

The Corporation of the Village of Cumberland

Regular Council Meeting Minutes

September 2, 2025, 5:30 p.m.

Cultural Centre

2674 Dunsmuir Avenue



Council Present: Mayor Vickey Brown
Councillor Troy Therrien
Councillor Nick Ward

Regrets: Councillor Neil Borecky
Councillor Sean Sullivan

Staff Present: Michelle Mason, Chief Administrative Officer
Courtney Simpson, Director of Development and Bylaw Services
Kevin McPhedran, Director of Community Services
Mike Ippen, Interim Director of Engineering and Public Works
Rachel Parker, Corporate Officer
Ryan Parton, Manager of Recreation and Culture

1. Call To Order

Mayor Brown called the meeting to order at 5:32 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, September 2, 2025

Motion 25-164

Moved by: Therrien

Seconded by: Ward

THAT Council approve the agenda for the September 2, 2025 Regular Council Meeting.

Carried Unanimously

3. Minutes

3.1 Adoption of Minutes

Motion 25-165

Moved by: Ward

Seconded by: Therrien

THAT Council adopt the following minutes:

- Committee of the Whole Meeting, July 28, 2025
- Regular Council Meeting, July 28, 2025

Carried Unanimously

4. Delegations

4.1 Experience Comox Valley, Draft Comox Valley Tourism Strategic Framework

Motion 25-166

Moved by: Therrien

Seconded by: Ward

THAT Council receive the delegation from Experience Comox Valley regarding the Draft Comox Valley Tourism Strategic Framework 2025.

Carried Unanimously

5. Correspondence

5.1 Bylaw No. 883 "Comox Valley Sports Track and Fields Service Conversion Bylaw 2353, Amendment No. 2"

Motion 25-167

Moved by: Ward

Seconded by: Therrien

THAT Council consent to the adoption of Comox Valley Regional District Bylaw No. 883 being "Comox Valley Sports Track and Fields Service Conversion Bylaw 2353, Amendment No. 2" under section 349 of the *Local Government Act*.

Carried Unanimously

5.2 Official Village Fungus Proposal

Motion 25-168

Moved by: Ward
Seconded by: Therrien

THAT Council direct staff to consider the request for an Official Village Fungus Proposal and the implications and return with any concerns.

Carried Unanimously

6. Unfinished Business

None

7. Reports

7.1 UBCM Strategic Priorities Fund Application for Integrated Financial Sustainability Plan

Motion 25-169

Moved by: Therrien
Seconded by: Ward

THAT Council endorse the submission of an application for the 2025 UBCM Strategic Priorities Fund for an Integrated Financial Sustainability Plan, in which the Village of Cumberland will provide overall grant management for the project if the application is successful and will support any cost overruns; and,

THAT Council authorize the Chief Administrative Officer to enter into any contribution agreements or amending agreements that may be required should the Village be approved for funding under the program.

Carried Unanimously

7.2 Water Meter Options for Short to Mid Term

Motion 25-170

Moved by: Ward
Seconded by: Therrien

THAT Council approve a water meter replacement program that replaces the current water meter inventory in a phased, incremental program over the next ten years with replacement of approximately 200 meters per year; and commencing in early 2026 and to manage capital costs while ensuring optimal meter accuracy; and

THAT Council approve the Village requesting competitive proposals for supply of its water meter equipment; and

THAT Council direct staff to reduce the current expenditure of \$93,000 annually for water meter replacement to \$60,000 per year and bring forward the reallocation of the remaining expenditure of \$33,000 to other water expenditures during the 2026 financial planning process.

Carried Unanimously

7.3 RideLab Special Event - 2026

Motion 25-171

Moved by: Therrien

Seconded by: Ward

THAT Council direct staff to approve a park use permit and Noise Control Bylaw exemption request for the RideLab event at Village Park in 2026.

Carried Unanimously

7.4 Office Planning, Expansion and Facility Renovations Projects

Motion 25-172

Moved by: Ward

Seconded by: Therrien

THAT Council approve capital project expenditures of up to \$181,000 to be funded by \$60,000 from the general facilities reserve and \$121,000 from the Growing Communities Reserve for renovations to the Recreation Centre and Municipal Office for the purpose of office space expansion; and THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect this expenditure; and,

THAT Council approve an additional expenditure of up to \$36,304 for the Recreation Centre Gymnasium Washroom Accessibility Project for a total project budget of \$47,304 to be funded by the Growing Communities Reserve; and THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect this additional expenditure.

Carried Unanimously

7.5 Council Member Monthly Reports - July and August 2025

THAT Council receive the member monthly reports for July and August 2025.

8. Bylaws

None

9. New Business

None

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.

- Draft Regional Tourism Strategy Framework Open House on Tuesday September 2 from 3-5pm Cultural Centre Buchanan Hall, lower level, Accessed from the walkway behind the Museum.
- Official Community Plan (OCP) Review Online Engagement, September 9 at 6:30 p.m. Register at Engage Comox Valley website
- Official Community Plan (OCP) Review Drop in Open House, September 10 at 3:00 p.m. Masonic Hall

11. Question Period

No questions received

12. Closed Portion

Motion 25-173

Moved by: Therrien

Seconded by: Ward

THAT Council close the meeting at to the public at 7 p.m. 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;

(1) (c) labour relations or other employee relations;

Carried Unanimously

Release of Closed Portion Resolutions

4.1 Advisory Planning Commission, Member Appointments

Ward/Therrien

THAT Council appoint Caroline Leadbitter and Sherry Westrop to the Advisory Planning Commission; and THAT Council release the resolution to the public.

Carried Unanimously

13. Adjournment

Motion 25-174

Moved by: Ward

Seconded by: Therrien

THAT Council adjourn the meeting at 8:35 p.m.

Carried Unanimously

Mayor

Certified Correct by Corporate Officer