

**The Corporation of the Village of Cumberland  
Committee of the Whole Meeting Minutes**

**November 4, 2024, 4:30 p.m. CLOSED Portion  
November 4, 2024, 5:30 p.m. OPEN Portion  
Council Chamber, 2675 Dunsmuir Avenue**



Council Present: Mayor Vickey Brown  
Councillor Neil Borecky  
Councillor Sean Sullivan  
Councillor Troy Therrien  
Councillor Nick Ward

Staff Present: Kevin McPhedran, Director of Community Services  
Courtney Simpson, Director of Development and Bylaw Services  
Andre Duinkerke, Chief Financial Officer  
Rachel Parker, Corporate Officer

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**1. Call to Order at 4:30 p.m.**

Mayor Brown called the meeting to order at 4:30 p.m.

**2. Closed Portion  
Ward/Sullivan**

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

- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

**Carried Unanimously**

**3. Recess**

The meeting was opened to the public at 5:45 p.m. with a brief recess.

**4. Call to Order at 5:30 p.m.**

Mayor Brown called the meeting to order at 5:46 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 Committee of the Whole meeting, November 4, 2024

**Ward/Therrien**

THAT the Committee approve the agenda for the November 4, 2024  
Committee of the Whole meeting.

**Carried Unanimously**

**6. Delegations**

None

**7. Reports**

7.1 Community Events and Bookings Policy No. 15.1 3

Staff presented the policy and asked for Council feedback on referrals to Council, new major events, and review of existing regular events by Council.

Discussion took place on the proposed policy including, that any extra costs incurred by the Village would be charged to the organizer, reviewing existing events and terms on a regular basis, whether there is capacity for new major events and ways to give staff direction on criteria to approve major events, not approving new major events unless a existing space opens up, prioritizing not for profit events and events that partner and benefit the community, managing impacts of events and community use of park space, criteria for which events should come before Council.

**Borecky/Therrien**

THAT the Committee recommend that Council direct staff to bring forth recurring major events shortly after a new council.

**Carried Unanimously**

Discussion further took place on wages for staff for Sunday events when not regularly scheduled in the summer.

Staff advised on the difficulty in scheduling summer events due to different and changing scope of events, multiple events can be held at one time in the park, and events scope change from year to year, and applications are not received at the same time.

It was noted the importance for staff to evaluate suitability of an event as proposed in the policy, and that impacts on parks and facilities should be considered in context of the cumulative impacts of other events, particularly on field use.

It was noted that events using the Wellington Colliery Trail impact neighbourhood use. It was also noted that park fees for commercial uses, including preschools, seem quite low considering level of use and cost of restoration efforts. Staff noted that this review is part of the phase 2 review of the parks fees bylaw and that staff are working to guide use of parks with preschools.

**Ward/Therrien**

THAT the Committee recommend that Council direct staff to assess and analyze the commercial event fees for events that require a park use permit.

**Carried Unanimously**

It was noted that the Comox Valley Regional District has a major event package that takes into consideration of management of offsite public spaces. Discussion took place on off-site parking management and safety, and changing the assessment process for submitted traffic management plans, and requiring traffic marshals or having staff enforce parking. It was noted the difficulty in imposing fees as every event is unique.

7.2 Official Community Plan Review – Complete Communities Assessment

The Committee received the presentation on the Complete Communities Assessment that will flow into the Official Community Plan through implementable policies.

Discussion took place on the residential area along Cumberland Road north of Bevan Road and likelihood of redevelopment and request to apply complete community criteria to that area. More detail on the appendix on infrastructure costing was requested. Discussion took place on financial and non-financial incentives to housing development and use of housing accelerator fund for infrastructure planning and pre-servicing investments.

Discussion on fire flow options in Kendal Avenue area, including looping water mains and sprinkler use, which is assessed at subdivision and building permit. Discussion on future phases of Coal Valley Estates and if the small-scale multi-unit housing regulation apply with the comprehensive development area, and that the CDA does not limit increasing density, and whether it impacts the definition of units for the development.

Discussion took place on the various planning documents and recommendations and how to prioritize, integrate, and implement, and if recommendations overlap. Staff noted that for the Official Community Plan review, the current OCP, housing plans were reviewed, and that for community consultation

questions were not asked that were addressed by previous plans. Noted that plans can be listed for Council orientation.

Discussion took place on the “Daily Needs” section, key policy direction of supporting shoulder season tourism development and whether support of tourism necessary depending on activities.

The deadline for feedback on land use designations for the OCP review was asked.

### 7.3 Official Community Plan Review – Phase 2 Public Engagement and Policy Directions

Discussion took place on whether to incentivize Penrith and Derwent blocks for future commercial. Staff noted that the intent is to encourage office and professional services that do not add to vibrancy of Dunsmuir Avenue into these areas, which also could utilize heritage residential buildings. Fourth Street was not recommended for this use based on transportation needs for the arterial corridor. Discussion also on expanding commercial uses accessed in alleys. Discussion on whether to provide feedback on land use designations now or to wait until after next round of consultation. Staff advised best to have Council direction through this meeting.

Discussion on Interchange lands (Cayet) within the proposed Urban Containment Boundary (UCB). Staff advised a land use planning process will look at these lands comprehensively.

A correction was made to the designation of lots along Bruce Street now in the UCB to “Residential Infill”. It was noted that if a parcel is under an acre, provincial regulations will apply.

Discussion on the Royston Road parcels designated Residential Large due to adjacent wetland, and historic landfill contamination.

Discussion on consultation and cost of lower density is higher taxes.

Discussion on request for different land use designations for individual lots, including multi-family designation for 3330 Egremont and Teal Lake, and the difficulty in redesignating some lots but not others without fulsome neighbourhood consultation. It was noted under current regulation that the lot could have up to eight units if subdivided.

Discussion on alleys width and surfacing for commercial areas, and to maintain narrower and permeable surfaces for pedestrian use in residential areas.

**Brown/Therrien**

THAT the Committee of the Whole recommend that Council direct staff to bring back a review of the alleys portion of the Transportation Master Plan.

**Carried Unanimously**

Discussion on external review of proposed murals, which will come back with options.

Discussion on the land use designation of the automotive garage at 4693 Cumberland Road under a temporary use permit, and requirements to upgrade the traffic intersection if permanently designated and associated costs to do so, and that a redesignation could open up to any commercial use at that location.

Discussion on changing the designation of parcels designated Manufactured Home Park on Royston Road to multi-family.

Further discussion on 3330 Egremont Road parcel, the fee of an OCP/Zoning amendment application and retainer for legal review.

7.4 Council Meeting Schedule for 2025

Discussion on holding the June Village Hall at Village Square.

**Therrien/Borecky**

That the Committee direct staff to bring forward a change to the video policy to live stream Committee of the Whole meetings, including Financial Plan workshops, but not retain the recording.

**Carried Unanimously**

**8. Question Period**

Questions were received on:

- Special events policy and consultation and use of No. 6 Heritage Park
- Official Community Plan infill and diversity of multi-family housing and options for different designations.

**9. Closed Portion**

The closed portion was deferred to a future meeting.

**10. Adjournment**

The meeting was adjourned at 8:57 p.m.

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Mayor

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Certified Correct by Corporate Officer