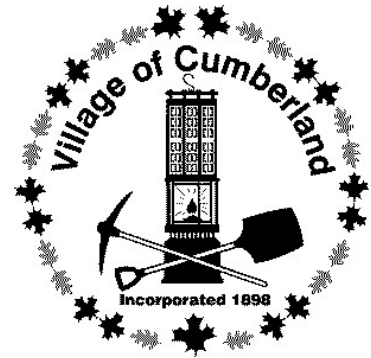


REGULAR AGENDA

6/2022/R



3

**The Corporation of the Village of Cumberland
Regular Council Meeting
February 28, 2022 at 5:30 p.m.
Council Chamber, 2675 Dunsmuir Avenue**

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

The public may view live on the [Village of Cumberland YouTube channel](#) or may attend at the Council Chambers at 2675 Dunsmuir Avenue. Masks are required.

- 1. Approval of Agenda**
 - 1.1 Agenda for regular Council meeting, February 28, 2022 1
Recommendation:
THAT Council approve the agenda for the February 28, 2022 Regular Council meeting.

- 2. Minutes**
 - 2.1 Adoption of Minutes 5
Recommendation:
THAT Council adopt the following minutes:
 - Regular Council, February 14, 2022

 - 2.2 Adoption of Committee Minutes
Recommendation:
THAT Council adopt the following minutes:
 - Heritage Committee February 7, 2022 12
 - Advisory Planning Commission February 10, 2022 18

- 3. Delegations**
 - 3.1 Maurita Prato, Coordinator of the Comox Valley Food Policy Council (CVFPC) and Kimberly Toonders, Public Health Dietitian, Island Health re: Providing a general overview of the Comox 21

Valley Food Policy Council and request to work together.

Recommendation:

- i. THAT Council receive the delegation of Maurita Prato, Coordinator, Comox Valley Food Policy Council & Kimberly Toonders, Public Health Dietitian, Island Health.

- 3.2 Twila Skinner, General Manager of the Comox Valley Farmer's Market, re: General Update on the Cumberland Farmers' Market 24

Recommendation:

- i. THAT the Committee receive the delegation Twila Skinner, General Manager of the Comox Valley Farmer's Market.

4. Unfinished Business

5. Correspondence

- 5.1 Mike Tunnah, Active Travel Project Lead, Cumberland Community School Parents Association, regarding Safety Concerns about Ulverston Street Entrance to Cumberland Community School. 32

Recommendation:

- i. THAT Council receive the correspondence from Mike Tunnah, Active Travel Project Lead, Cumberland Community School Parents Association.
- ii. THAT Council direct Staff to engage with School District #71 relating to school active travel and the intersection of First Street and Ulverston Avenue.

6. Reports

- 6.1 Development Variance Permit – 2473 Kentmere Avenue Prepared by Meleane Searle, Planner 33

Recommendation:

- i. THAT Council receive the "Development Variance Permit – 2473 Kentmere Avenue" report.
- ii. THAT Council approve the development variance permit to increase the permitted gross floor area of a secondary suite from 90.0m² to a maximum of 99.0m² on the property described as Lot 10, DL 24, Plan EPP90590 (2473 Kentmere Avenue).

- 6.2 COVID Restart Funds – Next Steps 41
Prepared by Kaelin Chambers, Economic Development
Coordinator
Recommendation:
- i. THAT Council receives the COVID-19 Restart Funding Report.
 - ii. THAT Council allocates COVID-19 Restart Funding towards the following projects:
 - \$45,000 for Village Website Upgrades,
 - \$2,430 for new chairs for the Council Chamber,
 - \$30,250 for a New Phone system,
 - \$38,720 for Upgrades to the Information Technology System Security,
 - \$2,500 for the Summer Weekend Waste Collection Service,
 - \$8,500 for the installation of operations and meeting room screens and conference equipment.
 - \$8,000 for a GPS unit for collecting operational data
- 6.3 Community Priority Issues for 2022 RCMP Annual Performance Plan Priorities 49
Prepared by Rachel Parker, Corporate Officer
Recommendations:
- i. THAT Council receive the Community Priority Issues for 2022 RCMP Annual Performance Plan report.
 - ii. THAT Council provide feedback on community priority issues for the 2022 RCMP Annual Performance Plan and authorize Mayor Baird to approve the acknowledgement of consultation.
 - iii. THAT Council request that the RCMP attend an upcoming Committee of the Whole meeting to present its annual service report.
7. **Bylaws**
- 7.1 Rezoning, 3699 Bevan Road, Third Reading and Adoption of Bylaw 1165, 2022 56
Prepared by Karin Albert, Senior Planner
Recommendation:
- i. THAT Council receive the report “Rezoning, 3699 Bevan Road, Third Reading and Adoption of Bylaw 1165.”

- ii. THAT Council give third reading to Zoning Amendment Bylaw No. 1165, 2022.
- iii. THAT Council adopt Zoning Amendment Bylaw No. 1165, 2022.

7.2 Council Remuneration Bylaw

64

Recommendation:

- i. THAT Council adopt the Council Remuneration Bylaw No. 1166, 2022.

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. Closed Portion

Recommendation:

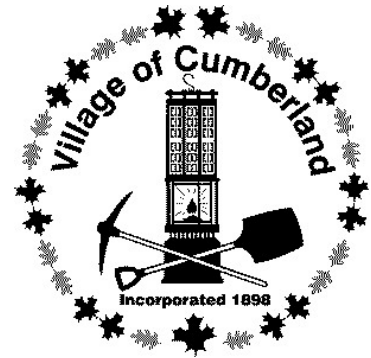
THAT Council close the meeting to the public pursuant to Section 90 of the Community Charter to consider:

- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (f) 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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

12. Adjournment

REGULAR MINUTES

5/2022/R



**The Corporation of the Village of Cumberland
Regular Council Meeting
February 14, 2022 at 5:30 p.m.**

This meeting held through electronic facilities due to public health concerns related to COVID-19.

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
Rachel Parker, Corporate Officer
Rob Crisfield, Manager of Operations
Kevin McPhedran, Manager of Parks and Recreation
Courtney Simpson, Manager of Development Services
Karin Albert, Senior Planner
Paul Nash, Liquid Waste Coordinator

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

Due to technical difficulties, Council Sproule did not participate in the meeting until item 6.7.

1. Approval of Agenda

- 1.1 Agenda for regular Council meeting, February 14, 2022
Motion 22-252

Sullivan/Brown

THAT Council approve the agenda for the February 14, 2022, Regular Council meeting.

Carried Unanimously

2. Minutes

- 2.1 Adoption of Minutes
Motion 22-253

Brown/Sullivan

THAT Council adopt the following minutes:

- Committee of the Whole, January 24, 2022
- Regular Council, January 24, 2022

Carried Unanimously

3. Delegations

None

4. Unfinished Business

None

5. Correspondence

- 5.1 Marc Rutten, P.Eng., General Manager of Engineering Services, CVRD, Request for Letter of Support for Comox Valley Regional District South Sewer Extension Project

Motion 22-254

Brown/Sullivan

THAT Council receive the correspondence from Marc Rutten, P.Eng., General Manager of Engineering Services, CVRD, Request for Letter of Support for Comox Valley Regional District South Sewer Extension Project.

Carried Unanimously

Motion 22-255

Brown/Sullivan

THAT Council support the Comox Valley Regional District Sewer Extension South Project to provide Royston and Union Bay with wastewater servicing, and the associated applications for funding, as they are aligned with our mutual goals of keeping the Trent River and Baynes Sound clean and supporting the K'ómoks First Nation in their economic development goals.

Carried Unanimously

- 5.2 Lindsay McGinn, Facilitator, Comox Valley Community Health Network, Request for Support for a Poverty Reduction Grant Application

Motion 22-256

Brown/Sullivan

THAT Council receive the correspondence from Lindsay McGinn, Facilitator, Comox Valley Community Health Network, Request for Support for a Poverty Reduction Grant Application.

Carried Unanimously

Motion 22-257

Sullivan/Brown

That Council endorse a regional application to the UBCM Poverty Reduction Planning & Action Program 2022 - Stream 2 – Action for a Collective Impact Approach to Poverty Reduction in the Comox Valley, with the Comox Valley Regional District applying for, receiving, and managing the grant funding on behalf of the Village of Cumberland.

Carried Unanimously

6. Reports

- 6.1 Development Variance Permit and Frontage Exemption – 3132 Grant Road
Motion 22-258

Sullivan/Brown

THAT Council receive the “Development Variance Permit and Frontage Exemption – 3132 Grant Road” report.

Carried Unanimously

Motion 22-259

Brown/Sullivan

THAT Council approve the development variance permit to reduce the frontage of proposed strata lot 1 on the property described as Lot C, Section 30, Plan VIP69479 (3132 Grant Road).

Carried Unanimously

Motion 22-260

Brown/Sullivan

THAT Council exempt strata lot 1 of the proposed subdivision at 3132 Grant Road, from the 10% minimum frontage requirement pursuant to Local Government Act Section 512, to allow a frontage of 1.14%.

Carried Unanimously

- 6.2 Development Variance Permit – 2782 Ulverston Avenue
Motion 22-261

Ketler/Sullivan

THAT Council receive “Development Variance Permit, 2782 Ulverston Avenue” report.

Carried Unanimously

Motion 22-262

Sullivan/Ketler

THAT Council approve the development variance permit (2021-24-DV) to reduce the exterior rear setback for a deck on the property described as Lot 1, District Lot 24, Nelson District, Plan 28034, except part in Plan VIP82131 (2782 Ulverston Ave).

Carried Unanimously

- 6.3 Development Permit, 3699 Bevan Road
Motion 22-263

Sullivan/Brown

THAT Council receive the “Development Permit, 3699 Bevan Road” report for information.

Carried Unanimously

- 6.4 Asset Management Policy
Motion 22-264

Brown/Sullivan

THAT Council receive the Asset Management Policy report.

Carried Unanimously

Motion 22-265

Brown/Sullivan

THAT Council adopt the Asset Management Policy.

Carried Unanimously

- 6.5 BC Watershed Security Strategy and Fund Advocacy
Motion 22-266

Sullivan/Ketler

THAT Council receive the BC Watershed Security Strategy and Fund Advocacy report.

Carried Unanimously

Motion 22-267

Brown/Ketler

THAT Council direct staff to prepare a written submission on behalf of the Village of Cumberland in response to the January 25, 2022, BC Watershed Security Strategy and Fund Discussion Paper and corresponding engagement opportunity; and THAT the response requests that the unique context of eastern Vancouver Island be considered in the Strategy's development and implementation and describes the Perseverance Watershed Initiative as an innovative approach to pursuing local watershed security.

Carried Unanimously

- 6.6 Wastewater Upgrade Project Update Report
Motion 22-268

Brown/Ketler

THAT Council receive the Wastewater Upgrade Project Update for information.

Carried Unanimously

Motion 22-269

Sullivan/Brown

THAT Council approve an amendment of \$200,000 to the Maple Reinders contract, from \$1,500,000 to \$1,700,000, for site clearing works.

Carried Unanimously

Councillor Sproule entered meeting at 7:00 p.m.

- 6.7 Wastewater Upgrade Project, ICIP Grant Funding Application
Prepared by Paul Nash, Project Coordinator, Liquid Waste Management Planning
Motion 22-270

Sullivan/Ketler

THAT Council receive the Wastewater Upgrade Project ICIP Grant Funding Application Report.

Carried Unanimously

Motion 22-271

Sullivan/Brown

THAT Council adopt Option 2 – the integrated project approach – as the preferred grant funding strategy for the Wastewater Upgrade Project;
THAT Council approve applying for scope change to ICIP1 funding to remove the Reed Bed and Wetland components from the Phase 1 project scope;
THAT Council approve making the application to the Investing in Canada Infrastructure Program, Environmental Quality stream, intake 3, for funding of Phase 2 of the High Performance Wastewater Lagoon Upgrade Project, for a grant value of \$2,260,000; and
THAT Council commit to funding the municipal portion of project (\$2,440,000) using a combination of existing, approved Green Municipal Fund funding (borrowing/grant) and sewer reserves for a total project amount of \$4,700,000.

Carried Unanimously

- 6.8 Council Reports
Motion 22-272

Brown/Sullivan

THAT the Council Member Monthly reports be received.

Carried Unanimously

7. Bylaws

- 7.1 Rezoning, 3699 Bevan Road, First and Second Reading of Bylaw 1165, 2022
Motion 22-273

Ketler/Sullivan

THAT Council receive the report “Rezoning, 3699 Bevan Road, First and Second Reading of Bylaw 1165.”

Carried Unanimously

Motion 22-274

Brown/Sullivan

THAT Council give first and second reading to Zoning Amendment Bylaw No. 1165, 2022; and

THAT Council direct staff to work with the Comox Valley Regional District to:

- a. register a 6 metre wide Statutory Right-of-Way for a multi-use trail running parallel to Bevan Road on the lands to be rezoned; and

- b. pursue an establishment of the multi-use trail corridor along the remainder of the Comox Valley Waste Management Centre property.

Carried Unanimously

- 7.2 Council Remuneration Bylaw
Motion 22-275

Ketler/Brown

THAT Council receive Council Remuneration Bylaw report.

Carried Unanimously

Motion 22-276

Sullivan/Ketler

THAT Council give first, second and third reading to Council Remuneration Bylaw No. 1166, 2022.

Carried Unanimously

- 7.3 Municipal Ticket Information Amendment Bylaw, No 1162, 2022
Motion 22-277

Sullivan/Ketler

THAT Council adopt Municipal Ticket Information Amendment Bylaw, No 1162, 2022.

Carried Unanimously

- 7.4 Infrastructure Asset Renewal Reserve Fund Establishment Amendment Bylaw
No. 1163, 2022
Motion 22-278

Ketler/Brown

THAT Council adopt Infrastructure Asset Renewal Reserve Fund Establishment Amendment Bylaw No. 1163, 2022.

Carried Unanimously

- 7.5 Reserve Funds Establishment Amendment Bylaw No. 1164, 2022
Motion 22-279

Sullivan/Sproule

THAT Council adopt Reserve Funds Establishment Amendment Bylaw No. 1164, 2022.

Carried Unanimously

8. New Business

None

9. Notices, Motions and Announcements

None

10. Question Period

Technical problems prevented receipt of questions at the meeting and there were no questions received by email.

11. Closed Portion

Motion 22-280

Sullivan/Ketler

THAT Council close the meeting to the public at 7:27 p.m. pursuant to Section 90 of the Community Charter to consider:

- (d) the security of the property of the municipality;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (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.

Carried Unanimously

12. Adjournment

The meeting was adjourned at 8:14 p.m.

Certified Correct:

Mayor

Corporate Officer

Discussion:

(1) The name of a building as it and/or the use of the site changes over time: The original purpose should be stated as well as the current name. Also known as/ or formerly known as are part of the value. Nicknames and colloquial usage can be listed in a postscript; and

(2) Name of the community as it changes: The statement has to list the official name of the community as registered.

McLean/Frame: “That the Committee receive the Statements of Significance on the Waverley Hotel and The Cumberland Community Church and recommend to Cumberland Village Council to add these two buildings to the Cumberland Heritage Register.

CARRIED

3.2 Committee Work-plan for 2022

Priority to look at buildings under threat first and select a variety of heritage features – e.g. buildings, natural areas, neighbourhoods. A more complete list of criteria provided in the attached work plan.

Village can add buildings to the registry without a statement of significance but need to express a value.

Take out Fernwood Heights - is not under threat

Add - Big Store - what is the status? – already on registry

- Bevan Houses
- Black Community
- Moons Records Building
- Gaol and Draegar Shack
- CRI
- consolidating and clarity of Village inventory and registries

McLean/Harris: “To adopt the work plan for 2022 with the changes discussed for presentation to Council.

CARRIED

3.3 Website

Work is ongoing on organizing the heritage info on the website. Village will add the Statements of Significance.

4. New Business

4.1 2022 Meeting Schedule

Generally, the first Monday of the month at 5:30 p.m. (except when in conflict with Council meetings)

Agenda posted the Friday before at cumberland.ca

4.2 Commemoration Plan

Rosslyn Shipp, Director of Cumberland Museum and Archives will be coming to the next meeting re a commemoration plan for the Cumberland Hotel.

A walk around of the Bevan Houses will be arranged for March. Possibility to include the Gaol/Draeger Shack and Fernwood Heights.

5. Next meeting: Monday March 7, 2022 at 5:00 pm.

6. **Adjournment:** 7:00 p.m.

Certified Correct:	Confirmed:
Chair	Corporate Officer

February 7th 2022

Village of Cumberland Council

On behalf of the Cumberland Heritage Committee, I am writing to provide you with a 2019-2021 Summary of Activities for the Committee and a 2022/2023 proposed Work Plan

2019-2021 Summary of Activities

In spite of the pandemic, the past three years have been eventful for the Committee. The Committee reviewed and provided comments on 8 referrals from Council. In addition, 5 Statements of Significance (SOS) for the Heritage Registry were completed.

The completed Statements of Significance include:

- Coal Beach and #4 Mine - with support from VIU Planning student Becky Thiessen
- The Big Store - with support from VIU Planning student Becky Thiessen
- King George Hotel - with support from VIU Planning student Neethu Syam
- *Cumberland Community Church - through Heritage Planning Consultant Elana Zysblat
- *Waverley Hotel - through Heritage Planning Consultant Elana Zysblat

*Thanks to a funding contribution from the BC Heritage Legacy Fund

This leaves only Perseverance Creek (preliminary work completed, carry over to new work plan) "Little Jerusalem" (lack of data for collective site SOS) as incomplete from our 2019 work plan, and 2 new SOS's completed in response to the potential loss of buildings or institutional memory.

The Committee has also engaged in several site visits (King George, Coal Beach, Community Church and Waverley Hotel) to support the development of SOS's.

2019 - 2021 has also seen a great deal of membership transition for the Heritage Committee with the retirement of Paul LaRonde and Melissa Roeske and the addition of Hugh McLean, Marianne Bell, Lena McCliesh, Lois Harris, Ocea Hill, Reo Prendergast and Tanis Frame.

2022 - 2023 Cumberland Heritage Committee Work Plan

1. **The Committee** will continue to support activities of a heritage nature in the Village. As identified in the Terms of Reference for the Heritage Committee, the members will continue to meet once a month, or as requested by Council, to advise Council on matters referred to the Committee including any matter falling within the scope of Part 27 of the Local Government Act.
2. **Statements of Significance:** For 2022 - 2023 the Committee has identified 7 sites for which they would like to develop statements of significance. All 7 sites are listed in the

Village's Heritage Management Plan and were identified by the community as community defining locations.

We also understand that we may not be able to complete all 7 sites but wish to have a good list to draw from when opportunity to further this work is presented. Committee members understand that we may need to play a greater role in the drafting of these documents as we may or may not have consultant support available.

The 7 sites proposed for Statements of Significance are:

- Bevan Houses (collectively)
- Jailhouse / Draegermans Building
- Wellington Rail Line
- 'Moons Records' Building
- Cumberland Recreation Institute
- Cumberland Wetlands (agricultural and beaver impacts)
- Perseverance Creek (completion)

These sites have been selected by applying a filter that considers:

- reference in the 2016 Heritage Management Plan inventory
- imminent or recent changes in ownership or management
- threats to built or natural sites, or loss of institutional memory
- ensuring a variety of site 'types'. Eg. one commercial space, one residential area, one historic industrial site and one natural asset.
- efficiency gained from working with 'cluster' heritage sites.
- opportunity to synergy with other initiatives to support research

- 3. Commemoration Plans:** In 2021 the Heritage Committee recommended a developer be required to develop a 'commemoration plan' for a property scheduled to be demolished in the Heritage Conservation Area. We are interested in engaging with the Museum to understand what a commemoration plan would entail and how it might be used (recommended) in the future.
- 4. Ongoing development of Heritage Conservation Toolkit:** The Heritage Committee recognizes the need to strengthen the Village's toolkit to incentivize heritage conservation. We believe Council shares this priority. The Committee would like to support staff in the research of a best practices inventory, including specific bylaws and other mechanisms to support heritage conservation in the Village of Cumberland.
- 5. Heritage Committee work online:** All heritage planning documents and SOSs are now accessible and available to the Committee through Sync. We hope to see all Committee minutes also stored here going forward. We hope the Village will be able to complete the digitization of the existing SOS's, heritage bylaws and related documents and make these available to the public (summary versions and links to complete documents) via

the Village website this year. This will also be a useful tool for recruiting new Committee members and engaging the public in heritage matters.

6. **Heritage plaque (or equivalent) project:** The Committee would like to support the Village in exploring possible sources of funding to update and reinstate the heritage plaque program. There are many plaques from the original program in need of updating and high interest from the community and visitors in recognizing (with owner consent) the heritage inventory of the Village.
7. **Street Naming policy:** There has been some preliminary discussion at the Committee table regarding providing input on the Village's street naming policy. This is an excellent opportunity for the Village to decolonize the street naming process but at the same time ensure cohesion, connection to place/placemaking, and the addressing of safety issues and we would be happy to support this work.
8. **The Collation of Heritage Inventories:** The Committee would like to collaborate with the Museum to identify the Village of Cumberland heritage site/building inventories that currently exist (there are several), ensure they exist in one location (digitally or otherwise) and then develop a workplan for the organization of these inventories and subsequent heritage management actions.
9. **Committee Terms of Reference:** The Heritage Committee would be happy to offer feedback to the Village for any updates to the Heritage Committee Terms of Reference. This could include the need for committee code of conduct (attendance etc)
10. **Budget:** Finally, we hope that the Village will consider allocating resources in their budgeting process that will allow for the ongoing implementation of the Heritage Management Plan including the development of Statements of Significance and Committee participation in local, regional and provincial heritage activities that support the goals of the Village.

The Committee looks forward to working with staff and council in the year ahead. We are a small but enthusiastic group who share a deep passion for Heritage issues and are delighted for the opportunity to serve our community. We are of course at your disposal and available to respond to any matters connected to Heritage in the Village.

Thank you,

Meaghan Cursons
Chair
Cumberland Heritage Committee



Village of Cumberland

Advisory Planning Commission

Minutes

The meeting of the APC was held on Thursday December 9, 2021 in the Village of Cumberland Council Chambers, commencing at 4:10pm.¹

PRESENT: Nick Ward (Chair) Jaye Mathieu
Janet Bonaguro, Secretary Troy Therrien
Neil Borecky

ABSENT: Roger Kishi
Shannon Levett

GUESTS \ STAFF: Karin Albert, Senior Planner
Meleana Searle, Planner

Item 3a – Rudi Aalborg

OBSERVERS: N/A

1. **APPROVAL OF AGENDA**

Borecky / Bonaguro: THAT the agenda be approved as presented.

CARRIED UNANIMOUSLY

2. **APPROVAL OF MINUTES**

Borecky / Ward: THAT the minutes of the meeting held October 14, 2021 be approved as presented.

CARRIED UNANIMOUSLY

3. **REFERRALS FROM COUNCIL**

(a) **Development Permit Application – 2607 Maryport Avenue**

¹ One APC member attended via electronic facilities.

Bonaguro / Borecky: THAT the Advisory Planning Commission receive “Development Variance Permit Application – 2607 Maryport Avenue”.

CARRIED UNANIMOUSLY

DISCUSSION

- Staff Comments
 - Vegetative screening is only non-compliant part of the application, staff have worked with the applicant to meet the requirements which as demonstrated in the late addition to the meeting package.
 - Applicant already has received a variance allowing the proposed ADU to project 3 feet into the front yard.
 - Lot is a double wide lot
 - All parking needs are met for all units on the property

Mathieu / Bonaguro: THAT the Advisory Planning Commission recommend to Council to approve the development permit (2021-07-DP) to permit an ADU at 2607 Maryport Avenue.

CARRIED UNANIMOUSLY

(b) Development Permit & Development Variance Permit Application – 2779 Ulverston Avenue

Borecky / Bonaguro: THAT the Advisory Planning Commission receive “Development Permit & Development Variance Permit Application – 2779 Ulverston Avenue”.

CARRIED UNANIMOUSLY

DISCUSSION

- Staff Comments
 - Shed is considered a structure as it has a roof (even though it doesn't have a foundation), it counts towards the lot coverage.
 - Side setback shows an encroachment onto the neighbour's yard by the roof eaves. Been there since 1996 and never been any complaints. Still under 40% lot coverage.
- APC Discussion
 - No past disputes for either the garage (proposed ADU) or the existing shed on file at the Village.
 - If the shed is taken down at some point in the future, then any new structure needs to conform with the zoning bylaw at that time; a new structure will not be grandfathered into the setbacks granted under this variance.

Bonaguro / Therrien: That the Advisory Planning Commission recommend approval of the development variance permit (2021-19-DV) to bring the rear and side setbacks for the proposed ADU and shed into compliance and that the Advisory Planning Commission recommend approval of the development permit (2021-12-DP) to permit an ADU at 2779 Ulverston Avenue.

CARRIED UNANIMOUSLY

4. NEXT REGULAR MEETING

January 6, 2022 at 5:30pm - Planning information session at Council Chambers (all planning related Council committee members invited).

Thursday January 13, 2022 at 4:00pm (pending any referrals from Council).

5. TERMINATION:

Borecky / Bonaguro: THAT the meeting terminate.

Time: 4:34pm

Certified Correct: _____	Confirmed: _____
Chair	Deputy Corporate Officer

Subject: FW: CV Food Policy Council, Presentation materials
Attachments: About the CV Food Policy Council.pdf; Municipal Role in Food Systems_Central Kootenay FPC.pdf

From: Maurita Prato <maurita@lushvalley.org>
Sent: February 23, 2022 10:40 AM

Subject: CV Food Policy Council, Presentation materials

- Brief summary of the topic you are presenting:

The intention of this presentation is to provide a general overview of the Comox Valley Food Policy Council so that Cumberland Mayor and Council have a greater understanding of the work we do and why we do it, and how we can work together to support mutual goals.

- Name and title of any presenters (Please specify the board members who will be presenting).

Kimberly Toonders, Public Health Dietitian, Vancouver Island Health Authority
Maurita Prato, Coordinator, Comox Valley Food Policy Council

- Outline of any specific asks of Council

A request to work together and recognize that we are available as an advisory body when issues related to food systems and food policies arise.

Please excuse delays in response as I work 35hr a week in the Executive Director role and I am out of the office on Fridays.

Maurita Prato

Executive Director

LUSH Valley Food Action Society

[\(250\) 331-0152](tel:2503310152)

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www.lushvalley.org

“We are not the survival of the fittest. We are the survival of the nurtured.”- Louis Cozolino

I respectfully acknowledge that the land we gather on is on the Unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

What is the Comox Valley Food Policy Council?

The goal of the Comox Valley Food Policy Council (CVFPC) is to provide a forum for advocacy and policy development that works towards the creation of a food system that is ecologically sustainable, economically viable and socially just. It is also to examine the operation of a local food system and provide ideas and policy recommendations for how it can be improved.

Vision:

The Comox Valley has a thriving local food system where food is celebrated and farmers, food growers and harvesters are supported. Through local food systems the region strives towards reconciliation, ecological sustainability and climate change mitigation. Community food security ensures access to healthy and culturally appropriate food for all, and food systems education is a priority.

Mission: We support and work with decision makers and community members to implement policy and practices aligned with our vision.

Background: In October 2019 the CVFPC had its inaugural meeting. The CVFPC is an initiative of LUSH Valley Food Action Society (LUSH), which acts as a fiscal host and provides the CVFPC coordinator. The CVFPC is guided by its own Terms of Reference that outline specific details for composition, membership and governance of the council.

The CVFPC is a hybrid committee of civil society organizations and government (it is not an official committee of Comox Valley Regional District). It is supported in principle by the Comox Valley Regional District with positions for appointed representatives from municipal and regional governments, and K'ómoks First Nation. The CVFPC maintains significant linkages to local government via staff and elected officials, and is financially supported by a diversity of sources.

Current members of the CVFPC have worked together to define their direction and priorities.

Lens': When moving forward, we consider whether the proposed policy or action contributes to:

- Food equity/access
- Climate change mitigation/adaptation
- Reconciliation
- Systems change

On-going priorities for the CVFPC:

1. Supporting a regional agricultural area and food security plan process as needed
2. Supporting other Official Community Plans, the Regional Growth Strategy and municipal and regional planning processes
3. Acting as an advisory board for local government and others

Strategic Priorities for 2021:

1. Support the creation of a local food aggregation and distribution hub and related local food procurement policies.
2. Advocate for and develop policy related to healthy school food access and food-systems education
3. Support and advocate for policy development relating to food access and poverty

Join Us! Learn more about the CVFPC at lushvalley.org/cvfpc/about If you are interested in joining us we would love to hear from you. Please fill in the Expression of Interest form on our website, or contact maurita@lushvalley.org if you have questions.

MUNICIPAL ROLE IN FOOD SYSTEMS

Created by the Central Kootenay Food Policy Council. Find out more at ckfoodpolicy.ca



Food systems are complex, as are the communities they nourish. This infographic promotes a coherent and strategic approach to food systems engagement. It provides examples of actions for integrating food systems into existing municipal services and activities.

FOOD SECURITY

exists when individuals and households have sufficient food to meet their needs on an ongoing basis.










FOOD ECONOMIES

are created by the businesses (farms, food processors, retailers, restaurants, distributors) that participate in food supply chains.

FOOD LITERACY

(re)builds skills for growing, harvesting, storage & cooking of food, and creates an understanding of how food systems function.

Sectoral Responsibilities of Municipal Governments in Canada

ECONOMIC WELL-BEING	ENVIRONMENTAL SUSTAINABILITY	SOCIAL DEVELOPMENT
 Collaborate with social service agencies and use the city's internal communications expertise and platforms to disseminate information on food available to those who are impoverished / hungry.	 Commit to not expanding municipal boundaries, building up, not out; zone & maintain a database of land suitable for food-related businesses.	 Ensure that higher density housing, particularly for those on lower incomes, is well connected to public transit and enables ready access to venues with healthy food (including emergency food services).
 Establish and implement targets for local food procurement at all City venues and events that serve food.	 Enable permanent location with high pedestrian traffic for the Farmers Market, with indoor option for winter markets.	 Create a Food Charter; support and participate in a food policy council.
 Assess and remove barriers to food gardens on private lots (front, side and backyard options); develop and pass bylaws that permit backyard flocks, meat rabbits, and beekeeping.	 Establish municipal and household organic waste composting and make finished compost available at low or no cost for food production in private and public gardens.	 Undertake an assessment of city-owned land most suitable for public food-related activities; lower barriers to access and use (harvest festivals, community gardens, food-based events).

Additional Resources available at: ckfoodpolicy.ca/municipal-food/



Enable & Promote

23



Bylaw or policy change



Repurpose internal resources (staff, infrastructure)



New investment

From: Village of Cumberland
Subject: FW: Delegation for February 28, 2022 Council Meeting

From: Info CVFM <info@cvfm.ca>
Sent: February 18, 2022 9:30 PM
To: Village of Cumberland <info@cumberland.ca>
Subject: Delegation for February 28, 2022 Council Meeting

Good evening

The Comox Valley Farmers' Market would like to request to appear as a delegation before Council at the regular meeting on February 28, 2022.

1. the names of the proposed speakers

Twila Skinner, General Manager

2. the topic of discussion,

General Update on the Cumberland Farmers' Market and the Cumberland Nutrition Coupon Program. Information about the 2022 Farmers' Market and potential expansion will also be provided. There will also be a brief discussion about the 2022 Grant Program Funding and the market..

3. any action or resolution specifically requested of the Council,

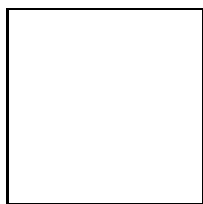
None

4. the date of the preferred meeting.

February 28, 2022

Have a good one

Thanks



Twila Skinner (she/her)

General Manager, Comox Valley Farmers' Market Association

Phone/Text: 250 650 8544

We respectfully acknowledge that we work and live on the Unceded traditional territory of the K'òmoks First Nation.



**Comox Valley Farmers' Market
2021 Cumberland Farmers' Market
Nutrition Coupon Program
Final Report**

About the Cumberland Farmers' Market Nutrition Coupon Program

Since the beginning, the Comox Valley Farmers' Market (CVFM) has been rooted in supporting and promoting the local farm and food community. In late 2015 the Comox Valley Farmers' Market identified the need, from both a farmers and customers perspective, to improve access to fresh, locally grown and produced nutritionally dense food in the Village of Cumberland. In the summer of 2016 in the green space right on the main street between the Cumberland Village Bakery and the former Wandering Moose Café on Dunsmuir Avenue, the Cumberland Farmers' Market was born.

The Comox Valley Farmers' Market has been facilitating, in partnership with Cumberland Community School Society (CCSS) and various public and private funders, a nutrition coupon program for residents of Cumberland since the summer of 2016. Although in the works, there are currently no other formal support services, such as a food bank, for low-income families and individuals in the Village of Cumberland to access. This lack of supports makes our coupon program so very valuable. The program provides \$20 per week in coupons to low-income individuals to purchase whole foods such as meat or poultry, fish or seafood, vegetables, fruit, nuts, eggs and cut herbs at the market.

The nutrition coupon program is one of the keys to the success of the Cumberland Market. It ensures a steady flow of shoppers each week and brings a key component of food security to the Village. The importance of this Cumberland Nutrition Coupon Program was amplified again this year due to effects related to the global pandemic. There was a noticeable increase in demand.



2021 Cumberland Farmers' Market Nutrition Coupon Program

In 2021 a total of \$9400 in funding was generously provided by First Credit Union (\$4000) and the Village of Cumberland (\$5400). With these funds we were able to distribute \$9405 in coupons to allow 154 participants, including 68 children (0 years to 18 years of age), 73 adults (19 years to 64 years of age) and 13 seniors (65 and older), to access local healthy and nutritionally dense whole foods each week over a 13-week period between June 20, 2021 and September 12, 2021. Participants were chosen based on qualifications and need defined by the CCSS. In addition to the returning participants, there were several new participants.

A total of 1899 (\$9405) coupons were distributed over the 13-week program. 1458 (\$7290) of these coupons were handed out directly to participants at the market on Sundays while 423 (\$2115) were used by CCSS and farmers' market staff to purchase qualifying products directly from CVFM farmers for the Healthy Food Box Program. In total of 1881 coupons were redeemed for a redemption rate of 99.05%.

Although the redemption rate was high (ie the number of participants picking up and redeeming their coupons), the participant rate (number of registered participants that were able to attend the market and purchase qualifying products vs the number of registered participants that were not able to attend the market) was low. Due to barriers such as COVID-19, health issues, lack of transportation, anxiety, lack of childcare and work schedule to name a few, some participants were unable access the nutrition coupon program. A similar trend was noticed with our Saturday Nutrition Coupon Program run by the BCAFM. We worked with CCSS staff to find ways to ensure that participants were able to benefit from this program.

One way we were able to achieve this was through the CCSS Healthy Food Box Program. The CCSS Healthy Food Box program provides bi-weekly deliveries of fresh whole foods to residences of Cumberland who are unable to access food due to financial circumstances. To ensure that participants who were registered in the Farmers' Market Nutrition Coupon Program but were unable to attend the Farmers' Market as well as other Cumberland residence who were registered in the Healthy Food Box Program but not in the Farmers' Market Nutrition Coupon Program (due to reasons such as working on Sunday or no transportation etc) were able to benefit from the Farmers' Market Nutrition Coupon Program, \$2115 (or 423 coupons) was used to purchase qualifying products directly from CVFM farmers to be distributed as part of the CCSS Healthy Food Box program on two occasions in September (September 10, 2021 and September 24, 2021). A total of 96 Healthy Food Boxes (48 boxes per delivery date x 2 delivery dates) were distributed benefiting 145 individuals. Of these 145 individuals, 72 individuals did not access the nutrition coupon program while 73 directly benefited from the nutrition coupon program. There were 3 households that accessed the nutrition coupon program that were not part of the Healthy Food Box Program.

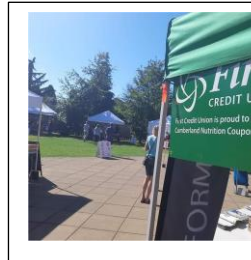
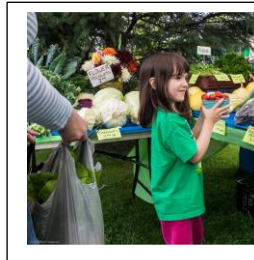
An additional benefit of purchasing qualifying products in bulk directly from the farmer for the Healthy Food Box program was the connections made with farmers. This led to additional products being purchased by the CCSS for the Food Boxes directly from CVFM Farmers several weeks after the coupon program was over. This included direct purchases from one farmer from Cumberland.

In addition to the Healthy Food Box program, we also worked with the CCSS and the participants to make arrangements to have someone else pick up the coupons and purchase product on their behalf. Some participants preferred to attend the market less frequently, in this case we would hold previous weeks coupons based on prearranged pickup dates. We continue to work with CCSS staff to ensure that participants are able to access the program.

Benefits of Cumberland Farmers' Market Nutrition Coupon Program

The Cumberland Farmers' Market Nutrition Coupon program has numerous benefits to participants, the Village and to vendors including:

- A venue for healthy, family-oriented community gathering. Note that under COVID-19 restrictions this was not possible this year.
- Improving access to fresh, locally grown/produced whole foods
- Developing small scale food producers in the Village
- Supporting existing businesses in Cumberland by drawing shoppers to the Village



Funding Expenditures

The following is a break down of the expenditures related to the Coupon Program:

Income

Coupon Funds Available: \$9400

Total Income **\$9400**

Expenses

Participant Coupons: \$9405

Total Expenditures **\$9405**

Total Profit/Loss (\$5.00)

The cost of printing the coupons and staff time was not deducted from the funding in order to ensure that more participants were able to benefit from the program.

Farmers' Market Vendors and Customer

Despite being in a global pandemic, it was another successful year for the Cumberland Farmers' Market. In fact, this was the best year since this market was started in 2016. As with the previous year we started our season 2 weeks earlier.

As a result of Provincial Health Officer (PHO) Orders, restrictions such as space between vendors and accommodations for physical distancing of customers, placed on the market in response to COVID-19 as well as changes to the venue (addition of picnic table), we were not able to accommodate as many vendors as we have in previous years or include live music and seating. We made sure that there was a good selection of whole food vendors each week so that coupon participants were able to use their coupons. Customer counts appear to be up over the previous year and are tending towards pre-pandemic numbers.



Advertising and Promotion

We value all the support and funding for this important program as it brings a key component of food security to the Village. We proudly recognize our sponsors on our website (cvfm.ca) and on social media as well as through signage at the market.



Going Forward

Our plans for the 2022 Nutrition Coupon Program include:

- Increase the number of Nutrition Coupon participants. We anticipate that as the effects of the global pandemic continue, there will be an increased demand for this program. We would like to add, at minimum, another 6 participants or \$1560 in coupons in 2022.
- Increase the number of vendors attending including the diversity of the farmers (ie more eggs, meat and produce varieties).
- Increase the customer base by working with local business, customers and other stakeholders.
- Increase participation rate (registered participants that attend the market vs the registered participants that do not attend the market) by working closely with our Community Partner (CCSS) and the participants to ensure that any barriers have been illuminated or reduced.

Thank You



On behalf of the Board, Vendors and Staff of the Comox Valley Farmers' Market and the participants of the Cumberland Nutrition Coupon Program, we want to extend a big heartfelt **Thank you** for helping make all this possible. We appreciate the dedication of Village of Cumberland to building strong communities by ensuring that programs such as the Cumberland Nutrition Coupon Program, that help increase food security in the Village of Cumberland, are supported.

We look forward to working with you again in 2022!

Additional Information

If you require additional information or more details about the program or the Comox Valley Farmers' Market, please do not hesitate to contact us:

Twila Skinner, General Manager

Phone: (250) 650-8544

Email: info@cvfm.ca

From: Village of Cumberland
Subject: FW: Safety concerns about Ulverston street entrance to Cumberland Community School

From: Mike Tunnah [REDACTED]
Sent: February 19, 2022 9:49 PM
To: Leslie Baird <mayor.baird@cumberland.ca>; Vickey Brown <councillor.brown@cumberland.ca>; Jesse Ketler <councillor.ketler@cumberland.ca>; Sean Sullivan <Councillor.sullivan@cumberland.ca>; Gwyn Sproule <councillor.sproule@cumberland.ca>
Subject: Safety concerns about Ulverston street entrance to Cumberland Community School

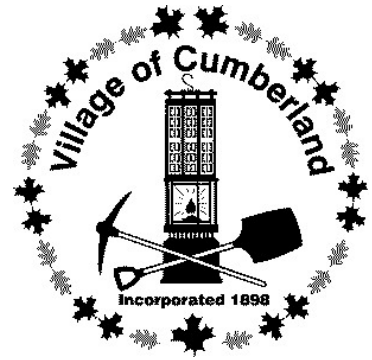
Hello Mayor and Council,

Through our Active Travel work we have identified that the Ulverston area off of 1st is dangerous and congested due to a combination of too many vehicles and the high volume of vulnerable road users. We would ask that the Village of Cumberland work with School District #71 to find solutions to this issue.

thank you for your time and attention and above all service to our community,

Mike Tunnah
Active Travel project lead
[REDACTED]

COUNCIL REPORT



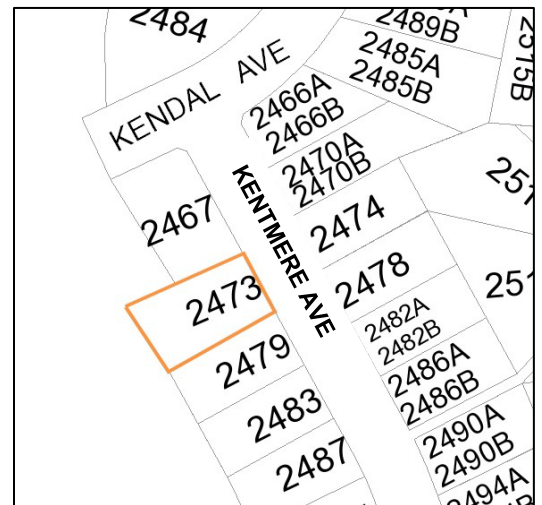
REPORT DATE: 2/10/2022
MEETING DATE: 2/28/2022

File No. 2022-01-DV

TO: Mayor and Councillors
FROM: Meleana Searle, Planner
SUBJECT: Development Variance Permit – 2473 Kentmere Avenue

RECOMMENDATION

- i. THAT Council receive the “Development Variance Permit – 2473 Kentmere Avenue” report.
- ii. THAT Council approve the development variance permit to increase the permitted gross floor area of a secondary suite from 90.0m² to a maximum of 99.0m² on the property described as Lot 10, DL 24, Plan EPP90590 (2473 Kentmere Avenue).



PURPOSE

The Village has received an application for a development variance permit at 2473 Kentmere Avenue. The applicant wishes to vary the maximum permitted gross floor (GFA) area for the secondary suite. As per the Zoning Bylaw, secondary suites must have a total GFA of not more than 90.0m² (968.8ft²). The applicant is proposing that the secondary suite be varied to a maximum of 99.0m² (1,068.0ft²) to accommodate a second bedroom. The purpose of this report is to seek Council approval.

BACKGROUND

Proposed Development

The property owner currently has an active building permit for a single-family dwelling with a secondary suite at 2473 Kentmere Avenue. The applicant is requesting to increase the gross floor area of the secondary suite from 90metres² (844ft²) to 99metres² (1068ft²) to accommodate a larger second bedroom. The current GFA percentage distribution of the secondary suite is 25.5%. With the requested variance the percentage would be 29.8% which is still below the permitted 40%. The applicant is required to provide a minimum of one parking space for use by the tenant of the secondary suite. This was confirmed during the building permit process.

Official Community Plan

The subject property is within Development Permit Area 8 - Mixed Land Use, however a development permit is not required for single-family residential.

Zoning Bylaw

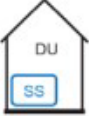

The subject property is located in the MU-1 Zone – Mixed Use Residential Zone. Secondary suites are permitted as a secondary use on single family dwelling lots.

Section 4.10 Secondary Suites d) outlines that *Secondary Suites* must have a total *GFA* of not more than 90.0square metres(968.8square feet). For the purposes of this section, *GFA* does not include areas used for common storage, common laundry facilities, or common areas used for egress. And that *Secondary Suites* must have a *GFA* of less than 40% of the *GFA* of the residence. For the purposes of this section, *GFA* calculation does not include attached garages).

British Columbia Building Code

Effective December 12, 2019 the province of BC introduced revisions to the Building Code related to secondary suites. The intent of these changes was to remove barriers to the creation of more affordable housing. Secondary suites help provide more affordable housing options by expanding a community’s rental stock. One of the major changes to the BC Building Code was the discontinuation of prescribed floor space amounts and percentage distribution. The chart below shows a comparison of changes.

Comparison of Changes

Provision	Previous BC Code 2018	BC Code 2018 Revision 2 Change
Total floor area of the secondary suite	A secondary suite shall have a total floor space of not more than 90 m ² in area.	No limit to floor space of a secondary suite.
Percentage distribution of the floor space of the secondary suite to the habitable space of the building	A secondary suite shall have a floor space less than 40% of the habitable space of the building.	No limit to the percentage distribution of the secondary suite to the habitable space of the building.
Building type where secondary suites are permitted	A secondary suite shall be located within a building of residential occupancy containing only one other dwelling unit. 	The building may contain other dwelling units or occupancies that are horizontally adjacent; they may not be located above or below each other. 
Real estate entity	A secondary suite shall be located in, and part of, a building which is a single real estate entity.	No change: the secondary suite and the other dwelling unit in the house constitute a single real estate entity; the secondary suite may not be separately strata-titled or otherwise subdivided from the other dwelling unit.

The introduction of the new requirements for the design and construction of secondary suites in the BC Building Code does not supersede existing land use bylaw regulations that limit the size of a secondary suite. Local governments are encouraged consider amending their bylaws to remove

any previous code references. At this time Cumberland has not amended Zoning Bylaw No. 1027, 2016 to reflect the changes to the BC Building Code.

ANALYSIS

Development Variance Permit

Land use justification

Best practices for evaluating development variance permit applications typically look for an acceptable land use justification such as:

- i. the ability to use or develop the property is unreasonably constrained or hindered by having to comply with the bylaw requirement;*
- ii. there is a net benefit to the community or immediate area that would be achieved through the variance approval; or,*
- iii. the proposed variance would allow for more efficient and effective use and development of the subject property.*

The requested variance to increase the permitted GFA of a secondary suite allows for more livable space increasing the potential for the unit to be occupied by a family. This could be considered a benefit to the community and allows for more efficient use of the subject property.

Impacts of the Variance

Where a land use justification for a proposed variance has been demonstrated, the application should then be evaluated based upon the impact(s) (positive or negative) of the variance.

Impact(s) may be classified into the following three general categories:

- i. Aesthetic impact. This includes the impact of the proposed variance on the streetscape, the views from adjacent properties, compatibility with neighbourhood design standards, etc.*
- ii. Functional impact. This includes the impact of the proposed variance on the function of the property for the permitted uses and the potential impact of the variance on the function of adjacent properties, or road right-of-ways.*
- iii. Environmental impact. This includes the impact of the proposed variance on the long-term sustainability of the natural environment or the direct impact on a specific feature of the natural environment.*

Staff do not identify any aesthetic, functional or environmental impacts of the variance and consider this variance to be minor.

PUBLIC NOTIFICATION AND CONSULTATION

Pursuant to the requirements of the Village of Cumberland Development Procedures and Fees Bylaw No. 1073, 2018:

1. The Applicant has placed the required signage on site.
2. Village staff prepared a notice of Council consideration of a Development Variance Permit which was mailed to owners and occupants of properties within 75.0 metres on February 16, 2022, meeting the Bylaw minimum of 10 days before Council considers the application.

At the time of this report, staff have not received any correspondence from the public regarding this application.

ALTERNATIVES

1. THAT Council deny the development variance permit to increase the permitted gross floor area of a secondary suite from 90.0m² to a maximum of 99.0m² on the property described as Lot 10, DL 24, Plan EPP90590 (2473 Kentmere Avenue).
2. THAT Council refer the development variance permit to increase the permitted gross floor area of a secondary suite from 90.0m² to a maximum of 99.0m² on the property described as Lot 10, DL 24, Plan EPP90590 (2473 Kentmere Avenue) to the advisory planning commission.

STRATEGIC OBJECTIVE

- Healthy Community
- Quality Infrastructure Planning and Development
- Comprehensive Community Planning
- Economic Development

FINANCIAL IMPLICATIONS

None.

OPERATIONAL IMPLICATIONS

The review of development variance permit applications is part of the services provided by Development Services.

CLIMATE CHANGE IMPLICATIONS

The addition of secondary suites in existing and proposed housing stock helps the Village achieve its climate change targets by facilitating more compact growth within an existing node.

ATTACHMENTS

1. 2022-01-DV DRAFT
 - a. Floor Plan of Secondary Suite

CONCURRENCE

Courtney Simpson, Manager of Development Services **CS**

Respectfully submitted,

M. Searle

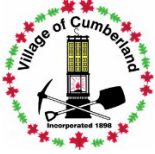
Name

Meleana Searle, Planner

C. Postings

Clayton Postings

Chief Administrative Officer



TO: Mike Jensen

OF: 2281 Canterbury Lane, Campbell River, BC V9W 7Y4

This Development Variance Permit (2022-01-DV) is issued subject to compliance with all of the bylaws of the Village of Cumberland applicable thereto, except as specifically varied or supplemented by this Permit for the purposes of increasing the Gross Floor Area of a secondary suite.

1. This Development Variance Permit applies to and only to those lands within the Village of Cumberland described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot 10, DL 24, Plan EPP90590

Folio: 516 00394.946 **PID:** 030-770-319

Civic Address: 2473 Kentmere Avenue

2. The land described herein shall be developed strictly in accordance with the following terms and conditions and provisions of this Permit: The Zoning Bylaw No.1076, 2016 is varied as follows:

Section 4.10, d) The secondary suite Gross Floor Area if varied to a maximum of 99.0 square metres (1,068.0ft²). For the purposes of this section, Gross Floor Area does not include areas used for common storage, common laundry facilities, or common areas used for egress.

3. **Security**

None.

4. **Expiry**

Subject to the terms of the Permit, if the Applicant of this Development Variance Permit does not substantially start any construction with respect to which the Permit was issued within 2 years after the date it is issued, the Permit lapses.

5. **Timing and Sequencing of Development**

None.

6. **List of Reports or Plans attached as Schedules**

1. Schedule A – Floor Plan of Secondary Suite

7. **Contaminated Sites Regulation** (choose one of the following as applicable)

This Permit is issued pursuant to the requirements of the *Environmental Management Act*, whereby the Applicant has completed a “Site Declaration” for the subject property.

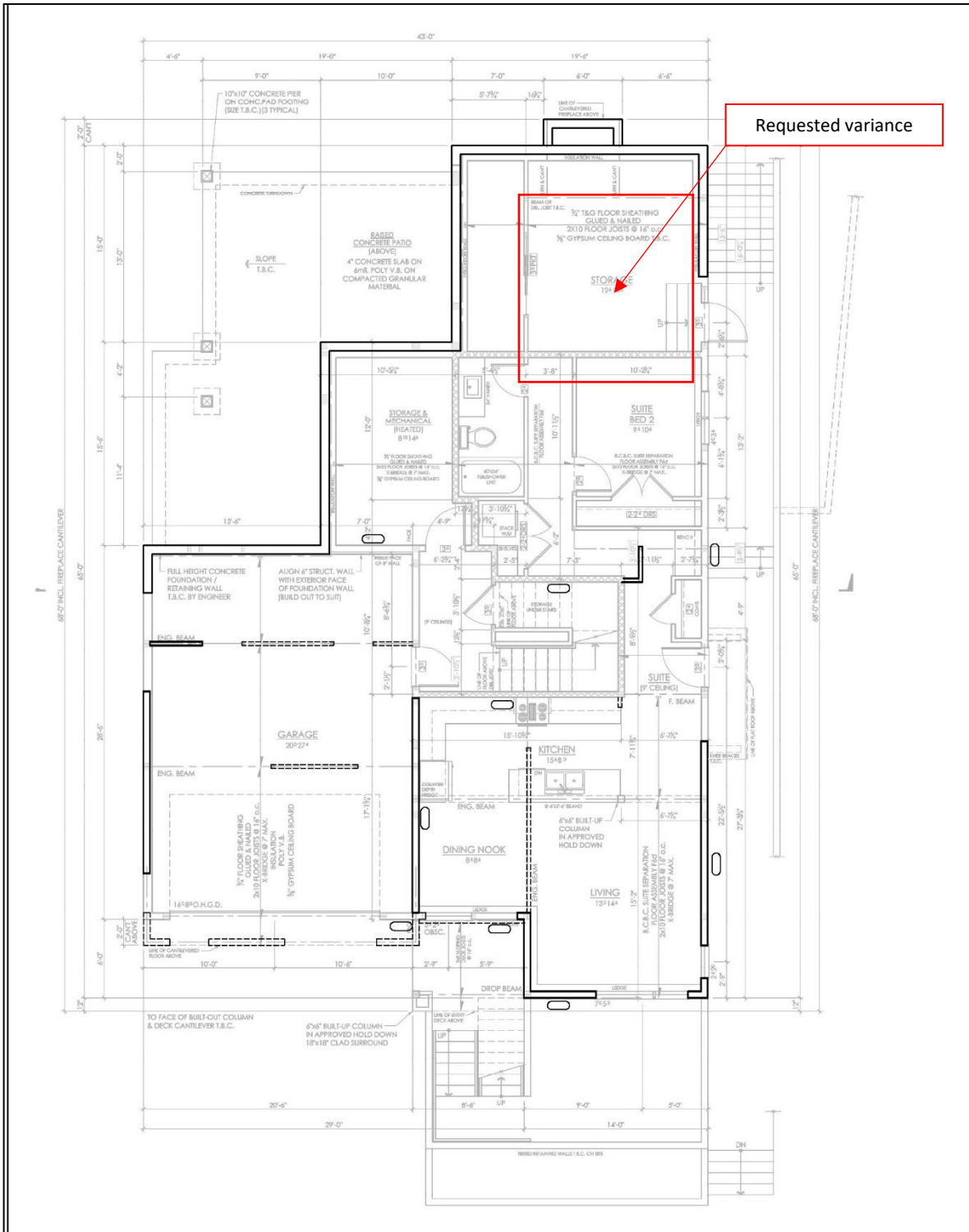
8. This Permit is **not** a Building Permit.

CERTIFIED as the DEVELOPMENT VARIANCE PERMIT approved and issued by resolution of the Council of the Corporation of the Village of Cumberland on _____, 2022.

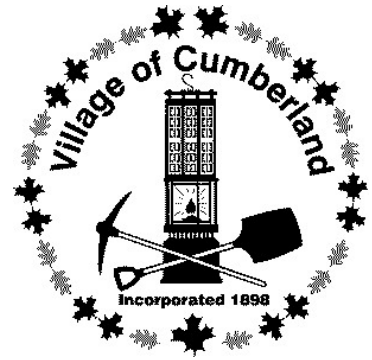
Corporate Officer

DRAFT

Schedule A – Floor Plan of Secondary Suite



COUNCIL REPORT



REPORT DATE: 2/23/2022
MEETING DATE: 2/28/2022

File No.

TO: Mayor and Councillors
FROM: Kaelin Chambers, Economic Development Officer
SUBJECT: COVID-19 Restart Funding Report

RECOMMENDATION

- i. THAT Council receives the COVID-19 Restart Funding Report.
- ii. THAT Council allocates COVID-19 Restart Funding towards the following projects:
 - \$45,000 for Village Website Upgrades,
 - \$2,430 for new chairs for the Council Chamber,
 - \$30,250 for a New Phone system,
 - \$38,720 for Upgrades to the Information Technology System Security,
 - \$2,500 for the Summer Weekend Waste Collection Service,
 - \$8,500 for the installation of operations and meeting room screens and conference equipment.
 - \$8,000 for a GPS unit for collecting operational data

PURPOSE

The purpose of this report is to provide Council with an overview of the use of the Village's restart funding to date and to present further detail on opportunities/initiatives identified by Council and/or staff through previous Restart reports and discussions.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
Dec 14, 2020	<p>THAT Council direct COVID-19 Safe Restart Grant for Local Governments funds to fund the 2021 capital projects identified within the 2021-2025 Financial plan for \$35,700.</p> <p>THAT Council direct COVID-19 Safe Restart Grant for Local Governments funds to fund the Phase 1 office renovations and Council Chambers Video system, for an amount of \$145,000, and that these funds be directed to replenish the reserves originally used for these projects.</p> <p>THAT Council direct the use of COVID-19 Safe Restart Grant for Local Governments funds to fund the following priority projects: Fibre Optic connection, Server and Communication upgrades, and Village facility upgrades for an amount of \$199,300.</p>

March 8, 2021	<p>THAT Council approves \$223,500 for the Information Technology and Fire Hall generator expenditures to be funded through the general financial stabilization reserve – COVID-19 Restart Funds and direct staff to amend the adopted 2021-2026 Financial Plan bylaw to reflect this expenditure.</p>
April 12, 2021	<p>THAT Council allocates COVID-19 Restart funding through funding agreements to the following organizations:</p> <ul style="list-style-type: none"> • \$35,000 to the Cumberland Community School Society for the Food Share Program, • \$5,400 to the Comox Valley Farmers’ Market for the Food Coupon Program, • \$10,000 to the Cumberland Business Association for continued start up and 2021 Operating Funding.
May 10, 2021	<p>THAT Council allocates \$25,000 in Restart Funding towards the development of a corporate communication plan and activities; AND THAT Council direct staff to apply for funding to the Island Coastal Economic Trust (ICET) Economic Development Readiness Program to support/supplement the development of a corporate communication plan.</p> <p>THAT Council allocates \$2,500 in Restart Funding towards additional janitorial services.</p> <p>THAT Council allocates \$20,000 in Restart Funding towards increased COVID-19 related bylaw services.</p> <p>THAT Council allocates \$20,000 in Restart Funding to support downtown improvements, including the expansion of public walkways and/or safety barriers for patio areas.</p> <p>THAT Council allocates \$20,000 in Restart Funding towards the installation of Village wayfinding signage: AND THAT Council direct staff to apply for funding to the Island Coastal Economic Trust (ICET) Economic Development Readiness Program to support/supplement the development of wayfinding signage.</p> <p>THAT Council allocates \$5,000 in Restart Funding towards the installation pedestrian safety signage and/or speed signs/indicators.</p> <p>THAT Council recommend staff work with the Cumberland Business Association in addressing the requests/recommendations outlined in their letter to Council on April 15, 2021, as well as those overlapping interests identified within the COVID-19 Restart Funding report.</p> <p>THAT Council waive all 2021 permit application fees for a Sidewalk Café Permit and/or refund those permitting fees already paid for a 2021 Sidewalk Café Permit as a special 2021 COVID recovery initiatives in support of all local businesses.</p>
July 26, 2021	<p>THAT the Committee recommend that Council allocate \$8,000 from the COVID-19 Restart Fund to support minor facility improvements, building signage, and new program delivery in the Cultural Centre.</p>
September 27, 2021	<p>THAT Council receive the Proposed Development of a Recreation, Arts and Cultural Master Plan report.</p> <p>THAT Council allocate \$70,000 in COVID-19 Safe Restart Grant for Local Government funds to fund the development of a Recreation, Arts and Culture Master Plan.</p> <p>THAT Council allocates \$5,425 in Restart Funding towards the installation of automated/timed door locks on public washroom doors at the Cumberland Recreation Centre parking lot.</p>

	<p>THAT Council allocates \$30,000 in Restart Funding towards the Village’s 2022 annual fees related to the IT infrastructure upgrades completed (fibre optic and IT upgrade related licensing fees).</p> <p>THAT Council direct staff to report back to Council on options to utilize Restart Funding in support of the Village’s 2022 Community Grant in Aid Program.</p>
November 8, 2021	<p>THAT Council allocates Restart Funding towards the following initiatives</p> <ul style="list-style-type: none"> • \$60,000 towards the Office Phase 3 Renovations. • \$34,000 towards the construction of the Fire Hall Emergency Generator Pad. • \$25,000 towards increased bylaw services for 2022. • \$7,000 towards Council Meeting Software. • \$6,500 towards Recreation Facilities Water/Filling Stations. • \$3,000 towards the 2022 Summer Series in the Park. • \$2,500 to the Inclusion and Accessibility Committee to undertake a public event to promote social equity and inclusion in the Village. <p>THAT Council consider establishing a one-time (2022) Restart Grant Program, and direct staff to present a program framework for Council’s consideration; AND THAT Council allocates \$40,000 in Restart Funding for use within the 2022 Restart Grant Program.</p>
January 10, 2022	<p>THAT Council approves the COVID-19 Restart Grant in Aid Program Guidelines and directs staff to implement the Program.</p>

BACKGROUND

In early 2021, Council directed staff to utilize Restart Funding in support of Council’s Community Grant in Aid Program. In March 2021, Restart funding totalling \$50,400 was awarded by Council to the Cumberland Community School Society (\$35,000), Cumberland Business Association (\$10,000) and Comox Valley Farmer’s Market (\$5,400).

In September 2021, recognizing the ongoing challenges related to COVID, council directed staff to report back on options to utilize Restart Funding in support of the Village’s 2022 Community Grant in Aid Program. To-date, staff have received one request for grant in aid support and anticipate further financial requests from community organizations for 2022.

In November 2021, staff brought forward a recommendation for Council to establish a COVID-19 Restart Grant in Aid Program to provide one time funding support to community organizations who continue to be challenged by the economic impacts of COVID-19. This additional grant program is to exist in addition to the annual community grant program and will include the following guidelines.

To ensure consistent funding application requirements for all applicants and allow Council to review individual applications on a case-by-case basis.

In addition to establishing the COVID-19 Restart Grant in Aid Program, Council also allocated \$40,000 for use within the grant program. A further \$138,000 in Restart Funding was also allocated by Council towards further organizational infrastructure improvements and community services support.

In December 2021, Council also directed \$13,000 in Restart Funding for the Village to participate (via one year contract) within the Comox Valley Regional Districts newly established Regional Tourism Visitor and Destination Marketing Service.

A further \$32,000 was also allocated towards a Fire & Emergency Service Review, including an allocation to increase to Deputy Fire Chief hours for COVID recovery support.

COVID RESTART REMAINING FUNDS

Including recent allocations described above, Council has directed approximately \$1,082,825 in Restart Funding towards recent activities and initiatives. The funds have earned \$14,030 in interest. As a result, there is a remaining \$243,205 in available funding. Once committed project costs are confirmed, the available funding may see a minor increase.

The following activities/initiatives presented below have been identified as existing needs and are currently not identified within the Village’s financial plan. Where possible, staff have researched/reviewed the requirements of each initiative, and proposed costs are based on current quotes. Should Council choose to allocate Restart Funding towards all the initiatives presented below, it would result in a further allocation of \$135,400.

As previously noted, these projects are not currently prioritized in staff’s work plans. As such, further refinement may be required to identify actual costs and capacity to complete. The following table provides an overview of those proposed brought forward for Council’s consideration.

Activity/Initiative	Description	Cost
Village Website Upgrades	Develop new Village website to better support community access and communications	\$ 45,000
Council Chairs	Five replacement chairs for Council Chamber	\$ 2,430
New Phone System	Improved connectivity between Village offices and VOIP migration (available for use through phones or computers)	\$ 30,250
Upgrades to the Information Technology System Security	Required for cyber insurance - system hardening, cyber security audit and multi-factor authentication	\$ 38,720

Summer Weekend Waste Collection Service	Increase pickups/emptying of public waste receptacles along the Dunsmuir corridor	\$ 2,500
Operations and Meeting Rooms Screens and conference equipment	Installation of meeting room conferencing equipment and two new display screens with compatible use with the Village's SCADA system, networking	\$8,500
GPS unit for Operations	GPS unit to collect spatial data on Village infrastructure such as signs, streetlights, trees, and garbage receptacles. A mobile unit that is handheld or can be placed on a mobile tripod or stick	\$8,000
Total		\$ 135,400

As with past COVID Funding Reporting, staff continue to discuss potential opportunities to utilize Restart funding in support of existing community needs and initiatives.

As example, staff have recently begun review and discussion regarding off street parking lot upgrades and are currently working on concept designs and cost estimates for improvements to three existing Village parking lots. The goal of the project is to explore site layout and design changes to improve the safety, functionality and increase capacity of the Cumberland Recreation Centre, Village Park (BMX Track) and Coal Creek Historic Park (Chinatown Historic Site) parking areas.

As with other previously considered projects, more information, including options and cost estimates, will be brought forward for Council's funding consideration in the next COVID 19 Restart Report later this spring.

ALTERNATIVES

1. Alternate funding options would be to utilize funds from another Village reserve or carry forward funds from 2021.
2. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Healthy Community
- Quality Infrastructure Planning and Development
- Comprehensive Community Planning
- Economic Development

FINANCIAL IMPLICATIONS

The Village received \$1,312,000 for COVID-19 restart funds and to-date, Council has directed approximately \$1,082,825 of the Village's COVID-19 Safe Restart funding towards projects and

initiatives in response to increased operating costs and lower Village revenues because of COVID-19. After adding \$14,030 of earned interest on the funds, the current remaining balance available for these funds is \$243,205.

Staff have also presented further projects/initiatives for council’s consideration with respect to Restart Funding. The total allocation commitment to complete these projects is \$135,400. Should Council choose to approve these expenditures, the remaining balance of available Restart Funding would be \$107,805.

The following provides summary of the projects for which Council has already committed to use the COVID-19 restart funds.

Project	Status	Committed Budget
Village Operations		
Phase 1 of Village Office Renovations	Complete	\$120,000
Council Chamber Display Screen	In process	\$3,500
Fibre connection (internet)	Complete	\$22,200
Council Chamber Video Conferencing and Table System	Complete	\$25,000
Phase 2 of renovations - Village Office /CRI/Old Fire Hall/water treatment facility upgrades	Complete	\$150,000
Village Office Server and communication upgrades (for water treatment and new fire hall)	Complete	\$27,100
Server Upgrades	Complete	\$65,000
Microsoft 365 Migration	Complete	\$50,000
Remote Access	Complete	\$15,000
Council Mobile Devices	Complete	\$13,500
Fire Hall Emergency Generator	In process	\$80,000
Corporate Communications Plan	Complete	\$25,000
COVID-19 Janitorial Services	Complete	\$2,500
Bylaw Service Increase / Community Ambassador (2021)	Complete	\$20,000
Cultural Centre Facility Improvements	Complete	\$8,000
Recreation, Arts and Culture Master Plan	In process	\$70,000
2022 Annual fees related to the IT infrastructure upgrades (fibre optic and IT upgrade related licensing fees).	Complete	\$30,000

installation of automated/timed door locks on public washroom doors at the Cumberland Recreation Centre parking lot.	Complete	\$5,425
Phase 3 – Office Renovations	Complete	\$60,000
Construction of the Fire Hall emergency generator pad	Complete	\$34,000
Bylaw Service Increase / Community Ambassador (2022)	Complete	\$25,000
Council Meeting Software	In process	\$7,000
Regional Tourism Service Contract	Complete	\$13,000
Fire & Emergency Service Review with an increase to Deputy Fire Chief hours for COVID recovery	In process	\$32,000
Community Spaces		
Bike racks in Lake Park	Complete	\$2,000
Install new picnic tables in family area - Village Park	Complete	\$10,000
Lake Park entrance information sign	Investigating	\$3,000
Five in-ground garbage receptacles	Investigating	\$13,000
Accessibility improvements - Install two benches on South Wellington Colliery Trail	Complete	\$4,200
Expanded Walkways and Pedestrian Safety	In process	\$20,000
Village Wayfinding Signage	Investigating	\$20,000
Pedestrian Signage / Speed Indicators	Complete	\$5,000
Recreation Facilities Water/Filling Stations.	Complete	\$6,500
2022 Summer Concert Series in the Park	Complete	\$3,000
Inclusion and Accessibility Committee - Public event to promote social equity and inclusion in the Village.	In process	\$2,500
Community Restart Grants		
CCSS Food Share Program	Complete	\$35,000
Comox Valley Farmer's Market	Complete	\$5,400
Cumberland Business Association	Complete	\$10,000
2022 COVID-19 Restart Grant in Aid Program	In Process	\$40,000
Total Committed COVID Restart Funds		
		\$1,082,825 (committed)

Balance remaining from COVID Restart Funds (includes \$14,030 in interest)		\$243,205
Recommended use in this report		\$ 135,400
Balance remaining from COVID Restart Funds if projects in this report approved		\$107,805

OPERATIONAL IMPLICATIONS

Those projects identified above are not included within current work plans and may require additional resources for staff to effectively implement. Further information on project costs, including staff capacity/means to undertake the work will be included in future reporting.

ATTACHMENTS

None

CONCURRENCE

- Michelle Mason, Chief Financial Officer *MM*
- Rachel Parker, Corporate Officer *RP*
- Rob Crisfield, Manager of Operations *RC*
- Kevin McPhedran, Manager of Parks and Recreation *KM*

Respectfully submitted,

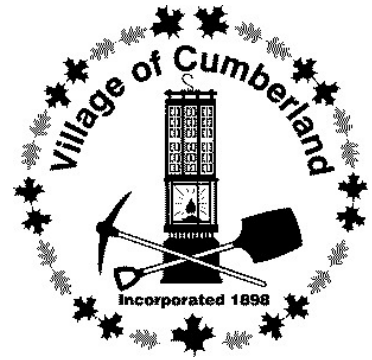
K. Chambers

Kaelin Chambers
Economic Development Officer

C. Postings

Clayton Postings
Chief Administrative Officer

COUNCIL REPORT



REPORT DATE: February 24, 2022

MEETING DATE: February 28, 2022

File No. 7400-01

TO: Mayor and Councillors

FROM: Rachel Parker, Corporate Officer

SUBJECT: Community Priority Issues for 2022 RCMP Annual Performance Plan

RECOMMENDATION

- i. THAT Council receive the Community Priority Issues for 2022 RCMP Annual Performance Plan report.
- ii. THAT Council provide feedback on community priority issues for the 2022 RCMP Annual Performance Plan and authorize Mayor Baird to approve the acknowledgement of consultation.
- iii. THAT Council request that the RCMP attend an upcoming Committee of the Whole meeting to present its annual service report.

PURPOSE

The purpose of this report is to provide an opportunity for Council to identify community priority issues for submission to the Comox Valley RCMP for its 2022 Annual Performance Plan.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
April 12, 2021	THAT Council provide feedback on Community Priority Issues for the Comox Valley RCMP Annual Performance Plan to retain priorities of crime reduction, police/community relations, watercraft safety, traffic and road safety including off road vehicles, and parks and campgrounds, and authorize Mayor Baird to approve the acknowledgement of consultation.
April 27 2020	THAT Council endorse the Comox Valley RCMP detachment, Annual Performance Plan Acknowledgement of Consultation and provide feedback on the community priority issues to include community liaison with residents and businesses, traffic and road safety including off-road vehicles, and Cumberland Lake Park and boat safety Comox Lake.
April 8 2019	THAT Council endorse the community priority issues of Crime Reduction – prolific offenders, Traffic- Road Safety, and Police Community relations for the Comox Valley Detachment 2019 Annual Performance plan.
March 25 2019	THAT Council add a third item of “community policing” to the policing community priority issues and request Inspector Kurvers, OIC, Comox

	Valley Detachment of the RCMP to speak to Council at the next reporting period
--	--

BACKGROUND

Each year the Comox Valley RCMP detachment consults with Council to identify community priorities for its annual performance plan. Previous priorities have included

- crime reduction,
- police/community relations,
- watercraft safety,
- traffic and road safety including off road vehicles, and
- parks and campgrounds

The fourth quarter RCMP report for 2021 is attached and provides stats for overall calls for service, traffic files, break and enter, theft from vehicle, assault, sex offences, and domestic violence files.

ALTERNATIVES

1. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Healthy Community
- Quality Infrastructure Planning and Development
- Comprehensive Community Planning
- Economic Development

FINANCIAL IMPLICATIONS

There are no financial implications of identifying community policing priorities.

OPERATIONAL IMPLICATIONS

None

CLIMATE CHANGE IMPLICATIONS

None

ATTACHMENTS

1. RCMP 2021 Acknowledgement of Consultation for the Village of Cumberland
2. Quarterly Report for October – December 2021

CONCURRENCE

None

Respectfully submitted,

R. Parker

Rachel Parker
Corporate Officer

C. Postings

Clayton Postings
Chief Administrative Officer



Acknowledgement of Consultation

Attestation de la consultation

District / Detachment Information - Renseignements sur le district ou le détachement

Fiscal Year - Année financière 2021 - 2022

RCMP COST CENTRE STANDARD HIERARCHY

C

ISLAND DISTRICT

COMOX VALLEY DETACHMENT

COMOX VALLEY DETACHMENT P

Comox Valley Detachment

Community Name(s) - Nom(s) de la(des) collectivité(s)

1. Village of Cumberland

This letter acknowledges that the stakeholders of the above-noted detachment / district / unit area or community(ies) and the RCMP have consulted and discussed our progress against last year's priority issues. Further it has been agreed that over the coming year we will collectively focus on the following priority issues.

La présente lettre atteste que les responsables de la région du détachement/district/service ou de la ou des collectivités susmentionnées et de la GRC se sont consultés et ont discuté des progrès accomplis par rapport aux enjeux prioritaires de l'année dernière. Il a aussi été convenu que les enjeux suivants constituent les enjeux prioritaires sur lesquels nous concentrerons conjointement nos efforts au cours de l'année à venir.

Community Priority Issue(s) - Enjeu(x) prioritaire(s) pour la collectivité

1. Crime Reduction - Prolific Offenders/strategies
2. Police / Community Relations - Liaison with residents and community
3. Safety - Watercrafts
4. Traffic - Road Safety, including off-road vehicles
5. Parks & Campgrounds - Cumberland Lake Park & Campground

District / Detachment Commander - Chef de district / détachement

Michael Kurvers

District / Detachment Commander

Signature - Signature

Date

Community Representative - Représentant(e) de la collectivité

Mayor Leslie Baird

Name - Nom

Signature - Signature

Date



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Mayor Leslie Baird
2673 Dunsmuir Avenue
Cumberland, B.C. V0R 1S0

OIC RCMP
Comox Valley Detachment
800 Ryan Road
Cumberland, B.C. V9N 7T1

Dear Mayor Baird

Re: Village of Cumberland Quarterly Report

October 1, 2021 to December 31, 2021

The Comox Valley Royal Canadian Mounted Police (RCMP) will be providing quarterly updates on policing in the community. This will include Calls for Service (CFS), crime types and traffic statistics. Quarterly reporting reports will coincide with the Comox Valley RCMP Annual Performance reporting time lines in conjunction with Community priorities.

First Quarter: April 1st to June 30th
Second Quarter: July 1st to September 30th
Third Quarter: October 1st to December 31st
Fourth Quarter: January 1st to March 31st

2021-2022 3RD QUARTER COMMUNITY REPORT - CUMBERLAND

CALLS FOR SERVICE

Relative to last quarter, there was a 31% decrease in Calls for Service in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	64	47	50	67	85	89	75	83	59	63	37	47
2020	47	38	59	58	67	70	90	71	58	66	37	49
2021	32	46	59	52	61	88	69	82	59	56	41	48





TRAFFIC

Relative to last quarter, there were 16 fewer traffic files in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	1	9	6	5	7	14	7	9	10	7	3	6
2020	3	8	9	10	5	3	12	11	11	5	3	6
2021	3	4	3	8	4	7	6	13	11	6	3	5

BREAK AND ENTERS

Relative to last quarter, there was 1 more break and enter file in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	4	1	0	1	1	1	3	6	1	1	1	0
2020	0	1	2	1	0	2	4	1	2	3	0	4
2021	1	0	1	1	1	0	1	0	2	3	1	0

THEFT FROM VEHICLE

Relative to last quarter, there were the same number of theft from vehicle files in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	4	1	0	1	5	7	1	7	1	1	1	1
2020	4	2	0	0	1	2	3	0	0	1	0	0
2021	0	1	2	2	0	1	0	3	1	3	0	1

ASSAULT

Relative to last quarter, there were 3 more assault files in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	4	1	3	3	3	1	1	0	2	3	1	0
2020	0	1	2	1	1	1	2	2	0	2	1	0
2021	0	1	3	3	3	3	1	2	0	1	2	3

SEX OFFENCES

Relative to last quarter, there were 2 fewer sex offence files in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	0	1	0	0	1	0	1	0	0	1	0	1
2020	0	1	1	2	1	1	0	0	1	0	0	0
2021	2	1	0	1	1	0	2	0	0	0	0	0

DOMESTIC (PARTNER/SPOUSAL) VIOLENCE

Relative to last quarter, there were the same number of domestic violence files in Cumberland.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	2	2	5	1	3	1	2	1	0	2	2	2
2020	1	0	2	1	0	2	1	4	1	0	0	2
2021	0	0	0	1	1	1	0	1	1	2	0	0

Yours truly,

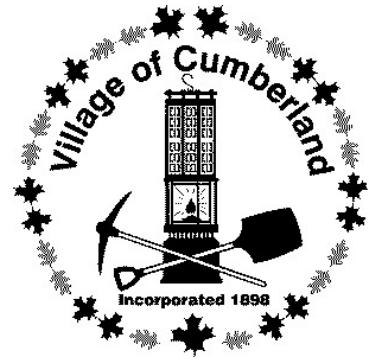
Insp. M.J. Kurvers
OIC Comox Valley Detachment


Canada

Page 3 of/de 3

RCMP GRC 2823 (2002-11) WPT

COUNCIL REPORT



REPORT DATE: 2/17/2022
MEETING DATE: 2/28/2022

File No. 3360 – 2021 3699 Bevan Rd

TO: Mayor and Councillors
FROM: Karin Albert, Senior Planner
SUBJECT: Rezoning, 3699 Bevan Road, Third Reading and Adoption of Bylaw 1165

RECOMMENDATION

- i. THAT Council receive the report “Rezoning, 3699 Bevan Road, Third Reading and Adoption of Bylaw 1165.”
- ii. THAT Council give third reading to Zoning Amendment Bylaw No. 1165, 2022.
- iii. THAT Council adopt Zoning Amendment Bylaw No. 1165, 2022.



Area Subject to Rezoning

PURPOSE

The purpose of this report is to present Bylaw No. 1165 to rezone a portion of the Comox Valley Waste Management Centre (CVWMC) from IGR – Industrial Greenways Reserve and I-2 – Heavy Industrial to I-4 – Refuse Industrial for third reading and adoption.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
February 14, 2022	<ol style="list-style-type: none"> i. THAT Council give first and second reading to Zoning Amendment Bylaw No. 1165, 2022. ii. THAT Council direct staff to work with the Comox Valley Regional District to: <ol style="list-style-type: none"> a. register a 6 metre wide Statutory Right-of-Way for a multi-use trail running parallel to Bevan Road on the lands to be rezoned; and b. pursue establishment of the multi-use trail corridor along the remainder of the Comox Valley Waste Management Centre property.

BACKGROUND

Background information on the proposed development and a summary of supporting regional and Village bylaws were presented in a staff report at the [February 14, 2022](#) Council meeting. The following provides updates to that report.

Statutory Right-of-Way for multi-use trail

Comox Valley Regional District (CVRD) staff have confirmed that a report will be presented to the Comox Strathcona Waste Management Board (CSWM) at the March 17, 2022 meeting. The report will seek support in principle to implement the February 14, 2022 Village Council resolution with respect to establishing a multi-use trail parallel to Bevan Road along the Comox Valley Waste Management Centre (CVWMC) property.

If the CSWM Board passes the resolution, the CVRD and the Village will work together on the Statutory Right-of-Way agreement along the portion of the CVWMC property to be rezoned. The two parties will also start working to determine a feasible alignment along the remainder of the property.

PUBLIC NOTIFICATION AND CONSULTATION

A public hearing is not required for Zoning Amendment Bylaw 1165 since the proposed new zone is consistent with the Official Community Plan. However, the *Local Government Act* requires a notification in the local newspaper prior to first reading of the Bylaw. The Village provided notice of first reading of Bylaw 1165 in the Comox Valley Record on February 3 and February 10, 2022.

As per the February 14, 2022 staff report, the Village sent a referral for comments to the CVRD Watershed Advisory Group (WAG). Two members of the WAG attended the January 31, 2022 public information meeting at the CVWMC hosted by the CVRD.

The Village received a response to the referral from Island Health (Attachment 1 – Island Health Referral Response). Island Health does not believe that the rezoning will contribute to any immediate risk to public health; however, the agency encourages future planning and expansion of the landfill to be located outside of the Comox Lake Watershed to mitigate against future risks and safeguard the region's water supply.

At time of writing this report, no comments were received from other WAG members in response to the referral. Any comments received prior to the February 28, 2022 Council meeting will be presented on table.

ANALYSIS

In accordance with section 890(9) of the *Local Government Act*, Council may adopt a proposed zoning bylaw at the same meeting at which the bylaw passed third reading.

Since the Village has not received any submissions opposing the rezoning, the proposed secondary leachate pond mitigates against possible overflows of the main leachate pond and thereby contributes to surface and groundwater protection, the recommendation is to give Bylaw 1165 third reading and adopt it at the same meeting.

ALTERNATIVES

1. THAT Council schedule a public hearing for _____ 2022.

This would delay third reading and adoption until after the public hearing. As per the discussion above, a public hearing is not required. However, Council can ask for a public hearing if Councillors wish to provide the public with that additional opportunity for input prior to giving the bylaw third reading. The CVRD is hoping to tender the project in early March. A public hearing would delay the tendering process by about a month and reduce the time period available to excavate the leachate pond before the fall rains.

2. THAT Council refer Bylaw No. 1165 to the Advisory Planning Commission for comment prior to granting third reading and adoption of the Bylaw.

Council can refer the application for the Advisory Planning Commission for comment. Similarly to a public hearing requirement, this would delay third reading and adoption and mean the CVRD would have to delay tendering of the project.

3. THAT Council defer a decision to a future meeting and request further information from the CVRD prior to third reading and adoption of Bylaw No. 1165.

If Council identifies that key information is missing to make a decision, it can request that information be provided. A deferral would delay the project.

STRATEGIC OBJECTIVE

- Healthy Community
- Quality Infrastructure Planning and Development
- Comprehensive Community Planning
- Economic Development

FINANCIAL IMPLICATIONS

There is no immediate financial implication of the rezoning application on the Village.

The construction of a pathway / alternate transportation route within the 6 metre wide statutory right-of-way along Bevan Road will require a financial contribution from the Village and/or funding applications in the future, once assembly of the corridor along the entire length of Bevan Road is complete. There is no timeline for completion at this point as further 6 metre dedications or statutory rights-of-way depend on development activity along Bevan Road.

OPERATIONAL IMPLICATIONS

Review and processing of rezoning applications are part of the services provided by the Development Services Department.

CLIMATE CHANGE IMPLICATIONS

In the future, the property may also be used by the CVRD for waste diversion activities such as deconstructing items that are typically landfilled so their individual parts can be recycled. Keeping

items out of the landfill generally results in energy savings, fewer fossil fuels burned, and less greenhouse gases emitted into the atmosphere.

Providing a safe active transportation option through the completion of an off-road multi-use trail along Bevan Road will make it safer for employees at the landfill and the Bevan Industrial Lands to commute to work by bike. This is expected to contribute to a modal shift and reduction in greenhouse emissions.

ATTACHMENTS

1. Island Health Referral Response
2. Zoning Amendment Bylaw 1165

CONCURRENCE

Courtney Simpson, Manager of Development Services **CS**

Respectfully submitted,

K. Albert

Karin Albert
Senior Planner

C. Postings

Clayton Postings
Chief Administrative Officer



February 17, 2022

Delivered via email

Karin Albert
Senior Planner
Village of Cumberland

Dear Karin Albert:

RE: Referral Response - Rezoning of Property Addition to the Comox Valley Waste Management Centre

Thank you for the opportunity to provide comment on this referral to rezone the subject property to allow for the creation and permit of a secondary leachate pond to service the Comox Valley Waste Management Centre.

The Comox Valley Waste Management Centre (CVWMC) is held to specific standards of compliance with the Ministry of Environments associated legislation such as the *Environmental Management Act* and *Contaminated Sites Regulation*, along with the *Regional Solid Waste Management Plan* for operation and maintenance of the landfill that services the residents of the valley. There are multiple layers of protection in place for both the landfill and the current leachate pond. The CVWMC also completes routine monitoring of the groundwater and surface water quality on the property. Previous data over the years has shown that leachate indicator concentrations in groundwater when compared to the requirements in the *Contaminated Sites Regulation*, have been stable and water quality has not been significantly impacted by the current operation of the landfill.

Island Health has reviewed the information provided, and although we do not believe that rezoning to allow for the creation of a secondary leachate pond will contribute to any immediate risk to the public's health, we encourage any future planning and expansion of the landfill to be located outside of the Comox Lake Watershed. We should be taking as many mitigating steps as possible to help safeguard the Comox Valley's water supply, as this source is vital to our community.

Sincerely,

Ella Derby, BSc, BTech, C.P.H.I. (C)
Environmental Health Officer
Island Health

Health Protection and Environmental Services

355 - 11th Street | Courtenay, BC V9N 1S4
Email: HPES.Courtenay@islandhealth.ca

Tel: 250.331-8518 | Fax: 250.331.8596
www.islandhealth.ca

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1165

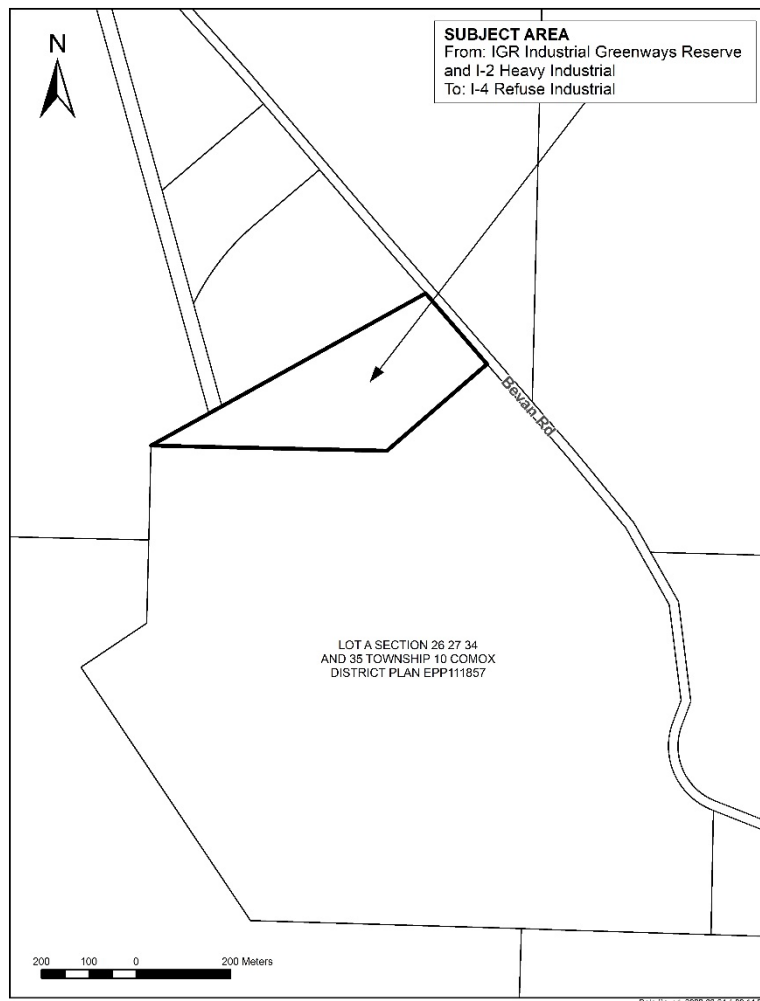
A Bylaw to amend the Zoning Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw shall be cited as “Zoning Amendment Bylaw No. 1165, 2022”.
2. The Zoning Bylaw No. 1027, 2016 is amended in Part 10, Section 10.4, by adding subsection 9:

- a) With the exception of a leachate equalization pond, *refuse disposal site* is not a permitted use within the northern portion of the parcel legally described as Lot A, Sections 26, 27, 34 and 35, Township 10, Comox District, Plan EPP111857 (Comox Valley Waste Management Centre) as shown outlined in bold below.

9. Additional Regulations



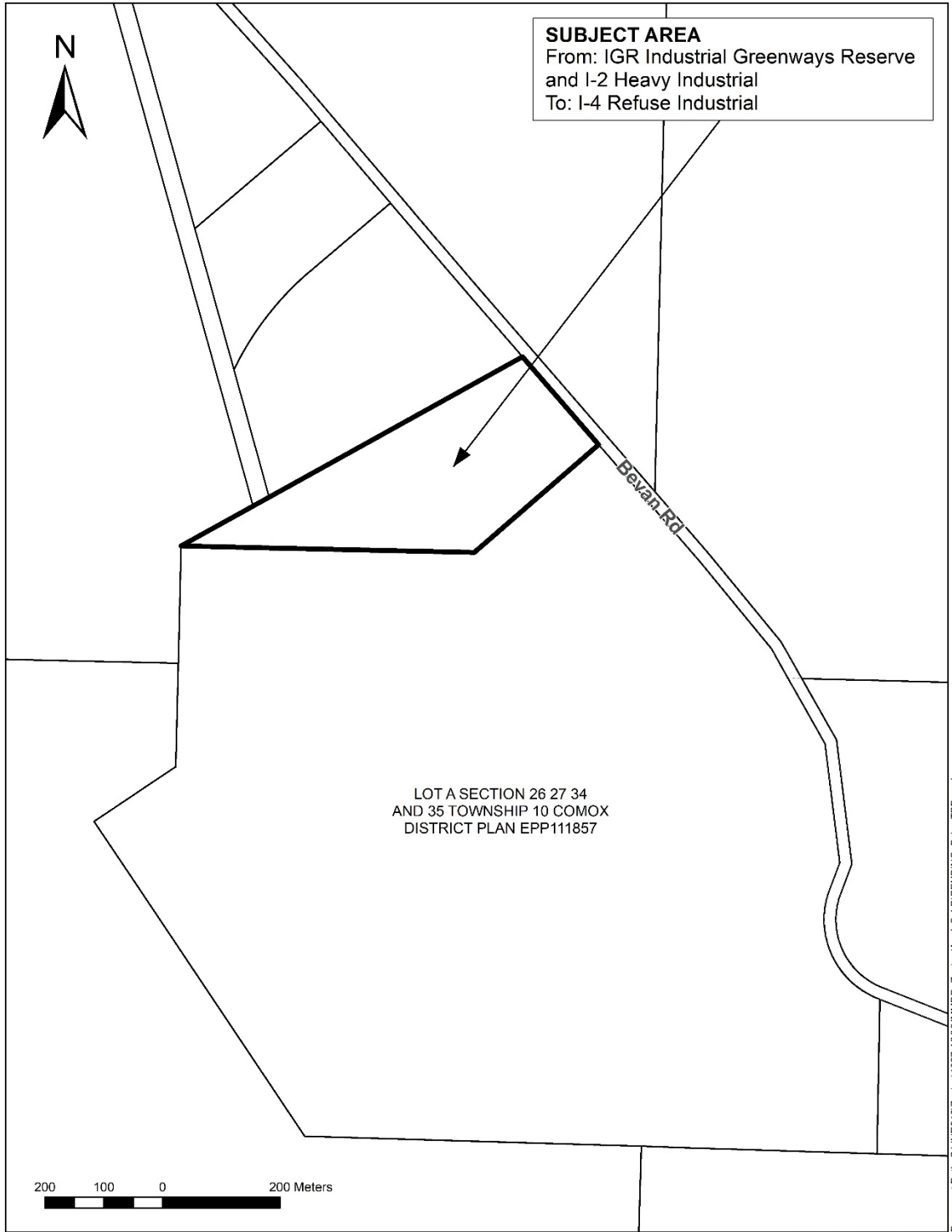
3. The “Zoning Bylaw No. 1027, 2016”, Schedule A Zoning Map is amended by changing the zoning on the northern portion of the parcel legally described as Lot A, Sections 26, 27, 34 and 35, Township 10, Comox District, Plan EPP111857 and shown outlined in bold on Schedule A to this bylaw, from IGR Industrial Greenways Reserve and I-2 Heavy Industrial to I-4 Refuse Industrial.

READ A FIRST TIME THIS	14TH	DAY OF	FEBRUARY	2022.
READ A SECOND TIME THIS	14TH	DAY OF	FEBRUARY	2022.
READ A THIRD TIME THIS		DAY OF		2022.
ADOPTED THIS		DAY OF		2022.

Mayor

Corporate Officer

Schedule A



THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1166

A bylaw to provide for remuneration to members of council.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Council Remuneration Bylaw No. 1166, 2022”.
2.
 - (1) The Mayor shall be paid an annual remuneration in the amount \$25,031 in 2023.
 - (2) In each year, including 2023, the remuneration for the Mayor shall be increased effective January 1st by a rate equivalent to any annual percentage increase in the consumer price index for British Columbia over the immediately preceding year.
3. Each Councillor shall be paid an annual remuneration of sixty per cent of the mayor’s remuneration as set out in the previous section.
4. Remuneration to the Mayor and Councillors will be paid in monthly installments.
5. In the year of a general local election, the Council may appoint a committee of three residents to review Council remuneration for the years following the election and to make recommendations to the Council.
6.
 - (1) Members have the option to participate in an extended health and dental program through the Union of British Columbia Municipalities for either family or single benefits, subject to the program conditions.
 - (2) For each member who chooses to participate in extended health and dental program, 100 per cent of the cost will be deducted from that member’s remuneration each month and reimbursed to the Village.

- 7. The "Council Remuneration Bylaw No. 1099, 2019" is repealed.
- 8. This bylaw takes effect on January 1, 2023.

READ A FIRST TIME THIS	14TH	DAY OF	FEBRUARY	2022.
READ A SECOND TIME THIS	14TH	DAY OF	FEBRUARY	2022.
READ A THIRD TIME THIS	14TH	DAY OF	FEBRUARY	2022.
ADOPTED THIS		DAY OF		2022.

Mayor

Corporate Officer