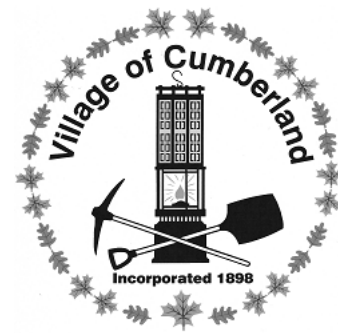


The Corporation of the Village of Cumberland  
Regular Council Meeting Agenda



Monday, October 28, 2024, 4:30 p.m. CLOSED Portion  
Monday, October 28, 2024, 5:30 p.m. OPEN Portion  
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](#)

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Pages

1. Call To Order at 4:30 p.m.

2. Closed Session

**Recommendation:**

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

- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

3. Recess

4. Call To Order at 5:30 p.m.

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.

5. Agenda

5.1 Agenda for Regular Council Meeting, October 28, 2024

**Recommendation:**

THAT Council approve the agenda for the October 28, 2024 Regular Council Meeting.

6. Minutes

6.1 Adoption and Receipt

**Recommendation:**

THAT Council adopt the following minutes:

- Regular Council Meeting, October 1, 2024;

**Recommendation:**

THAT Council receive the following Committee minutes for information:

- Heritage Committee meeting, September 26, 2024
- Liquid Waste Management Plan Committee, October 9, 2024

**7. Delegations**

- 7.1 Inspector Scott Mercer, Officer in Charge, Comox Valley RCMP  
Quarterly report review 21

**Recommendation:**

THAT Council receive the delegation from the RCMP regarding Quarterly Report review.

**8. Correspondence**

**9. Unfinished Business**

**10. Reports**

- 10.1 Site-specific Floodplain Exemption–Cabin 6, 2100 Horbury Road for Approval 27  
Prepared by Seamus McConville, Planner I

**Recommendation:**

THAT Council approve the site-specific floodplain exemption for Cabin 6, as located on the property described as Fractional Section 28, Township 10, Comox District, Plan 552H together with that portion of the bed of Comox Lake included within the area shown outlined in red on plan deposited under DD 1983 except parts in Plans 21 RW, 788 RW, 26178, VIP57417 And EPP82213 (2100 Horbury Road.)

- 10.2 3345 Second Street Affordable Housing Development - Proponent Memorandum of Understanding 37  
Prepared by Michelle Mason, Chief Administrative Officer

**Recommendation:**

THAT Council approve a memorandum of understanding (MOU) agreement, dated October 28, 2024, between M’akola Housing Society and the Village of Cumberland for the Society to be the proponent for the affordable housing development at 3345 Second Street; and,

THAT Council authorize the Mayor and Chief Administrative Officer to execute the MOU.

**Recommendation:**

THAT Council commits the Village to working with M’akola Housing Society on the affordable housing development at 3345 Second Street, including establishing a long term mortgageable interest for the Society to lever funding and financing, and support for funding applications.

- 10.3 RideLab Event 2025 48  
Prepared by Ryan Parton, Manager of Recreation & Culture

**Recommendation:**

THAT Council recommend that Staff approve an event permit application

and Noise Control Bylaw exemption request for RideLab 2025; and,

THAT any subsequent application for the same event in a future year be brought to Council for consideration.

10.4 Council Member Appointments  
Prepared by Rachel Parker, Corporate Officer

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**Recommendation:**

THAT Council appoint acting mayors for the time periods below:

- November 2024 to January 2025: Councillor Borecky
- February to April 2025: Councillor Sullivan
- May to July 2025: Councillor Ward
- August to October 2025: Councillor Therrien

**Recommendation:**

THAT Council make the following appointments:

- a. Comox Valley Regional District Board Director: To be determined  
Alternate Director: To be determined  
for the remainder of the Council term with
  - The Director being primary representative on the Comox Valley Recreation Commission, and
  - The alternate director being primate representative on the Comox Strathcona Regional Hospital District Board and Comox Strathcona Waste Management Board
- b. Comox Valley Coalition to End Homelessness: Councillor Ward as alternate liaison
- c. Comox Valley Early Years Collaborative: Councillor Borecky as liaison and Councillor Therrien as alternate liaison
- d. Comox Valley Regional Food Policy Committee: Mayor Brown as liaison
- e. Welcoming Communities Coalition (Immigrant Welcome Centre): To be determined
- f. Buy Social, BC Social Procurement Initiative: To be determined
- g. Homelessness and Affordable Housing Select Committee: Council Ward as alternate representative
- h. Wastewater Advisory Committee for the Liquid Waste Management Plan: To be determined

**Recommendation:**

3. Appointment of Financial Authorities

THAT Council delegate financial signing authority for the Village of Cumberland to Councillor Ward when designated as Acting Mayor.

- 10.5 Communications Strategy and Social Media 65  
Prepared by Rachel Parker, Corporate Officer

**Recommendation:**

THAT Council accept the revised Communication Strategy, October 2024, with social media presence and website feature pages for Council strategic initiatives and Village projects as medium-term priorities.

- 10.6 Liquid Waste Master Plan Presentation Update 85  
Prepared by Rob Crisfield, Director of Engineering and Public Works

**Recommendation:**

- i. THAT Council receive the Liquid Waste Management Plan Update Presentation from Paul Nash, Liquid Waste Management Plan Coordinator.
- ii. THAT Council approve an additional expenditure for up to an additional \$300,000 to complete both the Stage-3 Liquid Waste Management Plan and other ministry requirements to be reallocated from the Phase-2 wastewater project budget and funding.
- iii. THAT Council authorize the sole source of McElhanney Consulting Services for up to \$60,000 for the Stage 3 LWMP.
- iv. THAT Council authorize the sole source of McElhanney Consulting Services for up to \$50,000 for assistance in developing the Operational Certificate.
- v. THAT Council Authorize the increase in contract value to Ecofish Research Ltd. from \$101,162.42 to \$249,342.90.
- vi. THAT Council authorize staff to execute the contracts and/or change orders with the various stakeholders.

- 10.7 Wastewater Project Update Presentation from Colliers Project Leaders 108  
Prepared by Rob Crisfield, Director of Engineering and Public Works

**Recommendation:**

THAT Council receive the presentation Wastewater Project Update presentation from Hans Seidemann, Senior Project Manager with Colliers Project Leaders; and,

THAT Council authorize construction activities to be resumed without exceeding the current Council approved project budget; and,

THAT Council approve the additional expenditure of \$1,557,400 to increase the budget for the “Wastewater Upgrade Project Phase 1” from \$16,060,000 to \$17,617,400, with:

- \$980,000 to be funded from borrowing approved earlier this year, and
- \$577,400 to be funded through the Linear Asset Renewal Reserve; and,

THAT Council direct staff to bring forward an amendment to the adopted 2024-2028 Financial Plan Bylaw to reflect this expenditure.

- 10.8 Rural Economic Diversification and Infrastructure Program (REDRIP) – Grant Application 120  
Prepared by Courtney Simpson, Director of Development and Bylaw Services

**Recommendation:**

THAT Council approve the application to the Rural Economic Diversification and Infrastructure Program for a grant of \$100,000 for an economic feasibility study of the Village-owned Union Road lands.

- 10.9 Appointment of Officers 123  
Prepared by Rachel Parker, Corporate Officer

**Recommendation:**

THAT Council appoint Michelle Mason, Chief Administrative Officer, as Deputy Financial Officer.

- 10.10 Municipal Auditor Appointment for the 2024 Year-end 133  
Prepared by Annie Bérard, Director of Corporate Services

**Recommendation:**

THAT Council appoints the audit firm of MNP LLP for the 2024 financial year.

- 10.11 Strategic Priorities, Third Quarter Report, July -Sep 2024 151

**Recommendation:**

THAT Council receive the Strategic Priorities, Third Quarter Report, July - Sep 2024.

- 10.12 Council Member Monthly Reports 202

**Recommendation:**

THAT Council receive the member monthly reports for September to mid October 2024.

**11. Bylaws**

**12. New Business**

**13. 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](http://cumberland.ca/meetings) to confirm meetings.

- Committee of the Whole, November 4, 2024

**14. 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](mailto:info@cumberland.ca) using subject line "Question Period"; Note: please limit to questions only - comments will not be read.

**15. Closed Session**

**Recommendation:**

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (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*];

**16. Adjournment**

**Recommendation:**

THAT Council adjourn the meeting.