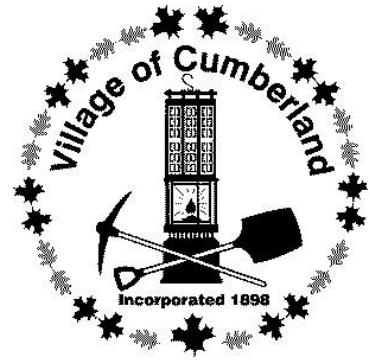


# REGULAR MINUTES

15/2020/R



The Corporation of the Village of Cumberland

Regular Council Meeting  
August 10, 2020 at 5:30 p.m.

This meeting was held through electronic facilities as authorized under Order M192 of the Minister of Public Safety and Solicitor General during the declaration of a state of emergency made March 18, 2020 in order to conduct business in accordance to public health advisories related to the COVID-19 pandemic.

The meeting will be live streamed via the [Village of Cumberland YouTube Channel](#).

## **Council Present:**

Mayor Leslie Baird  
Councillor Vickey Brown  
Councillor Jesse Ketler  
Councillor Gwyn Sproule  
Councillor Sean Sullivan

## **Staff Present:**

Clayton Postings, Chief Administrative Officer  
Michelle Mason, Chief Financial Officer/Deputy CAO  
Rob Crisfield, Manager of Operations  
Paul Nash, Liquid Waste Management Plan Project Coordinator  
Ken Rogers, Manager of Development Services  
Rachel Parker, Corporate Officer  
Karin Albert, Senior Planner

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

## **1. Approval of Agenda**

- 1.1 Agenda for regular Council meeting, August 10, 2020  
Motion 20-197

### **Brown/Ketler**

THAT Council approve the agenda for the August 10, 2020 Regular Council meeting.

- Removal of item 6.10, Coal Valley Estates Phase 11
- Addition of Temporary Street Closure, Friday Feast, Item 6.16

**Carried Unanimously**

**2. Minutes**

**2.1 Adoption of Minutes**

Motion 20-198

**Sullivan/Sproule**

THAT Council adopt the following minutes:

- July 13, 2020 Regular Council Meeting
- July 13, 2020 Special Council Meeting
- July 20, 2020 Village Hall Meeting
- July 27, 2020 Committee of the Whole Meeting

**Carried Unanimously**

**2.2 Receipt of Committee & Commission Minutes**

Motion 20-199

**Sullivan/Ketler**

THAT Council receive the following minutes:

- April 15, 2020 Advisory Planning Commission

**Carried Unanimously**

**3. Delegations**

**3.1 Hugh Fletcher, Owner, regarding the ILO ILO and King George Hotel**

Motion 20-200

**Brown/Sullivan**

THAT Council receive the delegation from Hugh Fletcher, Owner, regarding the ILO ILO and King George Hotel.

**Carried Unanimously**

**3.2 Rosslyn Shipp, Executive Director and Karen Melnyk, Board Member, Cumberland & District Historical Society regarding renovations and improvement plans at the Cumberland Museum & Archives.**

Motion 20-201

**Sproule/Ketler**

THAT Council receive the delegation from Rosslyn Shipp, Executive Director and Karen Melnyk, Board Member, Cumberland & District Historical Society regarding renovations and improvement plans at the Cumberland Museum & Archives.

**Carried Unanimously**

**4. Unfinished Business**

None

**5. Correspondence**

- 5.1 A. Howe regarding the need for Mental Health Outreach in the Comox Valley  
Motion 20-202

**Brown/Sullivan**

THAT Council receive the correspondence from A. Howe regarding the need for Mental Health Outreach in the Comox Valley.

**Carried Unanimously**

Motion 20-203

**Brown/Sullivan**

THAT Council set up a meeting with Island Health and other municipalities to discuss what program might work best for all of us.

**Carried Unanimously**

**6. Reports**

- 6.1 2019 Statement of Financial Information (SOFI)  
Motion 20-204

**Ketler/Brown**

THAT Council receive the 2019 Statement of Financial Information (SOFI) report.

**Carried Unanimously**

Motion 20-205

**Brown/Sullivan**

THAT Council approve the Corporation of the Village of Cumberland 2019 Statement of Financial Information for filing with the Ministry.

**Carried Unanimously**

- 6.2 Progress Update on Wastewater Upgrade Project  
Motion 20-206

**Sullivan/Brown**

THAT Council receive the "Progress Update on Wastewater Upgrade Project" report for information.

**Carried Unanimously**

- 6.3 2020 Roads and Utilities Capital Works Projects  
Motion 20-207

**Brown/Ketler**

THAT Council receive the 2020 Roads and Utilities Capital Works Projects Report.

**Carried Unanimously**

Motion 20-208

**Sullivan/Brown**

THAT Council approve the award of the 2020 Roads and Utilities Capital Works Tender to Leuco Construction for the mandatory work at a bid price of \$820,312; THAT Council approve the award of the additional scope of work to Leuco Construction at a cost of \$282,923; and THAT Council direct staff to reflect the additional funds required to complete either just the mandatory work or both the mandatory and optional work, in the next budget amendment; and THAT Council approve the direct award of the road resurfacing on the south section of Union Road and on Comox Lake Road to Shades Contracting at a cost of \$97,859.

**Carried Unanimously**

- 6.4 Heritage Alteration Permit and Development Variance Permit - 2731 Dunsmuir Avenue

Motion 20-209

**Brown/Ketler**

THAT Council receive the Heritage Alteration and Development Variance Permit Application – 2731 Dunsmuir Avenue report, dated July 28, 2020.

**Carried Unanimously**

Councillor Ketler left at 7:14 and returned at 7:18 pm.

Motion 20-210

**Brown/Ketler**

THAT Council refer the Heritage Alteration and Development Variance Permit Application – 2731 Dunsmuir Avenue report, dated July 28, 2020, to the Heritage Committee for a recommendation; THAT Council refer the Development Variance Permit Application – 2731 Dunsmuir Avenue report, dated July 28, 2020, to the Advisory Planning Commission for a recommendation; and THAT Council refer the Development Variance Permit Application – 2731 Dunsmuir Avenue report, dated July 28, 2020, to the Accessibility Committee for a recommendation.

**Carried Unanimously**

Councillor Brown left at 7:26 pm and returned at 7:27 pm.

- 6.5 Application for a Temporary Use Permit for Unit 4, 4640 Cumberland Road

Motion 20-211

**Ketler/Sullivan**

THAT Council receive the report “Application for a Temporary Use Permit – Unit 4, 4640 Cumberland Road”, dated July 28, 2020.

**Carried Unanimously**

Councillor Ketler left at 7:30 pm and returned at 7:33pm.

Motion 20-212

**Sullivan/Brown**

THAT Council refer the “Application for a Temporary Use Permit for Unit 4, 4640 Cumberland Road” report, dated July 28, 2020 to the Advisory Planning Commission for a recommendation; and THAT staff include a definition for private fitness facilities in a future update of the Zoning Bylaw and explore other zones where this use could be permitted.

**Carried Unanimously**

- 6.6 Application for an OCP Amendment and Rezoning of 3339, 3341, 3345 Second Street

Motion 20-213

**Sullivan/Ketler**

THAT Council receive the report “Application for an OCP Amendment and Rezoning of 3339, 3341, 3345 Second Street”, dated July 28, 2020.

**Carried Unanimously**

Councillor Sproule left the meeting at 7:54 pm and returned at 7:56 pm.

Motion 20-214

**Brown/Ketler**

THAT Council refer the application for an OCP Amendment and Rezoning of 3339, 3341, and 3345 Second Street, legally described as Lots 3, 4, and 5, Block 32, District Lot 24, Nelson District, Plan 3268, to the next meeting of the Advisory Planning Commission, Homelessness and Affordable Housing Committee, and Accessibility Committee for a recommendation.

**Carried Unanimously**

- 6.7 Development Permit – 2767 Derwent Avenue

Motion 20-215

**Ketler/Sullivan**

THAT Council receive “Development Permit – 2767 Derwent Avenue” report dated July 23, 2020.

**Carried Unanimously**

Motion 20-216

**Sullivan/Ketler**

THAT Council refer the application (2020-05-DP) for a Development Permit on property described as Lot 11, Block 17, District Lot 21, Nelson District, Plan VIP522A (2767 Derwent Avenue) to the Advisory Planning Commission for a recommendation; and THAT Council waive the requirement for a neighbourhood public meeting for the Development Permit.

**Carried Unanimously**

- 6.8 Application for a Development Variance Permit – 2814 Dunsmuir Avenue

Motion 20-217

**Ketler/Brown**

THAT Council receive the report "Application Development Variance Permit – 2814 Dunsmuir Avenue" dated July 27, 2020.

**Carried Unanimously**

Motion 20-218

**Brown/Sullivan**

THAT Council approve the application for a Development Variance Permit for property legally described as Lot 1, Block 27, District Lot 21, Nelson District, Plan 522C (2814 Dunsmuir Avenue) which varies a rear yard setback for principal dwellings from the required 4.5metres to 1.6metres as shown on the site drawing attached as Schedule A to the Permit dated July 9, 2020.

**Carried Unanimously**

6.9 Development Permit – 2020-07-DP - 3190 Royston Road

Motion 20-219

**Sullivan/Ketler**

THAT Council receive the Development Permit - 2020-07-DP - 3190 Royston Road report dated July 29, 2020.

**Carried Unanimously**

Motion 20-220

**Sullivan/Ketler**

THAT Council approve Development Permit 2020-07-DP for the property described as Lot A, Section 30, Township 11, Nelson District, Plan VIP69479 (3190 Royston Road) substantially in compliance with the Development Permit dated August 10, 2020.

**Carried Unanimously**

6.10 Coal Valley Estates Phase 11 – Application for an Environmental Protection (DPA #1) and Wildfire Urban Interface Development Permit (DPA #4)

This item was removed from the agenda.

6.11 CVRD 3L Developments Inc. 0768816 BC Ltd. Referral

Motion 20-221

**Sullivan/Brown**

THAT Council receive the Comox Valley Regional District 3L Developments Inc. 0768816 BC Ltd. Referral report.

**Carried Unanimously**

Motion 20-222

**Sullivan/Brown**

THAT Council direct staff to provide the following comments to the Comox Valley Regional District 3L Developments Inc. 0768816 BC Ltd referral:

THAT the Council for the Village of Cumberland not support the proposed 3L Developments Inc. 0768816 BC Ltd request to the CVRD with the following comments: The proposal does not meet the RGS requirement that Settlement Nodes are not (or planned to be) contiguous with Municipal Areas.

**Carried Unanimously**

6.12 2020-2023 Strategic Priorities

Motion 20-223

**Ketler/Sproule**

THAT Council receive the 2020-2023 Strategic Priorities report.

**Carried Unanimously**

6.13 2019 Annual Meeting

Motion 20-224

**Brown/Ketler**

THAT Council receive the 2019 Annual Meeting report and receive any submissions and questions from the public.

**Carried Unanimously**

6.14 Updated - Workplace Bullying and Harassment Policy and Policy Statement

Motion 20-225

**Brown/Ketler**

THAT Council receive the Village of Cumberland Workplace Bullying and Harassment policy and policy statement report.

**Carried Unanimously**

Motion 20-226

**Sullivan/Brown**

THAT Council adopt the Village of Cumberland Workplace Bullying and Harassment policy and policy statement.

**Carried Unanimously**

6.15 Committee of the Whole Report

Motion 20-227

**Sullivan/Sproule**

THAT Council receive the Committee of the Whole Report.

**Carried Unanimously**

Motion 20-228

**Sullivan/Ketler**

THAT Council refer the Bevan Industrial Lands Conceptual Master Plan to the Economic Development Steering Committee for discussion, and to provide feedback to Council for consideration.

**Carried Unanimously**

6.16 Temporary Street Closure, Friday Feast

Motion 20-229

**Brown/Sullivan**

THAT Council receive the Temporary Street Closure, Friday Feast report.

**Carried Unanimously**

Motion 20-230

**Sullivan/Ketler**

THAT Council approve a temporary street closure of First Street from Penrith Avenue to Beaufort Avenue on April 28, 2020 from 4 pm to 8pm for the Weird Church Friday Feast event.

**Carried Unanimously**

**7. Bylaws**

None

**8. New Business**

None

**9. 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.

- Economic Development Advisory Committee – September 2, 2020 at 6:00 p.m.
- Advisory Planning Commission – August 13, 2020 at 4:00 p.m.
- Drop-in Outdoor Open House – 3339 Second Street (behind Cumberland Lodge) regarding a proposed multi-family affordable rental housing development – Thursday, August 27 from 9:00 a.m. to 12:00 p.m.
- Overdose Prevention Workshop, August 19 at 7pm

**10. Question Period**

Questions were received on the following matters:

- Island Health rezoning application on Second Street
- TUP Application for Cumberland Road
- Parking requirements for 2731 Dunsmuir



**11. Adjournment**  
**Sullivan/Brown**

That Council adjourn the meeting at 8:55 pm.

**Carried Unanimously**

Certified Correct:

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Mayor

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Corporate Officer