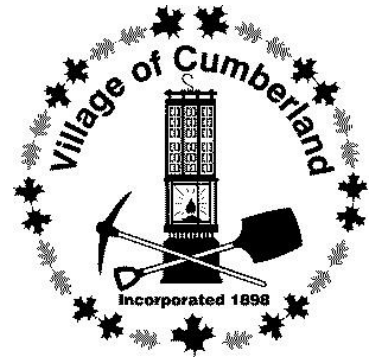


# REGULAR MINUTES

24/2017/R



## The Corporation of the Village of Cumberland

### Regular Council Meeting September 5, 2017 at 5:30 p.m. Village Council Chambers

#### **Council Present:**

Mayor Leslie Baird  
Councillor Jesse Ketler  
Councillor Roger Kishi  
Councillor Gwyn Sproule  
Councillor Sean Sullivan

#### **Staff Present:**

Sundance Topham, Chief Administrative Officer  
Adriana Proton, Deputy Corporate Officer  
Rob Crisfield, Manager of Operations  
Leah Knutson, Manager of Recreation  
Joanne Rees, Planner  
Kevin McPhedran, Parks and Outdoor Recreation  
Coordinator

Mayor Baird called the meeting to order at 5:30 pm.

#### **1. Approval of Agenda**

- 1.1 Agenda for regular Council meeting, September 5, 2017  
Motion 17-490

##### **Sproule/Ketler**

THAT Council approve the agenda for the regular Council meeting,  
September 5, 2017.

**Carried Unanimously**

#### **2. Adoption of Minutes**

- 2.1 Minutes of the Council meeting held August 14, 2017  
Motion 17-491

##### **Sullivan/Sproule**

THAT Council approve the minutes of the Council meeting held August 14, 2017.

**Carried Unanimously**

#### **3. Delegations**

None

#### **4. Unfinished Business**

- 4.1 Village of Cumberland Development Permits – Process Overview Report  
Prepared by Judith Walker, Senior Planner  
Motion 17-492

**Ketler/Sullivan**

THAT Council receive the Village of Cumberland Development Permits  
Process Overview report for information.

**Carried Unanimously**

- 4.2 Delegation Bylaw  
Prepared by Adriana Proton, Deputy Corporate Officer  
Motion 17-493

**Ketler/Sullivan**

THAT Council receive the Delegation Bylaw report.

**Carried Unanimously**

Motion 17-494

**Ketler/Sproule**

THAT Council direct staff to amend section 6a of the delegation bylaw so  
that the grant maximum is \$50 000.

In favour      Mayor Baird  
                    Councillor Ketler  
                    Councillor Kishi  
                    Councillor Sproule

Opposed      Councillor Sullivan

**Carried**

Motion 17-495

**Ketler/Sproule**

THAT Council direct staff to remove section 7 of the delegation bylaw.

In favour      Mayor Baird  
                    Councillor Ketler  
                    Councillor Sproule

Opposed      Councillor Kishi  
                    Councillor Sullivan

**Carried**

Motion 17-496

**Ketler/Sproule**

THAT Council direct staff to rename the delegation bylaw the “Delegation  
of Authority” bylaw.

**Carried Unanimously**

**5. Correspondence**

- 5.1 Charmaine Enns, Medical Health Officer, Vancouver Island Health Authority

- Land Use Planning – Request for Engagement

Motion 17-497

**Kishi/Sproule**

THAT Council receive the correspondence from Charmaine Enns, Medical Health Officer, Vancouver Island Health Authority Re: Land Use Planning – Request for Engagement.

**Carried Unanimously**

**6. Reports**

- 6.1 Village Park Family Area Landscape and Accessibility Improvements Project: Update and Request for Additional Project Funding Prepared by Kevin McPhedran, Parks and Outdoor Recreation Coordinator

Motion 17-498

**Kishi/Sproule**

THAT Council receive the Village Park Family Area Landscape and Accessibility Improvements Project: Update and Request for Additional Project Funding report.

**Carried Unanimously**

Motion 17-499

**Kishi/Sproule**

THAT Council approve an amendment to the 2017-2021 Financial Plan Bylaw to add up to an additional \$26,000.00 to the 2017 Parks Capital Budget to be funded from the Parks Development Cost Charges Reserve Fund.

**Carried Unanimously**

- 6.2 Temporary Street Closure, MOMAR Prepared by Adriana Proton, Deputy Corporate Officer

Motion 17-500

**Sullivan/Ketler**

THAT Council receive the Temporary Street Closure, MOMAR report.

**Carried Unanimously**

Motion 17-501

**Sproule/Sullivan**

THAT Council approve a street closure of Second Street from Dunsmuir Avenue to the alley south of Dunsmuir on September 22, 2017 from 9:00 am to 11:30 pm.

AND THAT Council approve an exemption to the Noise Control Bylaw to allow for the outdoor commercial MOMAR registration event on September 22, 2017 from 5 pm to 10 pm.

**Carried Unanimously**

- 6.3 Municipal Insurance Association Voting Delegate  
Prepared by Adriana Proton, Deputy Corporate Officer  
Motion 17-502

**Sproule/Kishi**

THAT Council receive the Municipal Insurance Association Voting Delegate report.

**Carried Unanimously**

Motion 17-503

**Sproule/Sullivan**

THAT Council appoint Mayor Leslie Baird to be its Municipal Insurance Association voting delegate.

**Carried Unanimously**

- 6.4 Heritage Alteration Permit – Cumberland Brewing Co.  
Prepared by Judith Walker, Senior Planner  
Motion 17-504

**Ketler/Sullivan**

THAT Council receive the “Heritage Alteration Permit – Cumberland Brewing Co.” report dated August 25, 2017.

**Carried Unanimously**

Motion 17-505

**Ketler/Sullivan**

THAT Council refer the application “Heritage Alteration Permit – Cumberland Brewing Co.” to the next meeting the Heritage Commission to be held on September 12, 2017.

**Carried Unanimously**

- 6.5 August 2017 Recreation Department Report  
Prepared by Leah Knutson, Manager of Recreation
- Recreation Programming Report
  - Parks and Outdoor Recreation Report
- Motion 17-506  
**Sullivan/Kishi**  
THAT Council receive the August 2017 Recreation Department Report for information.  
**Carried Unanimously**
- 6.6 August 2017 Protective Services Report  
Prepared by Michael Williamson, Manager of Protective Services
- Bylaw Enforcement Report
- Motion 17-507  
**Ketler/Sullivan**  
THAT Council receive the August 2017 Protective Services Report for information.  
**Carried Unanimously**
- 6.7 August 2017 Operations Department Report  
Prepared by Rob Crisfield, Manager of Operations
- Planning Report
  - Public Works Report
- Motion 17-508  
**Kishi/Sullivan**  
THAT Council receive the August 2017 Operations Department Report for information.  
**Carried Unanimously**
- 6.8 August 2017 Finance and Administration Department Report  
Prepared by Michelle Mason, Financial Officer and Adriana Proton, Deputy Corporate Officer
- Motion 17-509  
**Kishi/Sullivan**  
THAT Council receive the August 2017 Finance and Administration Department Report for information.  
**Carried Unanimously**
- 6.9 August 2017 Chief Administrative Officer Report  
Prepared by Sundance Topham, Chief Administrative Officer
- Motion 17-510

**Kishi/Ketler**

THAT Council receive the August 2017 Chief Administrative Officer Report for information.

**Carried Unanimously**

**6.10 Council Reports**

6.10.1 Mayor Leslie Baird

6.10.2 Councillor Jesse Ketler

6.10.3 Councillor Roger Kishi

6.10.4 Councillor Gwyn Sproule

6.10.5 Councillor Sean Sullivan

Motion 17-511

**Sullivan/Ketler**

THAT Council receive the Council reports.

**Carried Unanimously**

**7. Bylaws**

7.1 Fire Protection Services and Regulation Amendment Bylaw No.

1065, 2017

Motion 17-512

**Sproule/Ketler**

THAT Council adopt "Fire Protection Services and Regulation Amendment Bylaw No. 1065, 2017".

**Carried Unanimously**

**8. Consent Calendar**

All matters listed here are considered to be routine and non-controversial and will be received by one motion. There will be no separate discussion of these items unless a member so requests, in which case the item will be removed from the Consent Calendar and considered immediately after the adoption of the Consent Calendar.

8.1 Ted Olynyk, Community Relations Manager, Vancouver Island-Sunshine coast, BC Hydro Re: BC Hydro – Beautification Fund Reminder.

Motion 17-513

**Kishi/Ketler**

THAT Council receive the consent calendar.

**Carried Unanimously**

**9. New Business**

None

**10. Notices, Motions and Announcements**

Matters considered here may include notices or motions to hold a meeting of the Committee of the Whole, a Village Hall meeting, a public hearing, and notices of motion introduced by a council member.

- Wastewater Advisory Committee meeting Thursday, September 7 at 1:00 p.m. in Council Chambers
- Accessibility Committee meeting Monday, September 11 at 6:30 p.m. in Council Chambers
- The Advisory Planning Commission meeting on Tuesday, September 12 at 11:00 a.m. in Council Chambers has been cancelled
- Heritage Commission meeting Tuesday, September 12 at 5:45 p.m. in Council Chambers
- Councillor Sullivan will not be attending the next three Council meetings

**11. Question Period**

Council received questions about:

- Agendas on cumberland.ca
- Atmosphere Gathering

**12. Closed Portion**

Motion 17-514

**Sproule/Sullivan**

THAT pursuant to Section 90 (1) of the Community Charter Council close the meeting to the public to consider:

- Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;
- Negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**Carried Unanimously**

**13. Adjournment**

Motion 17-515

**Sproule/Sullivan**

THAT Council adjourn the meeting at 7:53 p.m.

**Carried Unanimously**

Certified Correct:

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Mayor

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Corporate Officer