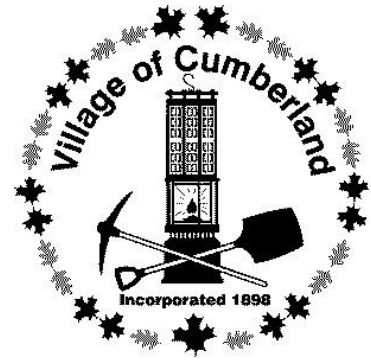


REGULAR AGENDA

19/2021/R



**The Corporation of the Village of Cumberland
Regular Council Meeting
December 13, 2021 at 5:30 p.m.
Council Chambers, 2675 Dunsmuir Avenue**

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

This meeting to be held in the Council Chambers. The public may attend in person or view live on the [Village of Cumberland YouTube Channel](#).

Masks must be worn to attend; however, vaccine cards are not required.

1. **Approval of Agenda**

1.1 Agenda for regular Council meeting, December 13, 2021

Recommendation:

THAT Council approve the agenda for the December 13, 2021 Regular Council meeting.

2. **Minutes**

2.1 Adoption of Minutes

Recommendation:

THAT Council adopt the following meeting minutes:

- Regular Council, November 22, 2021

2.2 Receipt of Committee Minutes

Recommendation:

THAT Council adopt the following meeting minutes:

- November 15, 2021 Accessibility Select Committee

3. **Delegations**

3.1 Molly Hudson, Director of Sustainability, and Colin Koszman, Land Use Forester of Mosaic Forest Management regarding update on community and operational activities in the Cumberland region.

Recommendation:

THAT Council receive the delegation from Molly Hudson, Director of Sustainability, and Colin Koszman, Land Use Forester of Mosaic Forest Management regarding update on community and operational activities in the Cumberland region.

4. Unfinished Business

5. Correspondence

5.1 Comox Valley Regional District regarding Communication Antenna Policy

Recommendation:

- i. THAT Council receive the correspondence from the Comox Valley Regional District regarding Communication Antenna Policy.
- ii. THAT Council refer the correspondence from the Comox Valley Regional District regarding Communication Antenna Policy to staff.

6. Reports

6.1 Heritage Alteration Permit and Development Variance Permit Application – 2714 Dunsmuir Ave
Prepared by Karin Albert, Senior Planner

Recommendation:

- i. THAT Council receive the “Heritage Alteration Permit and Development Variance Application – 2714 Dunsmuir Avenue” report.
- ii. THAT Council approve the heritage alteration permit (2021-02-HAP) for 2714 Dunsmuir Avenue, properties legally described as Lot 1, Block 6, District Lot 21, Nelson District, Plan 522 and The West 1/2 of Lot 2, Block 6, District Lot 21, Nelson District, Plan 522.
- iii. THAT Council approve development variance permit (2021-11-DV) to vary Zoning Bylaw No. 1027, 2014 to:
 - waive the special parking stall designation requirements for recreational vehicle or tour bus and for pregnant women or persons with young children; and
 - waive the requirement for two commercial loading stalls.
 - increase the maximum building height from 15 metres to 17 metres for the sloped roof portion of the building.

- increase the maximum lot coverage from 75% to 78%.
- iv. THAT Council deny the request to vary Zoning Bylaw No. 1027, 2014 to:
 - reduce the regular parking stall requirement by 8 stalls;
and
 - waive the special parking stall designation requirements for electric vehicles and for persons with a disability.

6.2 Minimum frontage requirement exemption – 2798 Ulverston Avenue

Prepared by: Meleana Searle, Planner

Recommendation:

- i. THAT Council receive the Minimum frontage requirement exemption – 2798 Ulverston Avenue report.
- ii. THAT Council exempt Lot 3 of the proposed subdivision of 2798 Ulverston Avenue, from the 10% minimum frontage requirement pursuant to Local Government Action Section 512, to allow a frontage of 4.6%.

6.3 Reserve and Surplus Policy Amendment

Prepared by Michelle Mason, Chief Financial Officer/Deputy CAO

Recommendation:

- i. THAT Council receive the Reserve and Surplus Policy Amendment report.
- ii. THAT Council adopt the Amended Reserve and Surplus Policy number 3.5 as presented;
- iii. AND based on the adopted Reserve and Surplus Policy, THAT Council direct staff to amend the following bylaws:
 - a. Establish the General Fund Municipal Facility Assets Renewal Reserve and adjust the language of the General Village Asset Reserve to remove buildings from this reserve in *Schedule A* of the *Reserve Funds Establishment Bylaw No. 1113, 2019*.
 - b. Add language to the *Infrastructure Asset Renewal Reserve Fund Establishment Bylaw No. 1046, 2016* to add to the purpose of the reserve for capacity building and clarify that the reserve is for linear assets.

- 6.4 Council Reports
 - 6.4.1 Mayor Leslie Baird
 - 6.4.2 Councillor Jesse Ketler
 - 6.4.3 Councillor Sean Sullivan
 - 6.4.4 Councillor Vickey Brown
 - 6.4.5 Councillor Gwyn Sproule

Recommendation:

THAT the Council Member Monthly reports be received.

7. Bylaws

- 7.1 2022-2026 Financial Plan Bylaw
Prepared by Michelle Mason, Chief Financial Officer/Deputy CAO
Recommendation:
 - i. THAT Council receive the 2022-2026 Financial Plan Bylaw Report.
 - ii. THAT Council give first, second and third reading of “2022-2026 Financial Plan Bylaw No. 1152, 2021”.

- 7.2 Sanitary Sewer Rates Amendment Bylaw No. 1155, 2021
Recommendation:
THAT Council adopt “Sanitary Sewer Rates Amendment Bylaw No. 1155, 2021”.

- 7.3 Sewer Frontage Tax Amendment Bylaw No. 1156, 2021
Recommendation:
THAT Council adopt “Sewer Frontage Tax Amendment Bylaw No. 1156, 2021”.

- 7.4 Solid Waste Rates Amendment Bylaw No. 1157, 2021
Recommendation:
THAT Council adopt “Solid Waste Rates Amendment Bylaw No. 1157, 2021”.

- 7.5 Storm Frontage Tax Amendment Bylaw No. 1158, 2021
Recommendation:
THAT Council adopt “Storm Frontage Tax Amendment Bylaw No. 1158, 2021”.

- 7.6 Water Service Frontage Tax Amendment Bylaw No. 1159, 2021
Recommendation:
THAT Council adopt “Water Service Frontage Tax Amendment Bylaw No. 1159, 2021”.
- 7.7 Water Rates Amendment Bylaw No. 1160, 2021
Recommendation:
THAT Council adopt “Water Rates Amendment Bylaw No. 1160, 2021”.
- 7.8 Revenue Anticipation Borrowing Bylaw No. 1154, 2021
Recommendation:
THAT Council adopt “Revenue Anticipation Borrowing Bylaw No. 1154, 2021”.
- 7.9 Council Procedure Amendment Bylaw No. 1153, 2021
Recommendation:
THAT Council give second and third reading to “Council Procedure Amendment Bylaw No. 1153, 2021”.
- 7.10 2021-2025 Financial Plan Amendment Bylaw
Recommendation:
THAT Council adopt “2021-2025 Financial Plan Amendment Bylaw No. 1161, 2021”.

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.

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 the Meeting to the Public

THAT Council close the meeting to the public pursuant to Section 90 of the *Community Charter* to consider:

- (a) labour relations or other employee relations;
- (j) 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*;
- (k) 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;

12. Adjournment