

The Corporation of the Village of Cumberland
Regular Council Meeting Agenda

Monday, November 27, 2023, 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 the meeting live on the [Village of Cumberland YouTube channel](#)

Pages

1. Call To Order

2. Agenda

2.1 Agenda for Regular Council Meeting, November 27, 2023

Recommendation:

THAT Council approve the agenda for the November 27, 2023 Regular Council Meeting.

3. Minutes

3.1 Adoption of Minutes

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Recommendation:

THAT Council adopt the following minutes:

- November 14, 2023 Regular Council Meeting
- November 20, 2023 Financial Plan Open House, Village Hall Meeting

3.2 Receipt of Committee Minutes

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Recommendation:

THAT Council receive the following minutes for information:

- Advisory Planning Commission, November 9, 2023

4. Delegations

4.1 Cumberland Farmer's Market update

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Delegation of Twila Skinner, General Manager, Comox Valley Farmers' Market Association

Recommendation:

THAT Council receive the delegation from the Comox Valley Farmers' Market Association regarding the Cumberland Farmer's Market.

5. Correspondence

6. Unfinished Business

7. Reports

- 7.1 Lake Park Annual Report 2023 18
Prepared by Ryan Parton, Acting Manager of Parks & Recreation
- Recommendation:**
THAT Council receive the Cumberland Lake Park Annual Report presentation from Genevieve Burdett, Executive Director, Cumberland Lake Wilderness Society.
- 7.2 Regional Track & Fields Service 37
Prepared by Ryan Parton, Acting Manager of Parks & Recreation
- Recommendation:**
THAT Council confirm whether they would like to participate in the Comox Valley Track and Fields Service.
- 7.3 Regional Sport Field Allocation 53
Prepared by Ryan Parton, Acting Manager of Parks & Recreation
- Recommendation:**
THAT Council direct staff to initiate work with the City of Courtenay and other regional partners to develop a new sports field allocation policy and centralized booking function for the Comox Valley and to report back with recommendations.
- 7.4 Home Energy Navigator Program 58
Prepared by Courtney Simpson, Manager of Development Services
- Recommendation:**
THAT Council allocate \$12,500 from the Local Government Climate Action Program funding to participate in the Home Energy Navigator Program in collaboration with the Comox Valley Regional District, K'ómoks First Nation and City of Courtenay.
- 7.5 Japanese Legacies Heritage Sites Program, Letter of Intent 91
Prepared by Rachel Parker, Corporate Officer
- Recommendation:**
THAT Council provide a letter of intent to the Japanese Canadian Legacies Society stating that the Village is willing to receive and manage funding as a primary applicant to the Heritage Sites program, enter into suitable partnerships with other organisations, and manage a heritage sites project funded under the program.
- 7.6 2024 Council Meeting Schedule 105
Prepared by Rachel Parker, Corporate Officer
- Recommendation:**
THAT Council approve the 2024 Council meeting schedule as presented.

7.7	Community Grant Program Guidelines Prepared by Rachel Parker, Corporate Officer	109
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Recommendation:

That Council provide direction to staff on guidelines for the Community Grant Program.

7.8	Conference Attendance 2024 Prepared by Rachel Parker, Corporate Officer	132
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Recommendation:

THAT Council receive the Conference Attendance 2024 report.

8. Bylaws

8.1	2024-2028 Financial Plan Bylaw, 2024 Utility and Frontage Tax Rates Amendment Bylaws Prepared by Annie Bérard, Chief Financial Officer	137
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Recommendation:

- i. THAT Council give first reading of the “2024-2028 Financial Plan Bylaw No. 1200, 2023”.
- ii. THAT Council give first, second and third reading of the:
 - a. Water Service Frontage Tax Amendment Bylaw No. 1201, 2023;
 - b. Sewer Service Frontage Tax Amendment Bylaw No. 1202, 2023;
 - c. Storm Water Service Frontage Tax Amendment Bylaw No. 1203, 2023;
 - d. Solid Waste Collection Fees Amendment Bylaw No. 1204, 2023;
 - e. Water Rates Amendment Bylaw No. 1205, 2023; and
 - f. Sanitary Sewer Rates Amendment Bylaw No. 1206, 2023.

9. New Business

10. 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 noticed of motion introduced by a Council Member. Check cumberland.ca/meetings to confirm meetings.

- December 4, 3:00 p.m. Accessibility and Inclusion Committee

11. 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.

12. Adjournment