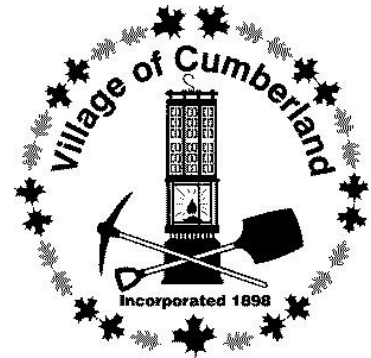


REGULAR AGENDA

37/2018/R



**The Corporation of the Village of Cumberland
Regular Council Meeting
December 10, 2018 at 5:30 p.m.
Village Council Chambers**

*We are honoured to gather on the unceded traditional territory
of the K'ómoks First Nation.*

1. Approval of Agenda

- 1.1 Agenda for regular Council meeting, December 10, 2018
***Recommend THAT Council approve the agenda for the regular
Council meeting, December 10, 2018.***

2. Adoption of Minutes

- 2.1 Minutes of the Council meeting held November 26, 2018 1
***Recommend THAT Council approve the minutes of the
Council meeting held November 26, 2018.***
- 2.2 Receipt of Committee/Commissions Minutes 11
Recommend THAT Council receive the minutes of the:
- ***Homelessness and Affordable Housing Committee held
July 18, 2018***

3. Delegations

- 3.1 Constable Donna Collins, Comox Valley RCMP 13
• Crime Free Multi Housing Program
***Recommend THAT Council receive the delegation of Constable
Donna Collins re: Crime Free Multi Housing Program.***

4. Unfinished Business

- 4.1 Charlene Gray, Comox Valley Early Years Collaborative (CVEYC) 14
Child Care Planning Committee

- Child Care in the Comox Valley: A community perspective
Recommend THAT Council send a letter to the Comox Valley Early Years Child Care Planning Committee advising that the Village will be submitting its own application for a UBCM Community Child Care Planning grant; AND THAT the Village of Cumberland will liaise with the Comox Valley Early Years Collaborative Child Care Planning Committee during the creation of the Village's community child care space inventory and the development of a community child care space creation action plan.

5. Correspondence

6. Reports

- 6.1 Reporting of Contract under s. 107 of the Community Charter 15
Recommend THAT Council receive the Reporting of Contract under s. 107 of the Community Charter report.
- 6.2 Application to FCM's Green Municipal Fund for a Biochar Reed Bed and Wetland Pilot Test 17
Paul Nash, LWMP Project Coordinator
i) Recommend THAT Council receive the Application to FCM's Green Municipal Fund for a Biochar Reed Bed and Wetland Pilot Test report.
ii) Recommend THAT Council authorize the application to the Green Municipal Fund for funding of the Biochar Reed Bed and Wetland Pilot Test for a total project cost of \$100,000 with 50% funding to come from Green Municipal Funds.
- 6.3 Liquor Licence Application for a Permanent Change to a Liquor Licence 2714 Dunsmuir Avenue 32
Prepared by Joanne Rees, Planner
i) Recommend THAT Council receive the Liquor License Application for a Permanent Change to a Liquor License at 2714 Dunsmuir Avenue report dated December 3, 2018.
ii) Recommend THAT Council recommends to the Liquor and Cannabis Regulation Branch that in regards to the application Liquor License Application for a Permanent Change to a Liquor License at 2714 Dunsmuir Avenue for the Cumberland Hotel, the following be considered based on the information provided:
a) Impact of noise on nearby residents

Council does not support a permanent change to the closing hours especially on Sunday nights, as there is already an expressed negative impact on adjacent residential neighbours which is indicated by the number of letters received. Applications for temporary changes will be considered on a case-by-case basis.

b) The impact on the community if the application is approved

Council feels that the extra hour of liquor service will result in an unacceptable increase in noise and will impact the adjacent residential neighbourhood and is not in Cumberland's best interest to set this precedent. As mentioned in the public submissions, Cumberland does not enjoy dedicated police presence and complaints of rowdiness or noise are not typically addressed until days after the incident occurs.

c) Description of the methods used to gather views of adjacent neighbours

Notices were mailed notices to 62 property owners within 100metres of the subject property on November 16, 2018 advising that the Village was seeking the written comments in regard to the application. The same notice was hand-delivered to residents and business owners by the applicant. Please note that the notice incorrectly labelled the current Sunday closing as 1am when it is actually midnight.

d) The local government recommendations and the reasons on which they are based

The Village has considered:

- i) The applicant's request for change to permanent closing hours on Friday and Saturday nights from 1am to 2am and Sunday from midnight to 2am.*
- ii) The 10 letters received from adjacent neighbours (copies are attached).*
- iii) The report Liquor License Application for a Permanent Change to a Liquor License at 2714 Dunsmuir Avenue December 3, 2018.*

- 6.4 Development Permit and Development Variance Permit Applications – 3216 Sutton Road
Prepared by Joanne Rees, Planner 51
- i) Recommend THAT Council receive the report Development Permit and Development Variance Permit Applications – 3216 Sutton Road dated December 3, 2018.*
 - ii) Recommend THAT Council grant the Development Permit and Development Variance Permits for property described as Lot B, District Lot 24, Nelson District, Plan VIP79617 (3216 Sutton Road) substantially in compliance with the attached draft Permits both dated December 10, 2018.*
- 6.5 Development Variance Permit Application – 3378A Mill Street
Prepared by Joanne Rees, Planner 138
- i) Recommend THAT Council receive the report Development Variance Permit Application – 3378A Mill Street dated December 3, 2018.*
 - ii) Recommend THAT Council grant the Development Variance Permit for property described as Lot A, Section 25, Township 10, Comox District, and District Lot 24, Nelson District, Plan EPP63269 (3378A Mill Street) to vary the rear setback from 4.5metres to as close as 3.0metres to permit an addition to the single family dwelling as shown on the site drawing attached as Schedule A of the Development Variance Permit dated December 3, 2018.*
- 6.6 Proposed Process for Development of a Village Forest Management Strategy
Prepared by Kevin McPhedran, Parks and Outdoor Recreation Coordinator 144
- i) Recommend THAT Council receive the Proposed Process for Development of a Village Forest Management Strategy report;*
 - ii) Recommend THAT Council endorse the proposed process as detailed in this report to develop a Village Forest Management Strategy.*
- 6.7 Reserve and Surplus Policy for Council Approval
Prepared by Michelle Mason, Financial Officer/Deputy Chief Administrative Officer 152

- i) Recommend THAT Council receive the Reserve and Surplus Policy for Council Approval report;*
- ii) Recommend THAT Council adopt the Reserve and Surplus Policy number 3.5 as presented;*
- iii) AND based on the adopted Reserve and Surplus Policy, Recommend THAT Council direct staff to establish the following reserves by bylaw:*
 - Community Works Funds Reserve*
 - Host Amenity Funds Reserve*
 - General Fund Financial Stabilization Reserve*
 - Sewer Fund Financial Stabilization Reserve*
 - Water Fund Financial Stabilization Reserve*
 - General Village Asset Renewal Reserve*
 - Sewer and Water Infrastructure Asset Renewal Reserve*
 - Fire Vehicle and Protective Equipment Replacement Reserve*
 - Water Meter Replacement Reserve*
- iv) AND Recommend THAT Council direct staff to transfer the balance in the Sewer Capital Reserve to the Sewer and Water Infrastructure Asset Renewal Reserve then repeal the bylaw.*

- 6.8 New Rescue Engine Contract Award 180
Prepared by Mike Williamson, Manager of Protective Services
- i) Recommend THAT Council receive the Rescue Fire Engine Contract Award report;*
 - ii) Recommend THAT Council award the contract for construction, purchase and delivery of the new Cumberland Fire Rescue Pumper Engine for a total cost of \$501,869.00 CDN plus taxes to Fort Garry Fire Trucks of Winnipeg Canada.*
- 6.9 November 2018 - Recreation Department Report 182
Prepared by Ryan Coltura, Manager of Recreation
- Recreation Programming Report*
 - Parks and Outdoor Recreation Report*
- Recommend THAT Council receive the November 2018 - Recreation Department Report for information.*
- 6.10 November 2018 Protective Services Report 191
Prepared by Mike Williamson, Fire Chief / Manager of Protective Services

- Bylaw Enforcement report
Recommend THAT Council receive the November 2018 Protective Services Report.

- 6.11 November 2018 – Operations Department Report 196
Prepared by Rob Crisfield, Manager of Operations
 - Public Works report**Recommend THAT Council receive the November 2018 – Operations Department Report for information.**

- 6.12 November 2018 - Development Services Department Report 201
Prepared by Ken Rogers, Manager of Development Services
 - Planning report**Recommend THAT Council receive the November 2018 – Development Services Department Report for information.**

- 6.13 November 2018 Financial Services Report 213
Prepared by Michelle Mason, Financial Officer/Deputy Chief Administrative Officer
Recommend THAT Council receive the November 2018 Financial Services Report for information.

- 6.14 November 2018 Chief Administrative Officer Report 217
Prepared by Sundance Topham, Chief Administrative Officer
 - Corporate Services report
 - Economic Development report**Recommend THAT Council receive the November 2018 Chief Administrative Officer Report for information.**

- 6.15 Council Reports, October and November 2018
 - 6.15.1 Mayor Leslie Baird 225
 - 6.15.2 Councillor Vickey Brown 228
 - 6.15.3 Councillor Jesse Ketler 230
 - 6.15.4 Councillor Gwyn Sproule 233
 - 6.15.5 Councillor Sean Sullivan 235**Recommend THAT the Council Reports, October and November 2018 be received.**

7. Bylaws

- 7.1 Development Procedures and Fees Bylaw No. 1073, 2018 236
Prepared by Ken Rogers, Manager of Development Services
i) Recommend THAT Council receive Development Procedures and Fees Bylaw No. 1073, 2018 dated November 28, 2018.
ii) Recommend THAT Council give third reading to the Development Procedures and Fees Bylaw No. 1073, 2018 as presented.
- 7.2 Zoning Amendment Bylaws No. 1087 & 1088, 2018 – Third Readings and Adoption 357
Prepared by Cleo Corbett, Senior Planner
i) Recommend THAT Council receive the Zoning Amendment Bylaws No. 1087 and 1088, 2018 – Third Readings and Adoption Staff Report.
ii) Recommend THAT Council grant Third Reading and Adoption to Zoning Amendment Bylaws No. 1087 and 1088, 2018.
- 7.3 Solid Fuel Burning Appliances Bylaw No. 1091, 2018 379
Recommend THAT Council adopt the Solid Fuel Burning Appliances Bylaw No. 1091, 2018.
- 7.4 2019-2023 Financial Plan Bylaw 381
Prepared by Michelle Mason, Financial Officer/Deputy Chief Administrative Officer
i) Recommend THAT Council receive the 2019-2023 Financial Plan Bylaw report.
ii) Recommend THAT Council give first reading of 2019-2023 Financial Plan Bylaw No. 1092, 2018.
- 7.5 Water Rates Amendment Bylaw No. 1093, 2018 431
Recommend THAT Council adopt the Water Rates Amendment Bylaw No. 1093, 2018.
- 7.6 Sanitary Sewer Rates Amendment Bylaw No. 1094, 2018 435
Recommend THAT Council adopt the Sanitary Sewer Rates Amendment Bylaw No. 1094, 2018.

- 7.7 Revenue Anticipation Borrowing Bylaw No. 1095, 2018 437
***Recommend THAT Council adopt the Revenue Anticipation
Borrowing Bylaw No. 1095, 2018 report for information.***

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.

9. New Business

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.

11. Question Period

A member of the public may only inquire about items included on the agenda for that meeting during a question period.

12. Closed Portion

***Recommend THAT pursuant to Section 90 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;
- 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*.

13. Adjournment