

The Corporation of the Village of Cumberland

Regular Council Meeting Minutes

September 15, 2025, 5:30 p.m.

Cultural Centre

2674 Dunsmuir Avenue



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

Staff Present: Michelle Mason, Chief Administrative Officer
Courtney Simpson, Director of Development and Bylaw Services
Kevin McPhedran, Director of Community Services
Rachel Parker, Corporate Officer
Seamus McConville, Planner 1

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, September 15, 2025

Motion 25-175

Moved by: Borecky

Seconded by: Ward

THAT Council approve the agenda for the September 15, 2025 Regular Council Meeting.

Carried Unanimously

3. Minutes

3.1 Adoption of Minutes

Motion 25-176

Moved by: Sullivan

Seconded by: Therrien

THAT Council adopt the following minutes:

- Committee of the Whole, September 2, 2025
- Regular Council Meeting, September 2, 2025

Carried Unanimously

4. Delegations

4.1 Cumberland Rotary, Orchard Park Stewardship Agreement

Motion 25-177

Moved by: Ward

Seconded by: Sullivan

THAT Council receive the delegation from the Cumberland Rotary regarding Orchard Park Stewardship Agreement.

Carried Unanimously

5. Correspondence

5.1 Motion to Uphold Tanker ban

Motion 25-178

Moved by: Borecky

Seconded by: Therrien

THAT Council receive the correspondence from S. Christian regarding a motion to uphold the Tanker Ban; and that the Mayor write a letter to the powers that be supporting the ban on behalf of Council.

Carried Unanimously

6. Unfinished Business

None

7. Reports

7.1 Heritage Alteration Permit and Development Variance Permit, 2691 Dunsmuir Avenue

Motion 25-179

Moved by: Ward
Seconded by: Sullivan

THAT Council approve Heritage Alteration Permit (HAP2501) for the property described as Lot A District Lot 21 Nelson District Plan VIP85438 (2691 Dunsmuir Avenue).

THAT Council approve Development Variance Permit (DVP2510) for the property described as Lot A District Lot 21 Nelson District Plan VIP85438 (2691 Dunsmuir Avenue).

Carried Unanimously

7.2 Results of Penrith Road Improvements Public Engagement

Motion 25-180

Moved by: Therrien
Seconded by: Sullivan

THAT Council receive the public engagement report for the Penrith Avenue Roads and Utilities upgrades project;

THAT Council approve the expenditure of up to \$472,500 for Penrith: Third to Fourth Street Infrastructure Replacement with:

- \$307,500 to be funded through the Linear Asset Renewal Reserve and
- \$165,000 to be funded through the Community Works Funds Gast Tax Reserve; and,

THAT Council direct staff to bring forward an amendment to the amended 2025-2029 Financial Plan Bylaw to reflect this expenditure.

Carried Unanimously

Motion 25-181

Moved by: Therrien
Seconded by: Ward

THAT Council direct staff to bring forward a Penrith Avenue Road Improvement concept design drawing for the proposed one-way street and further inform the Penrith Avenue block from Fourth Street to Third Street to let them know the block is included in the project.

Carried Unanimously

7.3 Zoning Bylaw Review and Update

Motion 25-182

Moved by: Therrien

Seconded by: Borecky

THAT Council direct staff to bring back the Zoning Bylaw Review and Update report to a Committee of the Whole meeting on October 6, 2025.

Carried Unanimously

Motion 25-183

Moved by: Ward

Seconded by: Borecky

THAT Council direct staff to revise the Draft Zoning Bylaw to remove off-street parking and loading requirements for non-residential and non-hotel, hostel, and motel uses in the Village Core; and

THAT Council direct staff to revise the Draft Zoning Bylaw to remove cash-in-lieu of parking provisions for residential and hotel, hostel, and motel uses.

Carried Unanimously

7.4 Purchasing Management Services Policy – Spending Authority Update

Motion 25-184

Moved by: Therrien

Seconded by: Ward

THAT Council amend the Appendix A ‘Schedule of Signing Authority’ of the Purchasing Management Services Policy number 3.3 as presented; and,

THAT Council amend the Purchasing Management Services Policy 3.3 to include provisions for participation in group purchasing programs and corporate supply arrangements, as presented.

Carried Unanimously

8. Bylaws

8.1 2026 Permissive Tax Exemptions

Motion 25-185

Moved by: Sullivan

Seconded by: Borecky

THAT Council consider first, second and third reading of the “Permissive Tax Exemption 2026 Bylaw No. 1237, 2025”.

Carried Unanimously

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.

- Homelessness and Affordable Housing Committee, September 17 at 9:30 a.m.
- Heritage Committee, September 18 at 4:00 p.m.
- Accessibility and Inclusion Committee, September 29 at 3:00 p.m.

11. Question Period

Questions were received on the Penrith Avenue project and the draft Zoning Bylaw.

12. Closed Portion

Motion 25-186

Moved by: Sullivan

Seconded by: Ward

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

- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (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].
- (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;

Carried Unanimously

13. Adjournment

Motion 25-187

Moved by: Borecky

Seconded by: Therrien

THAT Council adjourn the meeting at 8:58 p.m.

Carried Unanimously

Mayor

Certified Correct by Corporate Officer