

**The Corporation of the Village of Cumberland**  
**Regular Council Meeting Minutes**



**May 29, 2023, 5:30 p.m.**  
**Council Chamber, 2675 Dunsmuir Avenue**

Council Present: Mayor Vickey Brown  
Councillor Neil Borecky  
Councillor Jesse Ketler  
Councillor Sean Sullivan  
Councillor Troy Therrien

Staff Present: Michelle Mason, Chief Administrative Officer  
Rachel Parker, Corporate Officer  
Kevin McPhedran, Manager of Parks and Recreation  
Courtney Simpson, Manager of Development Services  
Rob Crisfield, Manager of Operations  
Annie Berard, Chief Financial Officer  
Meleana Searle, Planner  
Andrea Samson, Manager of Finance & Human Resources

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**1. Call To Order**

Mayor Brown called the meeting to order at 5:30 p.m. and recognized the unceded traditional territory of the K'ómoks First Nation and offered gratitude for the care and stewardship of this land since time immemorial.

**2. Agenda**

2.1 Agenda for Regular Council Meeting, May 29, 2023

Motion 23-114

**Moved by:** Borecky

**Seconded by:** Therrien

THAT Council approve the agenda for the May 29, 2023 Regular Council meeting with the addition of correspondence from Beaufort Family Health Society and a notice of motion from Councillor Therrien.

**Carried Unanimously**

**3. Minutes**

3.1 Adoption of Minutes

Motion 23-115

**Moved by:** Sullivan

**Seconded by:** Therrien

THAT Council adopt the following minutes:

- Regular Council Meeting, May 8, 2023
- Committee of the Whole Meeting, May 15, 2023
- Special Council Meeting, May 18, 2023

**Carried Unanimously**

3.2 Receipt of Committee Minutes

Motion 23-116

**Moved by:** Borecky

**Seconded by:** Therrien

THAT Council receive the Advisory Planning Commission Draft minutes for May 11, 2023.

**Carried Unanimously**

**4. Delegations**

None

**5. Correspondence**

5.1 Cayet Lands - Request for Confirmation of Interest

Motion 23-117

**Moved by:** Sullivan

**Seconded by:** Ketler

That Council direct staff to work with owners of the Cayet land to include appropriate information about the land in the Official Community Plan Review for community engagement on future land use.

**Carried Unanimously**

5.2 K'ómoks First Nation Indigenous People's Day

Motion 23-118

**Moved by:** Therrien

**Seconded by:** Sullivan

THAT Council receive the correspondence from the K'ómoks First Nation regarding Indigenous People's Day.

**Carried Unanimously**

**6. Unfinished Business**

None

**7. Reports**

7.1 Development Variance Permit Application 2794 Beck Avenue

Motion 23-119

**Moved by:** Sullivan

**Seconded by:** Borecky

THAT Council approve the development variance permit to increase the maximum gross floor area (GFA) of the onsite caretaker's residence from 90.0m<sup>2</sup> to 149.6m<sup>2</sup> for the property described as Lot 2 Section 34 Township 10 Comox District Plan EPP104047 (2794 Beck Avenue).

Opposed (2): Ketler, and Therrien

**Carried (3 to 2)**

7.2 Development Variance Permit and Manufactured Home Park Permit Amendment 3025 Royston Road

Motion 23-120

**Moved by:** Borecky

**Seconded by:** Sullivan

THAT Council approve the development variance permit (2023-02-DV) to allow the manufactured home park with more than 24 units to have a second access from a public road to instead provide emergency access from a private road with access easement and to increase the height of all principal dwellings from 4.5m to 5.5m in Phase 2 on the property described as Lot 1, District Lot 24, Nelson District, Plan 38778 Except Part In Plan 49490.

THAT Council approve the amendment to Manufactured Home Park Permit (2021-01-MHP) to include the second phase of development on the property described as Lot 1, District Lot 24, Nelson District, Plan 38778 Except Part In Plan 49490.

**Carried Unanimously**

7.3 Approval of Public Art - 2770 Dunsmuir Ave

Motion 23-121

**Moved by:** Ketler

**Seconded by:** Sullivan

THAT Council approve the mural proposed for the front elevation of the Memorial Hall at 2770 Dunsmuir Avenue, legally described as Lot 3, Block 15, District Lot 21, Nelson District, Plan 522A (Royal Canadian Legion Branch 28), to exempt this public art from requiring a Heritage Alteration Permit; and

THAT Council approve the painting proposed for the Memorial Arch at 2770 Dunsmuir Avenue, legally described as Lot 3, Block 15, District Lot 21, Nelson District, Plan 522A (Royal Canadian Legion Branch 28), as required by Heritage Designation Bylaw No. 818 and to exempt this public art from requiring a Heritage Alteration Permit.

**Carried Unanimously**

7.4 Development Variance Permit Application 2934 Ulverston Avenue

Motion 23-122

**Moved by:** Therrien

**Seconded by:** Sullivan

THAT Council approve the development variance permit to reduce the required 7.5m setbacks for:

- Building 1 – Tent A - Wastewater Treatment Plant from 7.5m to 0.0m;
  - Building 2 – Tent B from 7.5m to 7.0m;
  - Structure 4 – Primary disinfection contact basin from 7.5m to 0.0m;
  - Structure 5 – Extreme wet weather disinfection contact basin from 7.5m to 0.0m;
  - Structure 6 – Blower Packages from 7.0m to 0.0m;
  - Structure 11 – Chemical storage for SAF systems from 7.5m to 0.0m;
- and
- All storage containers along the south property line from 7.5m to as close as 1.5m

for the property described as Lot 1 District Lot 24 Nelson District Plan VIP71673 (2934 Ulverston Avenue); and

THAT Council approve the development variance permit to reduce the minimum required setbacks for:

- Building 1 – Tent A - Wastewater Treatment Plant from 1.5m to 0.0m;
- Structure 4 – Primary disinfection contact basin from 1.5m to 0.0m;
- Structure 5 – Extreme wet weather disinfection contact basin from 4.5m to 0.0m;
- Structure 6 – Blower Packages from 1.5m to 0.0m; and
- Structure 11 – Chemical storage for SAF systems from 1.5m to 0.0m

for the property described as Lot C District Lot 24 Nelson District And Section 25 Township 10 Comox District Plan VIP65968, Except Part In Plan VIP67631.

**Carried Unanimously**

7.5 Funding options for the Beaufort Family Health Society

Motion 23-123

**Moved by:** Therrien

**Seconded by:** Borecky

THAT Council direct staff to prepare a conditional two year bridge funding agreement with the Beaufort Family Health Society in support of community health centre services in the amount of \$10,000 per year, for a total of \$20,000 for 2023 and 2024, funded from the Waste Management Centre Host Community Amenity Funds Reserve.

**Carried Unanimously**

7.6 2022 Statement of Financial Information (SOFI)

Motion 23-124

**Moved by:** Sullivan

**Seconded by:** Therrien

THAT Council approve the Corporation of the Village of Cumberland 2022 Statement of Financial Information for filing with the Ministry.

**Carried Unanimously**

**8. Bylaws**

8.1 Development Approvals Process Modernization – Bylaw Amendments

Motion 23-125

**Moved by:** Borecky

**Seconded by:** Ketler

THAT Council amend Development Application Procedures Bylaw No. 1187, 2023 as shown in Attachment 5 of the staff report dated May 15, 2023, in section 6.2.1 to read "at least 10 days prior to the meeting at which the application will be considered", and in 9.2.1 by striking out "submission" and substituting "return", and give third reading to the bylaw as amended; and

THAT Council give third reading to Fees Amendment Bylaw No. 1188, 2023.

**Carried Unanimously**

8.2 Housing Agreement (3345 Second Street) Bylaw No. 1193, 2023

Motion 23-126

**Moved by:** Sullivan

**Seconded by:** Ketler

THAT Council give final adoption to Housing Agreement (3345 Second Street) Bylaw No. 1193, 2023.

**Carried Unanimously**

**9. New Business**

9.1 Beaufort Family Health Society Advocacy Support

Motion 23-127

**Moved by:** Borecky

**Seconded by:** Sullivan

THAT Council support the Mayor and Chief Administrative Officer providing advocacy support to the Beaufort Family Housing Society for Provincial funding.

**Carried Unanimously**

**10. Notices, Motions and Announcements**

**Notice of Motion**

Councillor Therrien submitted a notice of motion that to direct that staff to devote some time for analysis of infrastructure of the Maple Street subdivision.

**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 noticed of motion introduced by a Council Member.

- Village Hall June 5 at 7:00 pm in Chinatown Pavilion, Coal Creek Park (weather permitting)

**11. Question Period**

There were no questions.

**12. Closed Portion**

Motion 23-128

**Moved by:** Sullivan

**Seconded by:** Ketler

THAT Council close the meeting to the public pursuant at 7:02 p.m. to Section 90 of the Community Charter to consider:

(c) labour relations or other employee relations;

(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;

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];

**Carried Unanimously**

**13. Release of Closed Portion Resolution**

13.1 Ministry of Housing Invitation to Share Information on Municipally Owned Land

Motion 23-129

THAT Council direct staff to respond to the Ministry of Housing's invitation to share information on municipally owned land potentially available for affordable housing with information on the following parcels:

Dunsmuir North (PIDs 001-418-041 and 008-932-212)

Dunsmuir South (PIDs 002-828-855, 029-462-576) including 3249 First Street (PID 029-462-568)

Union Road North (PID 023-888-521)

Union Road South (PID 024-959-219).

**14. Adjournment**

Motion 23-130

**Moved by:** Therrien

**Seconded by:** Sullivan

THAT Council adjourn the meeting at 8:40 p.m.

**Carried Unanimously**

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Mayor

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Certified Correct by Corporate Officer