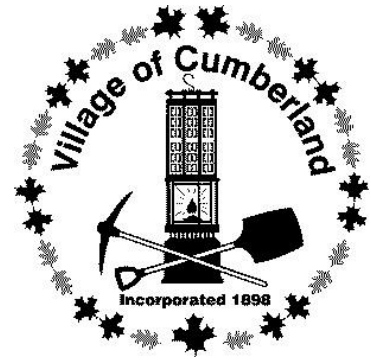


REGULAR AGENDA

21/2020/R



The Corporation of the Village of Cumberland

**Regular Council Meeting
November 9, 2020 at 5:30 p.m.**

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

This meeting to be 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](#).

1. Approval of Agenda

1.1 Agenda for regular Council meeting, November 9, 2020

Recommendation:

THAT Council approve the agenda for the November 9, 2020 Regular Council meeting.

2. Minutes

2.1 Adoption of Minutes

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Recommendation:

THAT Council adopt the following meeting minutes:

- October 13, 2020 - Regular Council
- October 19, 2020 - Public Hearing
- October 19, 2020 - Special Council
- October 26, 2020 - Special Council
- October 26, 2020 - Regular Council
- October 26, 2020 - Committee of the Whole
- October 27 & 30, 2020 - Committee of the Whole

3. Delegations

4. Unfinished Business

5. Correspondence

- 5.1 Cumberland Community School Society requesting a Letter of Support for a Community Gaming Grant 25
- Recommendation:**
THAT Council receive the correspondence from the Cumberland Community School Society requesting a Letter of Support for a Community Gaming Grant.
- 5.2 Cumberland Community School Society regarding a change to Community Service Agreement 27
- Recommendation:**
- i. THAT Council receive the correspondence from the Cumberland Community School Society regarding a change to Community Service Agreement.
 - ii. THAT Council approve an addendum to the Community Services Agreement with the Cumberland Community Schools Society to permit the Society to apply the unused 2020 funding in the amount of \$5,833 to eligible expenditures directly related to the operations of the Society's Food Share Program from September to December 2020.
- 5.3 Comox Valley Regional District requesting consideration of a Memorandum of Understanding regarding Regional Transportation Planning 30
- Recommendation:**
THAT Council receive the correspondence from the Comox Valley Regional District requesting consideration of a Memorandum of Understanding regarding Regional Transportation Planning.
- 5.4 Cumberland Lamplighters O.A.P #51, regarding the Surrender of the Buchanan Hall Lease of the Cultural Centre 36
- Recommendation:**
- i. THAT Council receive the correspondence from E. Bowers and D. Calnan regarding the surrender of contract for the Old Age and Pensioners center.

- ii. THAT Council acknowledge the notice of termination of the lease for first floor area of 2674 Dunsmuir Avenue and direct staff to report on next steps for the Buchanan Hall after the rental of the space to the Cumberland Museum and Archives until spring 2021.

6. Reports

- 6.1 Wall Treatment - Heritage Alteration Permit - 2700 Dunsmuir Avenue 37
Prepared by Karin Albert, Senior Planner
Recommendation:
- i. THAT Council receive the “Wall treatment – Heritage Alteration Permit, 2700 Dunsmuir Avenue” report dated October 30, 2020.
 - ii. THAT Council approve the revised Heritage Alteration Permit (2019-01-HAP REV) to collect a security for a mural or other decorative treatment of the east-facing wall of 2700 Dunsmuir Avenue and direct staff to prepare a report with mural options and process to complete the project for Council’s consideration.
- 6.2 Variance and Development Permits for 3339, 3341 and 3345 Second Street- Referral 44
Prepared by Karin Albert, Senior Planner
Recommendation:
- i. THAT Council receive the report “Application for a Variance and Development Permit for 3339, 3341, 3345 Second Street”, dated October 29, 2020.
 - ii. THAT Council refer the applications (2020-08-DV and 2020-DV) for a Development Variance Permit and a Development Permit for 3339, 3341, 3345 Second Street to the Advisory Planning Commission for comment.
 - iii. THAT Council refer the applications (2020-08-DV and 2020-DV) for a Development Permit for 3339, 3341, 3345 Second Street to the Homelessness and Affordable Housing Committee for comment.

- 6.3 Amendment to TUP – Beaufort Botanicals, 2703 Dunsmuir Avenue 61
Prepared by Meleana Searle, Planner
- Recommendation:**
- i. THAT Council receive “Amendment to TUP – Beaufort Botanicals, 2703 Dunsmuir Avenue” report, dated October 28, 2020.
 - ii. THAT Council approve the application for an amended Temporary Use Permit for the property described as Lot 8, Block 2, District Lot 21, Nelson District, Plan 522 (2703 Dunsmuir Avenue) for the purpose of updating the location and revised floor plan of the Temporary Use Permit, substantially in compliance with the Temporary Use Permit (2018-02-TUP Amended).
- 6.4 Development Permit, 3226 Sutton Road – Referral to APC 69
Prepared by Meleana Searle, Planner
- Recommendation:**
- i. THAT Council receive “Development Permit – 3226 Sutton Road” report dated October 29, 2020.
 - ii. THAT Council refer the application (2020-04-DP) for a Development Permit on property described as Lot 14, DL 24, Plan VIP27906 (3226 Sutton Road) to the Advisory Planning Commission for a recommendation.
 - iii. THAT Council waive the requirement for a neighbourhood public meeting for the Development Permit.
- 6.5 Development Variance Permit, 3268 Fifth Street – Referral to APC 74
Prepared by Meleana Searle, Planner
- Recommendation:**
- i. THAT Council receive ‘Development Variance Permit, 3268 Fifth Street – Referral to APC’ report dated October 30, 2020.
 - ii. THAT Council refer the application for a Development Variance Permit (2020-09-DV) for 3268 Fifth Street for the property legally described as Lot 1, Block 21, DL 21, Plan VIP522C to the next meeting of the Advisory Planning Commission.

- 6.6 2021 Council Meeting Schedule 78
Prepared by Rachel Parker, Corporate Officer
Recommendation:
- i. THAT Council receive the 2021 Council Meeting Schedule report.
 - ii. THAT Council approve the 2021 Council Meeting Schedule and direct staff to give public notice of the availability of the annual schedule.
- 6.7 Council Member Appointments 82
Prepared by Rachel Parker, Corporate Officer
Recommendation:
- i. THAT Council receive the Council Member Appointments report.
 - ii. THAT Council appoint acting mayors as follows:
November 2020 to January 2021: Councillor Ketler
February to April 2021: Councillor Brown
May to July 2021: Councillor Sullivan
August to October 2021: Councillor Sproule
 - iii. THAT Council appoint Councillor Vickey Brown as trustee and Councillor Gwyn Sproule as alternate trustee to the Vancouver Island Regional Library Board.
 - iv. THAT Council appoint Mayor Leslie Baird to the Alleyway Sign Project Committee.
- 6.8 Street Closures for Special Events Policy 87
Prepared by Rachel Parker, Corporate Officer
Recommendation:
- i. THAT the Council receive the revised Policy 9.2, Street Closures for Special Events Policy.
- 6.9 Committee of the Whole Report, October 26, 2020 103
Prepared by Committee of the Whole
Recommendation:
- i. THAT Council receive Committee of the Whole Report, October 26, 2020.
 - ii. THAT Council direct staff to provide report to Council with recommendations to the Village's Business Licence Bylaw (No. 896, 2009), Inter-Community Business Licence Bylaw

(No. 995, 2013) and/or other policy needs such as vacation rental and/or mobile vending regulations.

- iii. THAT Council approve the implementation of the Financial Assistance in Recreation Program to increase access to recreation for low income residents of Cumberland starting in 2021.

6.10 2021-2025 Financial Plan, Committee of the Whole Report 104
Prepared by Committee of the Whole

Recommendation:

- i. THAT Council receive the Committee of the Whole Report, 2021-2025 Financial Plan.
- ii. THAT Council direct staff to prepare the public meeting package and the financial plan bylaw for the November 16, 2020 Village Hall/Budget open house to include:
 - addition of 1 FTE administrative and customer service position of \$70,490 annually,
 - Increase in janitorial hours of \$29,070 annually,
 - Increase in parks budget operating of \$14,600 annually,
 - Monetizing of RV sani dump,
 - Funding the portable toilet in Village Square for twelve months a year,
 - Adding Tree management Plan for hazard trees at Lake Park of \$5,000 in 2022.
- iii. THAT Council direct staff to increase 2021 tax revenue to 4.95%, maximize the property tax cap on Class 2, utilities, and using Class 7, managed forest, to supplement that rate and use growth taxes up to \$80,000.

7. Bylaws

8. New Business

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.

- Advisory Planning Commission, Nov 12 at 4 pm
- Budget Open house/Village Hall, Nov 16 at 7pm

- Accessibility Committee, Nov 17 at 10:30am
- Homelessness and Affordable Housing Committee, Nov 18 at 9:30 am
- Public Hearing, Second Street Multi-Family, Nov 18 at 7pm

10. Question Period

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

- Please send questions by email to info@cumberland.ca using subject line "Question Period"; Note: please limit to questions only - comments will not be read.

11. Close and Adjourn Open Meeting

Recommend THAT Council close and adjourn the meeting to the public pursuant to Section 90 of the Community Charter to consider:

- labour relations or other employee relations;

12. Adjournment of Closed Portion