comox Valley. Adrian WILSON was under strict conditions, including conditions to abstain from the consumption of alcohol, not to enter any liquor store, beer and wine store or business whose primary purpose is the sale or distribution of alcoholic beverages. Comox Valley RCMP and Probation Services were carefully monitoring Mr. WILSON's activities to ensure that he was abiding by all of the conditions placed upon him by the court. On January 26<sup>th</sup>, Adrian WILSON was arrested for breaching the condition to stay away from liquor establishments. He was remanded in custody and subsequently pled guilty to breach of probation. He was sentenced to four months jail, followed by 18 months of probation.

- 2011 was another outstanding year for our Auxiliary Constables at Comox Valley Detachment. Together they volunteered just over 4500 hours to their community. One auxiliary received an award from the City of Courtenay for his outstanding contribution to our youth and the community. Another auxiliary received an award from the Solicitor General for her contributions to community policing. Our auxiliaries kept busy within area schools with the delivery of WITS and other safety talks. They have also played an integral role in the Safe Schools plan. Our auxiliary members continue their involvement with seniors, businesses and rural communities as well. Our current compliment of auxiliary constables have set a high standard for our new trainees and will act as mentors for them when they graduate from the auxiliary training program.



J.W. (Bill) GIBBINGS, Staff Sergeant  
A/Officer In Charge  
Comox Valley Detachment



489 Old Island Hwy  
Courtenay, BC  
V9N 3E6

February 9, 2012

Dear Mayor Baird and Councillors,

The Comox Valley Social Planning Society (formed by a Mayors' Committee in 1990) is again requesting that you elect a liaison to our group. Other Community Planning Councils have official representation from school boards and local governments, as well as agencies, groups and individuals interested in healthy communities. Our group meets once a month and tries to limit the time to one hour. We usually meet on the first Tuesday of the month at noon in the meeting room at LUSH Valley, 1126 Piercy Avenue in Courtenay.

We hope you will seriously consider our request. We find that the two-way communication strengthens relationships and fosters understanding of the issues we all face in our communities

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be "EM Shannon".

EM (Bunny) Shannon  
President CVSPS

***PUTTING PEOPLE FIRST***

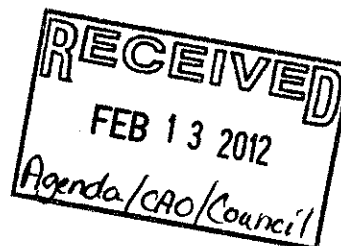
Suite 1268 - 550 Burrard Street  
Box 42, Bentall 5  
Vancouver, B.C., Canada V6C 2B5

Tel: (604) 684-5858  
Fax: (604) 684-5859

# TRILOGY

February 13, 2012

Mayor and council  
2673 Dunsmuir Avenue  
Box 340  
Cumberland, BC V0R 1S0  
Canada



Dear Mayor and Council,

**Re: Colliery Trail Bridge - Village of Cumberland Historic Park Advisory Committee**



Trilogy is proud to donate \$500 to the Village of Cumberland Historic Park Advisory Committee for the construction of the bridge between Historic Chinatown and the Old Japanese town site.

My thanks and regards.

Yours truly,  
**TRILOGY PROPERTIES VI CORPORATION**

A handwritten signature in black ink, appearing to read "John deC. Evans".

John deC. Evans  
President

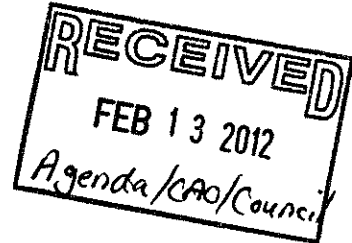
JE/gs

Suite 1268 - 550 Burrard Street  
Box 42, Bentall 5  
Vancouver, B.C., Canada V6C 2B5

Tel: (604) 684-5858  
Fax: (604) 684-5859

# TRILOGY

February 13, 2012



Mayor and council  
2673 Dunsmuir Avenue  
Box 340  
Cumberland, BC V0R 1S0  
Canada

Dear Mayor and Council,

**Re: Taiwanese Lantern Festival - Village of Cumberland**



Trilogy is proud to be the Presenting Sponsor of the 2012 Taiwanese Lantern Festival and we are happy that our donation of \$15,000 will help to ensure that this culturally significant event is a success.

My thanks and regards.

Yours truly,  
**TRILOGY PROPERTIES VI CORPORATION**

A handwritten signature in black ink, appearing to read "John deC. Evans". The signature is fluid and cursive, with a large, sweeping "J" and "E".

John deC. Evans  
President

JE/gs





February 14, 2012

Frederick George Bates  
Mayor  
Village of Cumberland

Dear Mayor Bates,

The purpose of this letter is to formally invite you or someone designated from your municipality, on behalf of NCM GOVEVENTS, to be a Keynote Speaker at the upcoming 3rd Annual Greening Government conference to be held in Toronto at the St. Andrew's Club and Conference Centre on June 19-20, 2012.

NCM GOVEVENTS hosted its most recent Greening Government Conference this past November in Ottawa where we introduced a new element of virtual presentations to the conference. Bob Willard Author of The Sustainability Advantage was our first virtual speaker who presented from his Toronto office at the Ottawa event. If you are not able to travel to the conference we encourage you to consider participating by a virtual presentation.

We are very pleased with the delegate feedback from our past events and after carefully reviewing the responses we are working diligently on putting together another faculty of keynote speakers and topics that address the current challenges, goals and solutions of greening initiatives. Our goal is to provide a forum for all levels of government and suppliers from across Canada to discuss and exchange information on current and future internal greening initiatives. Please visit our website [www.greeninggovernment.ca](http://www.greeninggovernment.ca) to view video clips and testimonials of the previous conference.

To view a copy of the past Toronto conference agenda please [click here](#). To view a copy of the past Ottawa conference agenda please [click here](#).

#### **Who we are**

NCM GOVEVENTS is a conference division within NCM's group of companies. Since 1990, NCM has been assisting the marketing needs of businesses and the public sector on reaching the appropriate decision makers in government for their products and services. NCM strives to provide the public sector with effective solutions to foster efficiency and collaboration among all levels of government.

GOVEVENTS was developed to be a leading producer of government conferences within Canada. Our goal is to provide a forum specifically designed for the public and private sector to discuss and exchange information on current and cutting edge topics within the various levels of government. We work diligently to research and develop conferences topics with a faculty of distinguished speakers.

We would be honoured if you would accept a Keynote Speaking opportunity at the 3rd Annual Greening Government Conference in Toronto. [Click here](#) to view the proposed conference themes. We would be interested in having you speak to one of the proposed themes or a success story that relates to greening initiatives.

Currently we are preparing our draft agenda. We look forward to your response. If you wish to discuss this opportunity further please contact Jennifer Monteverde, Conference Developer at 416-241-4000 ext 267 or [jmonteverde@govevents.ca](mailto:jmonteverde@govevents.ca).

Sincerely,

Nigel Marsh

President and Conference Director  
416-241-4000 ext 221  
[nigel.marsh@govevents.ca](mailto:nigel.marsh@govevents.ca)

[If you do not wish to receive further information in regards to the Greening Government Conference, unsubscribe here.](#)

**Subject:** FW: Provincial Investment in rural cycling infrastructure  
**Attachments:** Resolution-ruralcyclinginfrastructure-Velo\_Village.pdf

----- Original Message -----

**From:** John Rowlandson  
**To:** [info@cumberlandbc.net](mailto:info@cumberlandbc.net) ; [Mayor.Baird@cumberlandbc.net](mailto:Mayor.Baird@cumberlandbc.net)  
**Sent:** Wednesday, February 15, 2012 2:29 PM  
**Subject:** Provincial Investment in rural cycling infrastructure

Dear Mayor Baird.

As you may know, Island Pathways is pulling out all the stops to make Salt Spring *bicycle-heaven-on-earth* between June 21st and 23rd.

Velo Village shines a light on rural cycling: its benefits, challenges and requirements. Specifically, we're setting aside a day to focus on cycling as a ***Rural Mobility Solution***.

The conference will bring together about 200 delegates from all over BC to build stronger links between rural and urban cycling networks. Registration opens February 29th.

In advance of the event we're asking all British Columbia municipalities and regional districts to support rural cycling by passing the attached resolution call for investment in rural cycling infrastructure. We're asking that Cumberland support this motion.

I'm happy to chat, should you have comments or questions. Please forward a scanned signed copy of the resolution to: [velovillage2012@gmail.com](mailto:velovillage2012@gmail.com)

Very best,

John Rowlandson, Velo Village Team Lead  
Island Pathways, Salt Spring Island, British Columbia, Canada

Phone: 250 653 4049, Web: <http://www.velovillage.ca>

# VELO VILLAGE

SALT SPRING ISLAND  
BICYCLE-HEAVEN-ON-EARTH



**JUNE 21-23 • 2012**

---

[www.velovillage.ca](http://www.velovillage.ca)

## **PROVINCIAL FUNDING FOR CYCLING INFRASTRUCTURE**

WHEREAS the Union of British Columbia Municipalities has consistently endorsed resolutions calling for development, improvement and augmentation of cycling infrastructure, including but not limited to:

- frequent sweeping of bike lanes (2011-B19);
- increased width and refurbished road shoulders to accommodate cycling (2010-B16, 2007-B14, 2007-B99);
- a BC Cycling Development Program (2010-B17);
- revenue sharing for cycling infrastructure intersecting provincial highways (2009-B83);
- safer cycling conditions to encourage ridership (2008-B108);
- bicycle lane funding (2007-B100, 2006-B140); and
- infrastructure for non-greenhouse gas emitting transportation (2006-B110);

AND WHEREAS rural cycling infrastructure strengthens communities by:

- increasing the safety of cycling on rural roads;
- supporting the growth of cycle tourism;
- addressing local climate change challenges;
- providing transportation and recreation alternatives;
- establishing links with existing urban and regional cycling networks; and
- enabling small business access to new commercial corridors and markets;

THEREFORE BE IT RESOLVED that [My Local Government] urges the Province of British Columbia to invest in cycling infrastructure in rural communities, in order to accelerate the availability and broaden the range of cycling opportunities for commuter, recreational and competitive cyclists living in and visiting rural and urban areas.

### **Reference Documents:**

Salish Sea Statements on Cycling & Rural Mobility  
[http://www.velovillage.ca/wp-content/uploads/SSSOCandRM\\_English.pdf](http://www.velovillage.ca/wp-content/uploads/SSSOCandRM_English.pdf)

Salish Sea Statements on Cycling & Rural Mobility – Body of Knowledge  
[http://www.velovillage.ca/wp-content/uploads/SSSOCandR\\_BOK.pdf](http://www.velovillage.ca/wp-content/uploads/SSSOCandR_BOK.pdf)

Please forward a scanned signed copy of this resolution to:  
[velovillage2012@gmail.com](mailto:velovillage2012@gmail.com)



# DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

email: info@district.coldstream.bc.ca

OFFICE OF THE MAYOR

RECEIVED  
FEB 21 2012

File: 0230-50

February 16, 2012

The Honourable Christy Clark  
Premier of British Columbia  
PO Box 9041 Station PROV GOVT  
Victoria BC V8W 9E2

Dear Premier Clark:

**Re: Expert Panel Review of Business Taxation  
And Local Government Revenue Sources Review**

At our meeting held February 13, 2012, Council discussed the above and adopted the following resolution:

*"THAT a letter be sent to the BC Premier, with copies to the Minister responsible for Community, Sport and Cultural Development, the local MLA, the UBCM and the UBCM member municipalities, which indicates the District of Coldstream's objection to the composition of the "Expert Panel" in that there are no panel member representatives from local government municipalities."*

Our Council respectfully requests that consideration be given to including local government elected member and staff representation on the Expert Panel assembled.

If you have any questions please feel free to contact me at 250-545-5304.

Sincerely,

Jim Garlick  
Mayor

CC I. Chong, Minister Responsible for Community, Sport and Cultural Development  
E. Foster, MLA – Vernon-Monashee  
H. Slee, President, UBCM  
UBCM Member Municipalities



Office of the Mayor

February 17, 2012

Mr. Charles Reid  
Acting President & CEO  
BC Hydro  
18<sup>th</sup> Floor, 333 Dunsmuir Street  
Vancouver, BC V6B 5R3

Dear Mr. Reid:

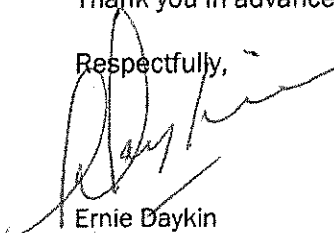
At the open Council Meeting of the District of Maple Ridge on February 14, 2012, the following resolution was passed unanimously:

BE IT RESOLVED THAT a letter be sent to BC Hydro in support of optional refusal of installation of wireless smart meters for citizens of British Columbia.

It is of critical importance to Maple Ridge Council that our residents are afforded the option to refuse the installation of a smart meter. A number of residents have expressed a range of concerns regarding smart meter installation. Maple Ridge Council requests that BC Hydro provide any information and assurances that our residents request.

Thank you in advance for your attention to this matter.

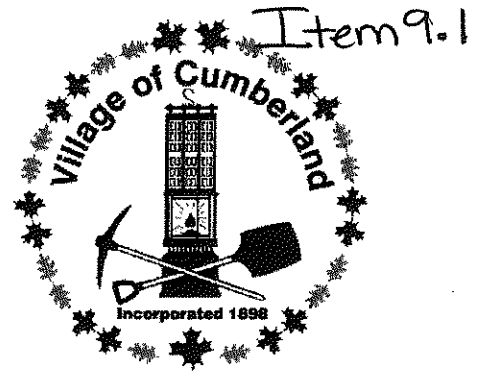
Respectfully,



Ernie Daykin  
Mayor

cc Maple Ridge Council  
Jim Rule, Chief Administrative Officer, District of Maple Ridge  
Frank Quinn, General Manager Public Works & Development, District of Maple Ridge  
Paul Gill, General Manager Corporate & Finance, District of Maple Ridge  
Kelly Swift, General Manager Community Development Parks & Recreation, District of Maple Ridge  
Marc Dalton, MLA, Maple Ridge-Mission  
Michael Sather, MLA, Maple Ridge-Pitt Meadows  
UBCM Member Municipalities

# COUNCIL REPORT



REPORT DATE: February 22, 2012

MEETING DATE: February 27, 2012

TO: Mayor and Councillors

FROM: Judith Walker, Senior Planner

SUBJECT: Village of Cumberland Official Community Plan Review Process

---

## RECOMMENDATION

- i) THAT Council receive "Village of Cumberland Official Community Plan (OCP) Review.
- ii) THAT Council consider **Option 2: Review and Revise** for the OCP review process.

## SUMMARY

This report provides three options for Council to consider for a review process of the OCP, to align the OCP with the Regional Growth Strategy (RGS) and to meet the provincially-mandated requirements regarding community-wide Greenhouse Gas (GHG) reduction. The options provide a proposed format that will lead to an OCP amendment that sets out GHG reduction targets and policies, as per the requirements of the Bill 27 legislation. It should be noted that Bill 27 requirement is separate from the Village's commitments as a signatory of the *Climate Action Charter*, which relates to GHG emissions from Village operations.

## BACKGROUND

An Official Community Plan (OCP) is a provincially-mandated, legal document that guides local government decision-making. It is generally reviewed every five years to meet the community's current vision, goals and objectives. The Village's OCP was adopted in 2004 and is overdue for a review. The 2004 OCP was an intensive community planning process, and deserves thorough review to inform the new OCP.

The Province has adopted ambitious GHG reduction targets and the intent of Bill 27 is to facilitate a shift in planning across the province - to encourage local governments to integrate climate action planning into decision-making processes and consider how their OCP will impact GHG emissions. Under the legislation of the *Local Government (Green Communities) Statutes Amendment Act* ("Bill 27"), local governments are now required to include GHG reduction targets in their OCP along with supporting policies and actions. This was to occur by May 31, 2010, and the province is aware of the Village's commitment to the review process. Sustainability planning is increasingly linked to grant application evaluation parameters and until the Village addresses Bill 27, it will be at a disadvantage when applying for grant funding.



While the Village's OCP contains many policies that support GHG reductions over time, the new provincial requirements include specific numerical targets that are linked to specific policies. The Village is also required to include a regional context statement that aligns with the adopted Regional Growth Strategy. Council received the *Comox Valley Sustainability Strategy* in 2010 as a guide to consider sustainability in future actions.

## OPTIONS

Staff, in consultation with Teresa Waddell of *Balance Sustainability Consulting* and Nick Ward of *Executive Intelligence* has developed the following options for an OCP process. These are only three options, of many possibilities, but these provide Council with a range that provides an "order of magnitude" comparison and the chosen option will be fine-tuned to develop the best OCP process for the Village of Cumberland.

**"Tweak":** This is the simplest option, that would include all the housekeeping amendments that have been outstanding (discrepancies, typos, etc.) as well as a high-level community energy strategy to address mandated GHG reduction targets and regional context statement. This would not include a comprehensive review of the entire OCP, and would include limited public engagement.

**Review & Revise:** This option is based on not "throwing the baby out with the bathwater". The 2004 OCP provides a valuable framework on which to build a new OCP. Much of the 2004 OCP meets RGS and sustainability goals but lacks clarity. It also has gaps and requires an analysis as to whether the community is meeting the goals and objectives. A complete public education and engagement process is necessary in order to review, assess and revise the current document to create a new OCP, with a task force working group being an integral part of that public process.

**ICSP (Integrated Community Sustainability Plan) & Rewrite OCP:** This option is for a completely new OCP. The selected consulting team would propose a public engagement process for a fresh look at a community planning framework, in order to avoid "baggage" of past documents, staff and Councils. To develop the ICSP, the planning team would undertake a long-range planning exercise (50 year plus outlook) to develop an overarching planning document that would be used to update the OCP and other planning documents. This option is the most costly and time-consuming for staff and the community.

## Table of Options

#	SCOPE	PUBLIC ENGAGEMENT	PROJECT TERM	STAFF TIME & COSTS	COST/CONSULT. TIME	FUNDS
1	"Tweak"	Low: Communication strategy + public meetings	4 months	2 days /week (50%) x 4 mths = \$11,425	\$10,000 1.5 days/week	Gas Tax Community Works Fund
2	Review & Revise	Med-high: Education stream and work group (task force)	12 months	2 days/week (50%) x 12 mths = \$34,250	\$75,000 2.5 days/week	Gas Tax Community Works Fund Gas Tax Capacity Building Grant
3	ICSP & Rewrite	High	18-24 months	New staff: 2 days/week x 18 mths = \$46,000 PLUS 1 day/week (VoC project manager) x 18 mths = \$25,700	\$200,000 4 days/week	Gas Tax Community Works Fund Gas Tax Capacity Building Grant

**Note:** The Senior Planner currently works four days per week so two days per week constitutes 50% of the available work time. Additional short-term staffing would be required for Option 3 or for Option 1 and 2 if the existing staff is otherwise committed. The Gas Tax Community Works Fund is already in place for the Village. The Gas Tax Capacity Building Grant requires an application. Due to the nature and timeline of such a project, staff highly recommends that separate office space be arranged for both Option 2 and 3.

### COUNCIL PRIORITIES

Any of the OCP options outlined necessarily limits available staff time for both day-to-day planning activities as well as other priorities as developed by Council in the 2012 Corporate Strategic Priorities. It is important for Council to consider the remaining priorities for 2012 in this light and to direct staff accordingly in order to successfully complete the new OCP and meet Council's expectations.

### FINANCIAL IMPLICATIONS

Refer to the above Table of Options. Note that the costs are purely for external consultancy and staff time, and do not include expenses relating to public engagement events, working group support and provision of project office space, as per past practice. Costs for the OCP need to be included in the 2012 budget considerations.

### STRATEGIC OBJECTIVE

#### 2011 Corporate Priorities

The Village of Cumberland Council approved the following in the *Council 2011 Corporate Priorities Plan*, which supports the review and amendment of the OCP bylaw, under:


#### E – Planning

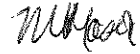
- E-1 GHG amendments
- E-2 RGS Regional Context Statements
- E-3 Regular OCP review

**ATTACHMENTS**

Not applicable

**CONCURRENCE**

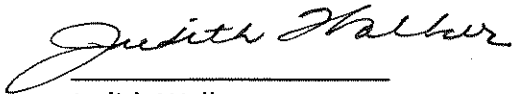
David Durrant, Manager of Community Services 

Michelle Mason, Financial Officer 

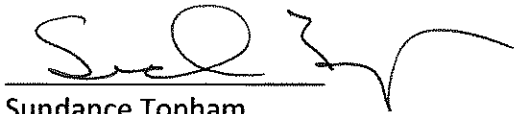
**OPTIONS**

1. Staff recommends that Council consider Option 2 (above) as it provides the best balance of public engagement, staff time and costs, while utilizing the significant investment represented in the 2004 OCP document, or
2. Any other action deemed appropriate by Council.

Respectfully submitted,

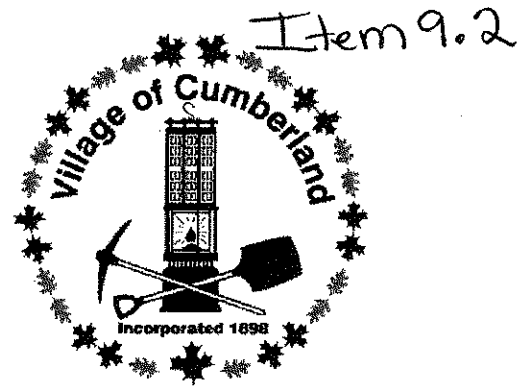


Judith Walker  
Senior Planner  
Village of Cumberland



Sundance Topham  
Chief Administrative Officer

# COUNCIL REPORT



REPORT DATE: February 21, 2012

MEETING DATE: February 27, 2012

TO: Mayor and Councillors

FROM: Bob Hoffstrom, P.Eng., Village Engineer

SUBJECT: Engineering update on Coal Creek Well design

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## RECOMMENDATION

THAT Council receive the Engineering Update on Coal Creek Well Design for information.

## SUMMARY

Council approved the expenditure of funds for the design of the Coal Creek Well in October of 2011. The following is an update on the project, including an overview of the proposed pump control and chlorination building.

## BACKGROUND

Subsequent to the engineering report on the Coal Creek well installation submitted to Council at the October 11, 2011 regular meeting, Council passed a resolution to proceed with the design of a well pump and connection to the existing Cumberland water network. To initiate the design, route selection for the pipeline connection was discussed with Cumberland's Public Works Department and Financial Department and it was decided to use the Camp Road (Dunsmuir) route which ties in with the current Camp Road water main upgrade project scheduled in the Village financial plan to start in 2012.

Key components of the project are shown on the attached plan 21243-SK1 and include:

1. Installation of a submersible pump and small kiosk (approx. 1mx1m x1mhigh) at the well which was drilled in September 2011, on property owned by Cumberland.
2. Construction of a pump control and chlorination building within the road right of way at the intersection of Lake Road and the entrance to the Coal Creek Heritage Site.
3. Installation of 200mm pipeline and power and instrumentation cable from the well to the Control building within property owned by Cumberland.
4. Installation of 200mm pipeline from the control building along Camp Road to a point equivalent in cost to a connection to Sutton Rd. via Lake Road.
5. Design of pipeline and related works to make allowance for up to two additional wells in the future without significant changes.

The design should be substantially complete early in March 2012.

### **FINANCIAL IMPLICATIONS**

Engineering design fees are funded 99% from the water DCC reserve account, and 1% from the general water revenue. The proposed funding for construction is by prepayment of water DCC fees by Coal Valley Estates (99%) and general water revenue (1%).

### **STRATEGIC OBJECTIVE**

This project helps move forward the Village of Cumberland's strategic objective of water system upgrades.

### **ATTACHMENTS**

1. Site Plan 21243-SK1

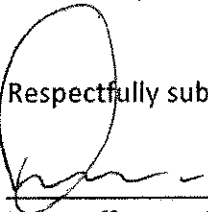
### **CONCURRENCE**

David Durrant, Manager of Community Services  
Michelle Mason, Financial Officer

### **OPTIONS**

1. Receive the Engineering update on Coal Creek Well design for information.
2. Any other action deemed appropriate by Council.

Respectfully submitted,

  
\_\_\_\_\_  
Bob Hoffstrom, P.Eng.,  
McElhanney Consulting Services Ltd.  
Village Engineer  
Village of Cumberland

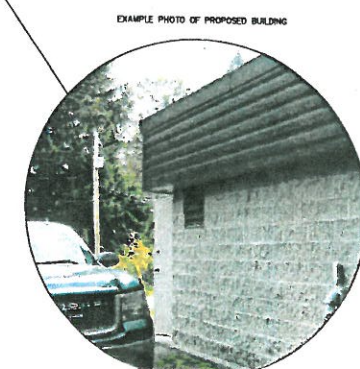
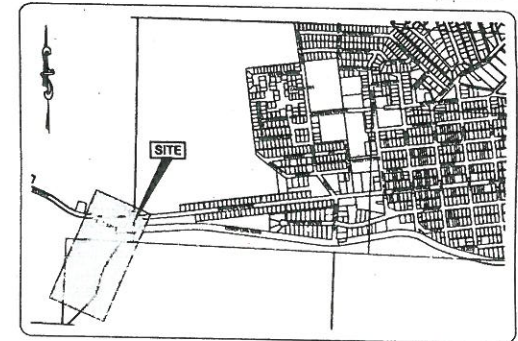
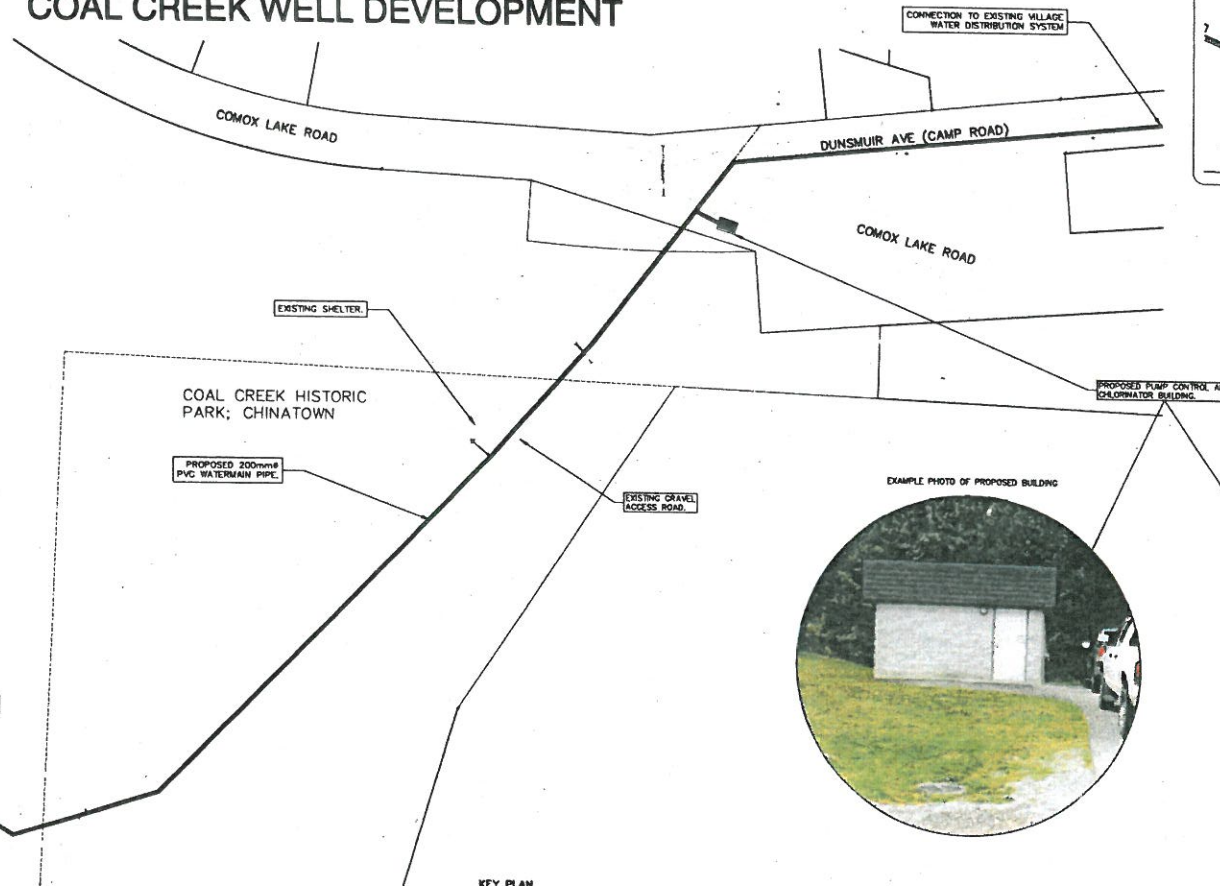
\_\_\_\_\_  
Sundance Topham  
Chief Administrative Officer  
Village of Cumberland



# VILLAGE OF CUMBERLAND

CUMBERLAND, BC

## COAL CREEK WELL DEVELOPMENT



KEY PLAN  
SCALE: NTS



**McElhanney**

McElhanney Consulting Services Ltd.  
SUITE #1, 1351 ESTEVAN RD.  
NANAIMO, BC V9B 3Y2

Designed: CWP  
Checked: CWP/PM  
Date: 2010-07-08

Drawn: CWP/RSP  
Surveyed: SM

VILLAGE OF CUMBERLAND  
SITE PLAN & LOCATION PLAN  
COAL CREEK WELL DEVELOPMENT  
CUMBERLAND, B.C.

Client drawing No:  
MCH Project No.: 221-21243-1  
Drawing No.:  
21243-SK1  
PA

# COUNCIL REPORT



REPORT DATE: February 24, 2012

MEETING DATE: February 27, 2012

TO: Mayor and Councillors

FROM: Michelle Mason, Financial Officer

SUBJECT: 2012-2014 Small Community Grant Agreement

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## RECOMMENDATION

THAT Council receive the 2012-2014 Small Community Grant Agreement report for information  
AND THAT the Council of the Corporation of the Village of Cumberland approve the  
CAO/Corporate Officer to sign the attached Strategic Community Investment Funds Agreement  
before March 23, 2012.

## SUMMARY

The Province of British Columbia provides Strategic Investment funds to small communities to help lessen the property tax burden for a smaller municipality's operating costs with a smaller tax base.

## BACKGROUND

In order to receive the small community grant portion of Strategic Community Investment Funds provided by The Province of British Columbia, a funding agreement must be signed by the Corporate Officer and received by the province by March 23, 2012.

These funds have been provided to the Village of Cumberland annually in prior years to help offset the operating costs. This supplements the village for those costs that are similar for all municipalities regardless of the tax base. In 2009, the funding schedule and agreement requirements changed. The Village then received all funds for three years as opposed to receiving them individually each year and a new reporting requirement began. The reporting is relatively easy and requires information to be provided to the municipality tax payer through our Annual Report outlining how the funds have helped the municipality with their intended use. The Village's intended use has always been simple, "Use the funding to supplement the tax base and apportion the grant across all departments to provide local government services". The 2011 tax increase was 2.8% and without the small community grant, the tax increase for the approved level of service would have equaled 27.3% instead.

## **FINANCIAL IMPLICATIONS**

The schedule of funds in the agreement attached, in addition to the 2011 deferred small community grant funding that was received after the 2011 Financial Plan was adopted, provides the Village with operating funds of approximately \$468,000 per year for the 2012, 2013 and 2014 years. This is somewhat higher than previous years at \$451,910 in 2010 and \$431,190 in 2011.

## **STRATEGIC OBJECTIVE**

This grant supports all Council Strategic Objectives.

## **ATTACHMENTS**

1. Strategic Community Investment Funds letter from the Province or BC.
2. Strategic Community Investment Funds Agreement.

## **CONCURRENCE**

Sundance Topham, CAO/Corporate Officer.

## **OPTIONS**

1. Receive this report for information.
2. Any other action deemed appropriate by Council.

Respectfully submitted,



Michelle Mason  
Financial Officer  
Village of Cumberland



Sundance Topham  
Chief Administrative Officer





February 24, 2012

To: All Municipal and Regional District Financial Administrators

Re: Strategic Community Investment Funds

In this difficult economic time, certainty is critical for the Ministry of Community, Sport and Cultural Development and for local governments. Restructuring the small community and regional district and traffic fine revenue sharing grants provides this certainty.

Many local governments rely on a steady stream of grant funding to meet operational requirements and there are frequently concerns with respect to the level of grant funding for the future. Undertaking the Strategic Community Investment Fund 2012-2014 program allows the Province of British Columbia (Province) to strengthen its commitment to local governments.

The Strategic Community Investment Fund 2012-2014 program will achieve the objectives of supporting local government efforts to stimulate local economies and will provide local governments with increased financial certainty while continuing to support investments in community safety for which traffic fine revenue sharing grants are intended. Providing more funding sooner allows local governments to make strategic spending decisions, stimulating local economies and creating local jobs. By detailing the level of funding in the Funds Agreement for each of the next three years, both the Province and local governments are provided with budget certainty for the future. As in past years, the grant amounts will be recalculated as new data is received.

Under the Funds Agreement, the Province agrees to pay local governments \$308.6 million by June 30, 2014. Payments will be made in five instalments. These will include an immediate one-time grant, along with a second installment in June 2012. Installments will occur as listed in the agreement, up to and including June 2014.

Funding will be provided in a flexible, objective-based approach, enabling the money to flow quickly to communities while ensuring a strong accountability framework. Local governments receiving funds will continue to develop a plan that sets out the intended uses and performance targets for those funds and will report publicly on their plan and progress towards achieving performance targets by June 30 in each following year.

In order to access the Funds, please sign the attached Funds Agreement to indicate your acceptance of the terms and conditions within and return to the Ministry of Community, Sport and Cultural Development as soon as possible, and **no later than March 23, 2012.**

**The Province cannot ensure payment of Funds to local governments submitting signed Funds Agreements after March 23, 2012.**

In recognition of the short timeframe to sign and deliver the Funds Agreements, local governments are encouraged to email an electronic version of their signed Agreement.

Electronic copies of a signed Funds Agreement may be emailed to:  
**Jennifer.Richardson@gov.bc.ca.**

Hard copy original signed Funds Agreements, along with the Council/Board resolution authorizing entering into the Agreement, may be sent to:

**Mailing Address**

Ministry of Community, Sport and Cultural Development  
Local Government Infrastructure and Finance Branch  
PO Box 9838 Stn Prov Govt  
Victoria, BC V8W 9T1

If you have any questions, please contact Jennifer Richardson at 250-356-9609 or by email at: Jennifer.Richardson@gov.bc.ca.

## STRATEGIC COMMUNITY INVESTMENT FUNDS AGREEMENT

This Agreement made as of \_\_\_\_\_, 2012,

### **BETWEEN:**

Village of Cumberland (Local Government)

### **AND:**

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA represented by the Deputy Minister of the Ministry of Community, Sport and Cultural Development (Province).

### **WHEREAS:**

- A. The Province acknowledges that in this difficult economic time, financial certainty is critical for the Province and for local governments.
- B. The Province intends to strengthen its commitment to local governments by providing Strategic Community Investment Funds (Funds) over the next three years (2012 – 2014). This is also intended to provide bridge financing until local and provincial economies improve.
- C. By clarifying funding levels for the next three years, local governments are provided with the fiscal certainty required to make spending decisions, stimulate local economies and create jobs.
- D. The Province and the Local Government acknowledge the importance of reporting to residents on how the Funds are used. The Funds will be provided using a flexible, purpose and objective-based approach to enable the Funds to flow quickly to communities, while ensuring a strong accountability and reporting framework.

**NOW THEREFORE**, in consideration of the mutual promises herein, the Local Government and the Province agree as follows:

Provided the Local Government complies with the terms and conditions of this Agreement, the Province will pay to the Local Government the Funds in the following amounts, for the purposes identified, on or before the date indicated.

<b>Assured Funds</b>	<b>Use</b>	<b>Date</b>	<b>Amount</b>
Small Community Grants	local government services	March 31, 2012	<b>\$252,687</b>
		June 30, 2012	<b>\$379,873</b>
		March 31, 2013	<b>\$84,229</b>
		June 30, 2013	<b>\$211,415</b>
		June 30, 2014	<b>\$295,644</b>
Traffic Fine Revenue Sharing Grants	defray the cost of local police enforcement	March 31, 2012	
		June 30, 2012	
		March 31, 2013	
		June 30, 2013	
		June 30, 2014	

### **1. CONDITIONS RELATING TO PAYMENTS BY THE PROVINCE**

Notwithstanding any other provision of this Agreement, the payment of money, or incurrence of an obligation or commitment, by the Province pursuant to this Agreement, is subject to:

- (a) there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act* (R.S.B.C. 1996, c. 138) (the "FAA"), to enable British Columbia in any fiscal year or part thereof when any such payment may be required, to make that payment; and
- (b) Treasury Board, as defined in the FAA, not having controlled or limited, pursuant to the FAA, expenditure under any appropriation referred to in section 1(a).

### **2. ACCOUNTABILITY AND REPORTING TO RESIDENTS**

- (a) Local governments receiving Funds will develop a plan that sets out the intended uses and performance targets for the Funds received from the Province.
- (b) By June 30<sup>th</sup> and in each following year, the Local Government will report publicly on the plan under section 2(a), and progress made toward achieving performance targets for the Funds in accordance with those plans.

### **3. TERM**

This Agreement shall commence on the date that it is fully executed by both of the Parties and shall expire on June 30, 2015.

## SIGNATURES

This Agreement has been executed on behalf of the Local Government by the duly authorized Corporate Officer pursuant to a resolution of the Council or Board, and on behalf of the Province, by the Deputy Minister, Ministry of Community, Sport and Cultural Development.

Village of Cumberland

HER MAJESTY THE QUEEN  
IN RIGHT OF THE PROVINCE OF  
BRITISH COLUMBIA as represented by  
the Deputy Minister of the Ministry of  
Community, Sport and Cultural  
Development

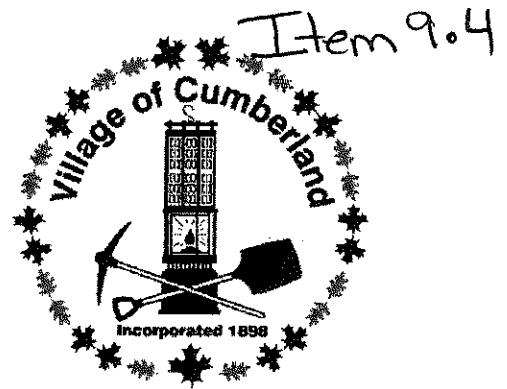
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Corporate Officer

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Deputy Minister  
Ministry of Community, Sport  
and Cultural Development

# C.O.T.W REPORT



REPORT DATE: February 23, 2012

MEETING DATE: February 27, 2012

TO: Mayor and Councillors

FROM: Committee of the Whole

SUBJECT: February 20, 2012 Committee of the Whole Meeting Recommendations

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The following items were considered by the Committee of the Whole at its meeting held Monday, February 20, 2012 and forwarded for Council consideration:

## RECOMMENDATION

### 1. Chamber of Commerce Budget Request

THAT Staff request the Chamber of Commerce to provide a year-end budget report to the Village of Cumberland by March 2<sup>nd</sup>, 2012 for the budget process.

### 2. Village of Cumberland Commissions

THAT Staff do some research and report back to Council by the first Council meeting in March on different types of Parks Commissions, Advisory Planning Commissions and Heritage Commissions that would be applicable to the Village of Cumberland.

### 3. Village of Cumberland Commissions – Financial Estimates

THAT Staff provide an estimate of the financial commitment to the Village of Cumberland for a single commission with one Staff member that meets six times per year, and include this estimate in the commission report.

Leslie Baird

Chair

Committee of the Whole



**The Corporation of the Village of Cumberland**  
**Electronic Funds and Cheque Register**  
**From January 1, 2012 to January 31, 2012**

Document Date	Vendor Name	Document Number	Document Amount
1/05/12	ABC Printing	028769	\$141.12
1/05/12	Acevedo, Javier	028770	\$50.00
1/05/12	Allen, Jordon	028771	\$50.00
1/05/12	Alsco Nanaimo	028772	\$198.10
1/05/12	Andrew Sheret Ltd.	028773	\$67.48
1/05/12	Baird, Laurie	028774	\$45.00
1/05/12	Berard's Plumbing & Service Work Ltd.	028775	\$104.16
1/05/12	Bossom, Kevin	028776	\$50.00
1/05/12	Brenntag Canada Inc.	028777	\$392.62
1/05/12	BWB Battery (B.C.) Inc.	028778	\$54.43
1/05/12	Chung, Kathryn	028779	\$495.00
1/05/12	CivicInfo BC	028780	\$228.48
1/05/12	Cleartech Industrials Inc.	028781	\$82.35
1/05/12	Columbia Fuels	028782	\$221.76
1/05/12	Corix Water Products Limited Partnership	028783	\$890.79
1/05/12	Cupe Local 556	028784	\$630.68
1/05/12	Dams Ford Lincoln	028785	\$252.00
1/05/12	E.B. Horsman & Son	028786	\$23.77
1/05/12	Federation of Canadian Municipalities	028787	\$531.54
1/05/12	Fire Chiefs' Association of British Columbia	028788	\$190.00
1/05/12	Fire Rescue Society, Cumberland	028789	\$1,420.58
1/05/12	Fire Training Officers Association, BC	028790	\$75.00
1/05/12	Fletcher Holdings	028791	\$500.00
1/05/12	Government Finance Officers Association of BC	028792	\$196.00
1/05/12	Gregg Distributors (B.C.) Ltd.	028793	\$274.25
1/05/12	Grey Rock Welding & Fab. Ltd.	028794	\$228.03
1/05/12	Home Hardware Centre	028795	\$525.18
1/05/12	Hyland Precast Inc.	028796	\$516.66
1/05/12	Lacourse, Megan	028797	\$102.00
1/05/12	Lee Mac Electric Ltd.	028798	\$311.81
1/05/12	Lenz Welding	028799	\$5,072.40
1/05/12	Life and Casualty Company, BC	028800	\$2,205.47
1/05/12	Lordco Auto Parts	028801	\$2,890.21
1/05/12	McElhanney Consulting Services Ltd.	028802	\$29,531.50
1/05/12	Midland Tools	028803	\$399.83
1/05/12	Minister of Finance - PTB	028804	\$38,642.91
1/05/12	Municipal Insurance Association of British Columbia	028805	\$20,963.00

1/05/12	North Island Laboratories Ltd.	028806	\$112.00
1/05/12	Pacific Blue Cross	028807	\$3,092.03
1/05/12	Planning Institute of British Columbia	028808	\$652.00
1/05/12	Price's Alarm Systems Ltd.	028809	\$201.26
1/05/12	Receiver General For Canada	028810	\$10,925.30
1/05/12	Regional District, Comox Valley	028811	\$1,756.75
1/05/12	Revenue Services of British Columbia	028812	\$2,204.50
1/05/12	Roffey, Sheri	028813	\$210.00
1/05/12	Shaw Cablesystems G.P.	028814	\$300.99
1/05/12	Slegg Construction Materials Ltd./Slegg Lumber	028815	\$1,286.96
1/05/12	Staples (Credit card)	028816	\$638.32
1/05/12	Telus Communications	028817	\$117.73
1/05/12	Tobacca Lindsey	028818	\$250.00
1/05/12	Tom Harris Business Solutions	028819	\$350.56
1/05/12	Topham Sundance	028820	\$1,373.99
1/05/12	Tran Sign (1999) Ltd.	028821	\$99.59
1/05/12	Upper Island Assessment & Resources Service Society	028822	\$1,434.72
1/05/12	Vande Sande Mike	028823	\$64.96
1/05/12	Vranjes, David	028824	\$102.00
1/05/12	Water & Waste Association, BC	028825	\$105.00
1/05/12	WesternOne Rentals & Sales	028826	\$1,002.25
1/05/12	WFR Wholesale Fire & Rescue Ltd.	028827	\$2,767.52
1/05/12	Williamson, Michael	028828	\$276.66
1/05/12	Windsor Plywood	028829	\$15.67
1/13/12	WorkSafeBC	028830	\$5,184.53
1/19/12	Acklands-Grainger Inc.	028831	\$365.16
1/19/12	Alsco Nanaimo	028832	\$198.10
1/19/12	Andrew Sheret Ltd.	028833	\$120.83
1/19/12	Annette's Mobile Hearing Testing Ltd.	028834	\$247.52
1/19/12	Baird, Laurie	028835	\$60.00
1/19/12	Baird, Leslie	028836	\$33.45
1/19/12	BFI Canada - Comox	028837	\$717.46
1/19/12	Bossom, Kevin	028838	\$65.00
1/19/12	Chameleon Creative Graphic & Web Design Inc.	028839	\$476.00
1/19/12	Columbia Fuels	028840	\$916.72
1/19/12	Comox Pacific Express Ltd.	028841	\$270.20
1/19/12	Courtenay Auto Supply Ltd.	028842	\$24.63
1/19/12	Cumberland General Store	028843	\$1,072.23
1/19/12	Cumberland Mini Mart	028844	\$11.87
1/19/12	Cupe Local 556	028845	\$624.38
1/19/12	E.B. Horsman & Son	028847	\$32.30
1/19/12	Echo, Comox Valley	028848	\$81.21
1/19/12	Fire Rescue Society, Cumberland	028849	\$4,860.00
1/19/12	Fisher's Regalia	028850	\$555.18
1/19/12	Gord Corrigan Trucking Ltd.	028851	\$151.54
1/19/12	Greyhound Courier Express	028852	\$19.04
1/19/12	Grieve, Glen	028853	\$789.81



1/19/12	Hilz Rachel	028854	\$255.00
1/19/12	Hydro & Power Authority, BC	028855	\$11,565.00
1/19/12	Iron Mountain	028856	\$54.03
1/19/12	Konica Minolta	028857	\$342.22
1/19/12	Lacourse, Megan	028858	\$34.00
1/19/12	Land Title & Survey Authority of British Columbia	028859	\$47.50
1/19/12	Lund, Mikkel	028860	\$15.00
1/19/12	Mastercard, Credit Union	028861	\$1,304.96
1/19/12	McElhanney Consulting Services Ltd.	028862	\$9,649.98
1/19/12	Monk Office	028863	\$748.95
1/19/12	North Island Communications Inc.	028864	\$179.20
1/19/12	OnDeck Systems Inc.	028865	\$1,265.04
1/19/12	Oyster River Volunteer Fire Resuce Association	028866	\$187.04
1/19/12	Parker Emily	028867	\$39.00
1/19/12	Parker Marine Courtenay	028868	\$9.24
1/19/12	Perry, Izabelle	028869	\$130.00
1/19/12	Pilon Tool Rentals (1972) Ltd.	028870	\$13.44
1/19/12	Planet Clean	028871	\$39.29
1/19/12	Price's Alarm Systems Ltd.	028872	\$831.20
1/19/12	Price's Security Locksmiths	028873	\$293.89
1/19/12	Purin, Paul	028874	\$100.00
1/19/12	Purolator Courier Ltd.	028875	\$92.55
1/19/12	Receiver General For Canada	028876	\$15,124.12
1/19/12	Record, Comox Valley	028877	\$303.23
1/19/12	Regional District, Comox Valley	028878	\$6,119.51
1/19/12	Regional Hospital District, Comox Valley	028879	\$1,540.02
1/19/12	Rodgers. Michael	028880	\$100.00
1/19/12	Roffey, Sheri	028881	\$113.97
1/19/12	Rogers Communications Inc.	028882	\$153.22
1/19/12	Savage, Graham	028883	\$1,168.75
1/19/12	Schoffield-Reid, Margaret	028884	\$23.00
1/19/12	Shaw Cablesystems G.P.	028885	\$123.03
1/19/12	Society of Composers, Authors and Music Publishers of Can	028886	\$207.28
1/19/12	SPCA, Comox Valley	028887	\$100.00
1/19/12	Stewart McDannold Stuart	028888	\$26.88
1/19/12	Telus Communications	028889	\$1,002.69
1/19/12	Telus Mobility	028890	\$359.63
1/19/12	Thrifty Foods	028891	\$56.00
1/19/12	UBCM (Union of BC Municipalities)	028892	\$2,400.40
1/19/12	Van Houtte Coffee Services	028893	\$199.06
1/19/12	Vista Radio Ltd.	028894	\$392.00
1/19/12	Vranjes, David	028895	\$136.00
1/19/12	Williams Moving & Storage Ltd	028896	\$6,464.92
1/19/12	Williamson, Michael	028897	\$172.77
1/06/12	Municipal Pension Plan	CASH	\$7,481.89
1/16/12	Konica Minolta	CASH	\$1,232.00
1/16/12	Konica Minolta	CASH	\$1,000.59

1/20/12	Municipal Pension Plan	CASH	\$6,976.33
1/28/12	Municipal Finance Authority	CASH	\$2,438.74
1/28/12	Municipal Finance Authority	CASH	\$2,119.50
1/28/12	Municipal Finance Authority	CASH	\$1,053.12
1/28/12	Municipal Finance Authority	CASH	\$873.72
1/28/12	Municipal Finance Authority	CASH	\$869.06
1/28/12	Municipal Finance Authority	CASH	\$867.83
1/28/12	Municipal Finance Authority	CASH	\$662.97
1/28/12	Municipal Finance Authority	CASH	\$662.04
1/28/12	Municipal Finance Authority	CASH	\$621.05
1/28/12	Municipal Finance Authority	CASH	\$617.83
1/28/12	Municipal Finance Authority	CASH	\$525.29
1/28/12	Municipal Finance Authority	CASH	\$329.98
1/28/12	Municipal Finance Authority	CASH	\$328.25
1/28/12	Municipal Finance Authority	CASH	\$280.51
1/28/12	Municipal Finance Authority	CASH	\$227.57

\$247,423.31

## ACTION ITEMS

Please note: In-camera action items and motions from minutes yet to be approved by Council are not included

#	RESOLUTION	WHO	COMPLETED
Item 8.2 01/12/R	Council directed Staff to arrange a time for a representative from the RCMP to come to a Council meeting or a Committee of the Whole meeting to present the "Crime Prevention through Environmental Design (CPTED) Why Wouldn't We?" video.	Trisha	Complete Attending February 27 <sup>th</sup> meeting.
Item 8.3 01/12/R	Council directed Staff to arrange a presentation from BC Assessment for a future Council meeting.	Trisha	Complete Attending February 27 <sup>th</sup> Meeting.
12.16.R	<p>GREENING/SPROULE:</p> <p>AND THAT Council grant the Development Variance Permit (File 11-08-DV – Mathieu) for property legally described as Lot 9, Block 23, District Lot 21, Nelson District, Plan 522C (2799 Derwent Avenue) to vary the front lot line setback from the permitted 3.0metres to 0.34metres in accordance with the site drawing contained in the draft Development Variance Permit which is attached to the report as Appendix A.</p>	Joanne	Complete
12.18.R	<p>GREENING/KISHI:</p> <p>AND THAT Council grant the Development Variance Permit (File 11-07-DV – Russell) for property legally described as Lot 12, Block 14, District Lot 21, Nelson District, Plan 522A (2763A&amp;B Maryport Avenue) to vary:</p> <p>a) the front lot line setback from the permitted 3.0metres to 1.75metres;</p> <p>b) the left side lot line setback from the permitted 1.5metres to 0.72metres;</p> <p>c) the right side lot line setback from the permitted 3.5metres to 0.54metres; in accordance with the survey certificate prepared by Rick Kuss, BCLS dated October 28, 2011 contained in the Development Variance Permit which is attached to the report as Appendix A.</p>	Joanne	Complete

Item 9.6

<b>12.19.R</b>	<b>KISHI/GREENING:</b> THAT the Village of Cumberland Procedural Bylaw No. 859, 2007 and Village of Cumberland Procedural Bylaw No. 879, 2007 be amended to reflect the changes discussed during the December 29, 2011 Committee of the Whole Meeting and that these changes be incorporated into a new Village of Cumberland Procedure Bylaw to be brought to Council for consideration.	<b>Sundance &amp; Michelle</b>	<b>In Process</b>
<b>12.20.R</b>	<b>GREENING/KISHI:</b> THAT the Village of Cumberland Purchase of Goods and Services Policy be reviewed by staff and that a new Purchase of Goods and Services Policy be brought to Council for consideration.	<b>Sundance &amp; Michelle</b>	<b>In Process</b>
<b>12.21.R</b>	<b>KISHI/GREENING:</b> THAT the Village of Cumberland Staff, Committee and Public Communications to Council Policy be amended to reflect the changes discussed during the December 29, 2011 Committee of the Whole Meeting and that these changes be incorporated into a new Staff and Council Communications Policy to be brought to Council for consideration.	<b>Sundance &amp; Michelle</b>	<b>In Process</b>
<b>12.23.R</b>	<b>GREENING/SPROULE:</b> THAT Council approve the expenditure of up to \$18,000 for the purposes of creating a new municipal website for the Village of Cumberland AND THAT this expenditure be added to the 2012 Village of Cumberland Financial Plan.	<b>Sundance &amp; Michelle</b>	<b>In Process</b>
<b>12.28.R</b>	THAT pursuant to Section 77 of the Land Title Act Council appoint Sundance Topham, Chief Administrative Officer, as Approving Officer for the Village of Cumberland and Graham Savage as Deputy Approving Officer for the Village of Cumberland. Follow up with Land Titles.	<b>Trisha</b>	<b>Complete Not required, confirmed in Land Title Act.</b>
<b>Item 11.1 01/12/R</b>	Councillor Greening suggested that the Manager of Protective Services be added to the Occupational Health and Safety Committee.	<b>Sundance</b>	<b>Complete</b>

<b>12.29.R</b>	<b>SPROULE/GREENING:</b> THAT the Comox Valley Economic Development Society application for tax deferment be moved forward to financial planning discussions.	<b>Michelle</b>	<b>In Process</b>
<b>12.41.R</b>	<b>SPROULE/GREENING:</b> THAT Council approve the request from the Cumberland Motorcycle Roundup Association for the Fourth Annual Show & Shine and Poker Run for the following: <ol style="list-style-type: none"> <li>1. Road closures on Saturday, August 11<sup>th</sup>, 2012 from 8:00am to 5:00pm:               <ul style="list-style-type: none"> <li>• Dunsmuir Avenue from First Street to Fourth Street;</li> <li>• Second Street from Derwent Avenue to the alley behind the Cumberland Hotel; and</li> <li>• Third Street from Dunsmuir Avenue to Penrith Avenue;</li> </ul> </li> <li>2. Use of the Village's barricades;</li> <li>3. Use of the treed section of the Village Park on the evening of August 11<sup>th</sup>, 2012 to accommodate overflow camping; and</li> <li>4. All parking outside the Cumberland Hotel on Dunsmuir Avenue and Second Street be reserved for motorcyclists on Sunday, August 12<sup>th</sup>, 2012 starting at 2:00pm.,</li> </ol> <p>AND THAT this approval is subject to staff being satisfied that the organizers have notified BC Transit and Emergency Services regarding the road closures.</p>	<b>Trisha</b>	<b>Complete</b>
<b>12.43.R</b>	<b>GREENING/SPROULE:</b> THAT Staff invite Staff Sergeant Andrew Isles to come to a Council meeting to discuss the Village of Cumberland Fireworks Bylaw No. 712, 1997.	<b>Trisha</b>	<b>In Process Out of office. Left voice message</b>

<b>12.47.R</b>	<p><b>GREENING/SPROULE:</b></p> <p>THAT the Municipal Engineer review and provide a summary of the amended BC Dam Safety Regulations' impact on the Village of Cumberland AND THAT this review also examine and provide an overview of the current Village of Cumberland dam classifications.</p>	<b>Bob</b>	<b>In Process</b>
<b>12.50.R</b>	<p><b>COPEMAN/SPROULE:</b></p> <p>THAT Council approve the closure of Cumberland Lake Park from the hours of 7:00am until noon on April 29, 2012 for the sole use of Snow to Surf event on condition that the Lake Park operator agrees to it.</p>	<b>Trisha</b>	<b>Complete</b>
<b>12.54.R</b>	<p><b>KISHI/GREENING:</b></p> <p>THAT Council invite a representative from the Canadian Office and Professional Employees Union (COPE) Local 378 to come to a Village Hall meeting and/or Council meeting to present to Council.</p>	<b>Trisha</b>	<b>Complete</b>
<b>12.56.R</b>	<p><b>GREENING/KISHI:</b></p> <p>THAT Council defer this letter to the budget process to be discussed with the permissive tax exemption request from the Comox Valley Economic Development Society.</p>	<b>Michelle</b>	<b>In Process</b>
<b>12.57.R</b>	<p><b>SPROULE/GREENING:</b></p> <p>THAT Staff send a letter to Joan Anderson clarifying the Village of Cumberland permissive tax exemption policy.</p>	<b>Trisha</b>	<b>Complete</b>
<b>12.59.R</b>	<p><b>GREENING/SPROULE:</b></p> <p>THAT the Village of Cumberland renew the Vancouver Island Economic Alliance membership for 2012 in the amount of \$250.00.</p>	<b>Michelle</b>	<b>Complete</b>

<b>12.61.R</b>	<b>GREENING/SPROULE:</b> THAT Council appoint Linda Safford to be the Village of Cumberland Community Liaison for Drinking Water Week AND THAT staff respond by letter regarding this appointment.	<b>Trisha</b>	<b>Complete</b>
<b>12.64.R</b>	<b>GREENING/SPROULE:</b> THAT Council approve the expenditure of up to \$22,000 for the installation of a bus shelter and waste receptacles on Dunsmuir Avenue.	<b>David &amp; Judy</b>	<b>Receptacles are ordered.</b>
<b>12.66.R</b>	<b>GREENING/KISHI:</b> THAT the Corporation of the Village of Cumberland enter into a Municipal Campground Management Lease Agreement with Mr. John E. Jones for the period January 30, 2012 to December 31, 2014 for the operation of the Cumberland Lake Park Campground AND THAT public notice requirements, as noted in sections 24 & 26 of the Community Charter, be followed if applicable.	<b>David</b>	<b>In Process</b>
	Council directed Staff to send letters to the volunteers who sat on the Lake Park Committee to thank them for their time and suggestions.	<b>Trisha</b>	<b>Complete</b>
<b>12.67.R</b>	<b>GREENING/KISHI:</b> THAT the Village of Cumberland explore the pros and cons of establishing other park operating models for the Lake Park, such as creating Corporations within Corporations, during the time frame of the current agreement, January 20 <sup>th</sup> , 2012 to December 31 <sup>st</sup> , 2014.	<b>David</b>	<b>In Process</b>

<b>12.68.R</b>	<p>KISHI/SPOULE:</p> <p>THAT Village Staff draft an agreement with Coal Valley Estates for Council approval whereby, conditional upon Vancouver Island Health Authority source approval for the Coal Creek Well, the developer can prepay (or secure by suitable financial instrument) water Development Cost Charge fees in exchange for water Development Cost Charge credits, so that the Village of Cumberland Subdivision Approving Officer is satisfied that water supply will not preclude final approval of the Coal Valley Estates Phase 4A subdivision application.</p>	<b>Sundance</b>	<b>In Process</b>
<b>12.74.R</b>	<p>GREENING/COPEMAN:</p> <p>THAT Staff install a sign that that reads "<i>Expect potholes on our streets</i>" similar to the sign at the entrance of Comox that reads "<i>Expect deer on our streets.</i>"</p> <p>Councillor Greening would be willing to pay for the sign and the installation of it.</p> <p>Motion: 12-75</p> <p>KISHI/SPOULE:</p> <p>THAT Council table this issue and discuss it at the January 30<sup>th</sup>, 2012 Village Hall meeting.</p>	<b>Sundance</b>	<b>Complete</b>
<b>12.76.R</b>	<p>KISHI/GREENING:</p> <p>THAT the Village of Cumberland send a letter in support of the Village of Burns Lake in regards to the explosion at the Babine Forest Products Mill on January 20, 2011.</p>	<b>David</b>	<b>Complete</b>



## **PINK SHIRT DAY**

### ***Proclamation***

- WHEREAS *reducing and eventually eliminating bullying in our province is a priority of our city; and*
- WHEREAS *the government, in partnership with school boards, parents, educators and the community, provide information, training and resources to help schools and communities enhance awareness; and*
- WHEREAS *a partnership of youth, parents, educators and other school employees, police, youth-serving organizations and community members have a role to play in highlighting the dangers of bullying; and*
- WHEREAS *it is important that we encourage everyone throughout our province to be caring and respectful of one another so that all students can learn in a safe environment;*
- NOW THEREFORE *I, Larry Jangula, Mayor of the City of Courtenay, do hereby proclaim February 29, 2012, as **"Bullying Stops Here-Pink Shirt Day, 2012"** in the City of Courtenay.*

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Mayor Larry Jangula