

The Corporation of the Village of Cumberland
Committee of the Whole Meeting Agenda

Monday, October 27, 2025, 3:00 p.m.
Cultural Centre
2674 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 Committee of the Whole meeting, October 27, 2025

Recommendation:

THAT the Committee approve the Agenda for the October 27, 2025 meeting.

3. Delegations

3.1 LUSH Valley Food Action Society re: Emergency Management and Food Security / Food Systems Report
Maurita Prato and Naomi Roberts

3

4. Reports

4.1 Strategic Priorities, Third Quarter Report, July - September 2025

4

5. 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.

6. Closed Portion

Recommendation:

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;

(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;

(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

7. Adjournment

Subject: FW: Delegation to Village of Cumberland Council- Requesting October 27th meeting

From: Maurita Prato <maurita@lushvalley.org>

Sent: September 9, 2025 10:12 AM

To: Village of Cumberland <info@cumberland.ca>

Cc: Naomi Robert <naomi.m.robert@gmail.com>

Subject: Delegation to Village of Cumberland Council- Requesting October 27th meeting

To whom it may concern,

Myself and colleague Naomi Roberts are requesting a delegation to present our findings and opportunities for the Village of Cumberland, from a report focused on Emergency Management and Food Security/ Food Systems.

The report and presentation will focus on 4 policy tools:

1. Local Food Procurement
2. Pre-established Emergency Preparedness Arrangements
3. Ecosystem Stewardship and Indigenous Food Sovereignty
4. Neighbourhood Emergency Preparedness Program (NEPP)

We are asking the council to receive the report and consider the opportunities and recommendations the report provides.

We will also ask the council to continue to work with the Comox Valley Food Policy Council, of which Naomi and I are the co-chairs, over the next year, to support implementation.

As we are busy completing the report and would like some time for review before presenting it, we would ask to be put on the October 27th agenda if possible.

Thanks for your consideration and don't hesitate to contact us if you have any questions.

Maurita and Naomi,

Maurita Prato (she/her, they/them)

Executive Director

LUSH Valley Food Action Society

(250) 331-0152



LUSH VALLEY

www.lushvalley.org

I respectfully acknowledge that the land we gather on is the Unceded traditional territory of the Pentlatch, E'iksan, Sasitla, and Sahtloot people, now collectively known as the K'omoks First Nation, the traditional keepers of this land.



QUARTERLY REPORT TO COUNCIL

July to September 2025



THE VILLAGE OF
CUMBERLAND

250.336.2291
info@cumberland.ca
cumberland.ca

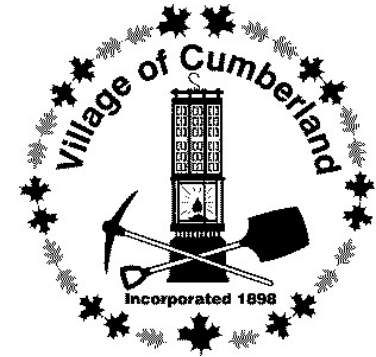
2673 Dunsmuir Avenue
Box 340, Cumberland, BC
V0R 1S0



Contents

1. Strategic Plan 2023 - 2027 Update	1
2. Financial Performance Report	23
3. Protective Services.....	31
4. Police Services Report	34
5. Development and Bylaw Services Report	40
6. Legislative Services (Council Resolution List).....	48

STRATEGIC PRIORITIES QUARTERLY REPORT



MEETING DATE: October 27, 2025
REPORT PERIOD: July to September 2025
FROM: Michelle Mason, Chief Administrative Officer

The following are attached to this report for Council information for the period July to September 2025. The Strategic Priorities & Emerging Items Updates provide an update to Council on progress towards their Strategic priorities. The other reports provide financial or statistical information to Council.

- 2023-2027 Strategic Priorities & Emerging Items Update – Completed
- 2023-2027 Strategic Priorities & Emerging Items Update – In Progress
- Financial Services
- Protective Services
- RCMP
- Development Services
- Bylaw Services
- Legislative Services (Council Resolution list)

QUARTERLY SUMMARY

This report summarizes the third quarter of 2025. The *Strategic Priorities & Emerging Items Update - Completed* lists all of the projects and initiatives that have been completed to date. The *Strategic Priorities & Emerging Items Update – In Progress* lists and provides a status update of active projects and initiatives. Emerging items are major projects or initiative that have been added throughout Council's term and are over and above original work plans related to Council's Strategic Priorities Plan.

Staff cycled through vacations during the third quarter but continued to move forward through work plans and initiatives. A highlight of the quarter was the positive progress made again on the wastewater treatment upgrades and there was significant work on both the OCP and Zoning bylaws. Council's request for quick fix traffic calming infrastructure in areas of concern were completed. Design work continues in the

background for No. 2 Dam reconstruction while the Village waits for funding announcements. Abatement work for the Council Chamber's roof fire is in process. Council approved budget for facility upgrades to increase space capacity in both the Recreation Centre and the Municipal Office. Council adopted an updated water conservation bylaw that delegates water restrictions to the CAO.

The Village has been given the opportunity to present to K'ómoks First Nation Chief and Council on the first Thursday of every second month which will allow updates on major initiatives and projects to be given on a regular basis. September 4th, staff presented updates for the zoning bylaw and the Community to Community (C2C) event. It was determined at that meeting that, while the C2C event may inform a future memorandum of understanding or protocol framework, due to capacity, the event cannot follow with this work at this time. Staff will seek to understand with KFN staff what the event will now look like.

The following is a summary of grant activities that took place between July and September 2025.

Grants Applied for:

\$4,751.80	Heritage Legacy Fund 2025 (for Community Heritage Register)
\$375,250	UBCM Strategic Priorities Fund (project total \$425,250 for Integrated Financial Sustainability Fund)
\$2,710,000	UBCM Strategic Priorities Fund (No. 2 Dam reconstruction)

Grants Approved:

None in Q3

Grants Not Approved:

\$4,975	PlanH Community Connectedness for Familycentric programming (funding program over subscribed)
---------	---



86

GOALS

46%

GOAL COMPLETION

STRATEGIC PLAN 2023-2027 PLAN

DIVERSE AND HEALTHY COMMUNITY

Goal	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
Socio-economic diversity and inclusion									On Track
→ Develop an Accessibility Plan									On Track
→ Assessment and action plan development with consultant							NEW First phase of project completed. Engagement stage upcoming in November 2025.		On Track
→ Identify options for development of diversity in housing									On Track
→ Through Property and Facilities Review, identify opportunities for affordable housing on Village-owned land.							NEW This item relates to the main item of a development and servicing strategy for the Union Road Lands, listed under Community Planning. Updates are under that item to avoid duplication.		On Track
→ Non-market Housing Strategy							NEW Unfunded. Housing Accelerator funding was not received. Timing and budget to be considered in 2026 budget process.		Not started

Goal	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
→ Emerging Approvals Process Modernization Phase 2							NEW Project in process involving internal meeting with consultant who will prepare recommendations for updates to procedures and development bylaws. Grant deadline extension approved to February 28, 2026.		On Track
→ Emerging New Housing Legislation Alignment							NEW Consultant contracts for Zoning Bylaw Update and Amenity Cost Charge Bylaw creation are underway. Updates on Zoning Bylaw Update are provided later in this report under that heading to avoid duplications. For Amenity Cost Charge Bylaw, draft program was presented to Council in May 2025 with public engagement in July.		On Track
→ Information technology solution for Development Approvals Process Modernization project							NEW Online application portal soft-launched in February 2025. Working with consultant on final technical details. Also preparing to launch the Development Tracker portal and this is taking longer than expected due to many detailed issues to be resolved before going public. Now anticipating completion and launch by end of 2025.		Overdue
→ Pursue multiple pathways to support the development of non-market housing opportunities									On Track
→ K'waxdiz'dzas Affordable Housing at 3345 Second Street Pre Construction.							NEW All complete except sub-lease which is waiting until construction funding confirmed. Waiting to hear about Community Housing Fund application		On Track
→ Establish application process to housing reserve fund							NEW Was to be completed with consultant support funded by Housing Accelerator fund. Funding not received. This can be done with existing staff resources if deferred to 2026 (to be reviewed as part of strategic planning review). Not time-sensitive as the Housing Reserve Fund has \$0 balance.		Not started
Effective community engagement and communication ⁴⁻									On Track

Goal	2...	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
→ Implement the Communications Strategy										On Track
→ Communications Strategy Implementation								NEW Social media Instagram and Facebook was launched in late May 2025, expanding on channels to share information to the community on governance and services. Council meeting agenda items are shared.		On Track
→ Develop a Bylaw Enforcement Strategy								NEW Bylaw Services Review underway		On Track
→ Bylaw Dispute Adjudication System Implementation								NEW Aiming for report to Council to introduce bylaw in Winter 2025/26		On Track
Thriving community arts, culture and recreation										On Track
→ Complete Recreation, Arts and Culture Facility Planning										On Track
→ Re-launch Recreation, Arts and Culture Plan focused on long range Facility Planning								NEW Deferred to start in 2027		Not started
→ Implement facility improvements to municipal cultural venues								NEW To be considered in 2026-2030 Financial Planning process.		On Track

Goal	2...	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
→ Implement Indoor Facility Improvements								NEW 2025 Capital Projects Status Update Complete: - Recreation Centre Electrical Upgrades - Museum exterior chainlink gate On Track: - Cultural Centre (Moncrief Hall) door replacement: fall 2025 Behind (to be bundled with Recreation Centre Office, Reception and Kitchen Renovation; new target completion end Q2 2026): - Recreation Centre Foyer painting - Recreation Centre Gymnasium Washroom accessibility improvements Behind (to be bundled with Recreation Centre Roof Replacement, new target completion end Q4 2026) - Recreation Centre Energy Audit 2026 projects to be considered in 2026-2030 Financial Planning.		Behind
→ Develop parks and recreation strategies										On Track
→ Conservation Lands at Comox Lake - Village Parkland Acquisition								NEW Village acquisition of lands from CCFS put on hold by way of mutual agreement with CCFS while CVRD Regional Parks Land Acquisition Strategy is under development.		On Track
→ Village Park Master Plan								NEW Deferred to 2026 start.		Not started
→ Solport Park Playground								NEW Deferred to 2026 start.		Not started

Goal	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
→ Cumberland Community Forest Park Management Plan							NEW MOU for the Collaborative Development of a Management Direction Statement for the Cumberland Community Forest Park with UROC, CCFS, and CVLT approved by Council in May 2025; while planning has commenced, a scope change to expand the planning area beyond park boundaries has been requested by a project partner, and staff are now working with project partners on revisions and updates to the MOU for Council consideration at a meeting in Q4 2026. Project is now current tracking for completion in late 2026.		Behind
→ Implement Lake Park Master Plan Projects							NEW 2025 Capital projects: - Day Use Area expansion by conversion of two waterfront RV sites: while design work has commenced, the project is delayed due to other emerging items at Cumberland Lake Park. More information to be presented to Council in a future staff report, which will include project timelines and other workplan considerations. - Underground utility service mapping. Completed March 2025.		Behind
→ Cumberland Community Forest Park Projects							NEW 2025 Park Projects: - Big Log Nature Classroom - substantially complete. - DCDH Trail - major reroute project: complete. Future projects (2026+) to be scoped and prioritized as part of 2025 park management planning process.		On Track
→ Update Recreation and Parks Fees Bylaw (Phase II)							NEW Deferred to 2027		Not started
Meaningful Reconciliation with Indigenous Peoples									On Track

Goal	2...	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
→ Respond to and prioritize requests and engagement with K'ómoks First Nation								NEW - Ongoing: regular meetings with KFN administration - Annual financial contribution and volunteering for community celebration of National Indigenous Peoples' Day - Facilitate volunteer work by Village staff at KFN events upon request - Statements of solidarity with KFN, feedback for provincial feedback process to include KFN, and letters of support for KFN upon request - KFN engagement are included into grant project budgets with applicable applications - Projects use KFN Guardians in applicable projects	Investigate possible regional approach for KFN engagement support ☐ Include KFN engagement project budgets and work plans ☒	On Track
→ Develop an Indigenous relations framework								NEW Community to Community event may inform this process.	Develop an Indigenous Relations Framework ☐ Indigenous relations framework groundwork/education ☐	Not started
→ Work with Indigenous Peoples to further the goals of the UNDRIP								NEW - Regular attendance at the Comox Valley Regional District Reconciliation Advisory Table meetings (3-4 per year) - Attendance at KFN community events and invitations to KFN Chief and Council - Facilitate staff volunteering at KFN events proactively and upon request - Include UNDRIP education in the annual education program when meaningful and available	Continue to participate in the CVRD Reconciliation Advisory Table Engagement Framework ☒ Develop staff knowledge base of UNDRIP ☐	On Track
→ Work with Indigenous Peoples on mutually beneficial partnerships								NEW Village funding application successful. Community to Community event was scheduled for fall/winter 2025 with development of protocols or agreements to follow. Completion is required by January 2026. Based on capacity, changes are expected.	Explore watershed land management partnership with KFN ☐ Explore hydro generation partnership with KFN ☐ Explore inclusion of Indigenous values into procurement ☐ Regular meetings with KFN administration ☐	Behind
Effective Regional Partnerships										On Track

Goal	2...	2023	2024	2025	2026	2027	2028	Comment	Task	Current Completion
Participate in regional services that maximize community benefit								NEW - Regular attendance by Village staff at regional committee meetings - Regional Parks Service Strategic Plan adopted in fall 2024 and presented to Village Council in January 2025. Staff now engaging in Regional Parks Land Acquisition Study as part of the Technical Staff Working Group. - Regional Fields Service Decision - complete: Q3 2025 Council decision to become a service participant. - Regional Fields Bookings and Allocation project has commenced with staff participating in feasibility analysis. - Regional Tourism Strategic Plan: draft plan presented to Council in Q3 2025	Regional Active Transportation Network Plan Implementation Regional Climate Action Plan Regional Growth Strategy Review Regional Airshed Roundtable Regional Recreation Pass and Regional Fields Centralized Booking Feasibility project Inform Council decision on CVRD invitation to become participant in Regional Recreation Fields Service Regional Emergency Program service CVRD Tourism Service Strategic Planning Staff participation on CVRD Regional Parks and Trails Advisory Committee to inform Strategic Plan	On Track

SUSTAINABLE SERVICE DELIVERY & ASSET MANAGEMENT

Goal	2021	2022	2023	2024	2025	2026	2027	Comment	Task	Current Completion
Comprehensive Asset Management										On Track
→ Complete the Asset Management Plan that values green infrastructure.								NEW • see below for individual task comments		On Track
→ Develop a long-term financial plan								NEW • long-term funding strategy is in place for linear asset renewal and the water treatment plant renewal • final financial planning will take place once assets have been fully inventoried with condition assessments		On Track
→ Establish an Asset Management Team								NEW • establishing a team will be the first step in developing a comprehensive asset management plan		Not started
→ Inventory Village assets, including natural assets								NEW • Preliminary work has been done with linear asset inventory and asset inventory within an investment plan. • Updating this inventory will continue, but new inventory work will take place once the asset management team has been established.		On Track
→ Continue asset condition assessments								NEW • condition assessments for road and utility infrastructure will continue but assessments for all other assets will be initiated once the asset management team is established.		On Track
→ Identify future asset acquisition & replacement schedule								NEW • this initiative will start once the asset management team has been established and assets have been inventoried and sufficient asset conditions are available.		On Track

Goal	2021	2022	2023	2024	2025	2026	2027	Comment	Task	Current Completion
→ Sewer and Storm Masterplan Updates								NEW • engineering consultant work underway with drafts to staff expected late fall 2025 and plans to Council in the new year		On Track
→ Water Masterplan Update								NEW • Council added the update of the water masterplan in summer of 2025 • engineering consultant work underway with drafts to staff expected early spring 2026		On Track
Sustainable Public Utilities										On Track
→ Complete the construction of upgrades to the wastewater treatment facility										On Track
→ Construction phase 1								NEW Phase 1 is on schedule to have substantial completion by January and final project completion and commissioning done before April 30. Likely this will be done within Q1.		On Track
→ Design and construction phase 2								NEW Phase 2 of the WWTP is progressing. McElhanney will be sending in the Village's permit applications, and designs are well underway. Phase 2 should be completed on time if not earlier and ideally before October when the rains come.		On Track
→ Plan for future wastewater treatment approval										On Track
→ Submit Stage 3 Liquid Waste Management Plan to Ministry of Environment for final approval								NEW The LWMP has been submitted. While we haven't received feedback suggesting delays, both the project team and I are monitoring closely to ensure completion by year-end. We're also tracking the possibility of adding this report to the Bill 15 list for prioritization if necessary. The current concern is potential impacts from strikes within provincial teams.		On Track
→ Review the solid waste collection system								NEW • timeline has changed to 2026 for this initiative		On Track

Goal	2021	2022	2023	2024	2025	2026	2027	Comment	Task	Current Completion
→ Review options and costs for an automated collection system with service to ICI customer analysis.								NEW - financial and routing analysis in progress and outreach expected in September - meeting with Comox Valley Solid Waste Management ongoing		On Track
→ Council consideration of direction of an automated collection system service.								NEW Council to consider timing and collection of automated collection system once options and costs analysis presented		Not started
→ Reconstruct the dam at the No. 2 drinking water reservoir										On Track
→ Engagement with the K'omoks First Nation								NEW - Provided a summary of the risks and rewards of the No. 2 Dam project to KFN Chief and Council - Presented an update to KFN Chief and Council July 3, 2025 - Although KFN CHIP guidelines and KFN feedback did not require the Village to perform any additional archaeology assessments, this will continue to be monitored		On Track
→ Design and construction								NEW No. 2 Dam – Designs are being actively worked on. The design team was onsite last week, they completed lidar of the area yesterday. Hopefully we will have further preliminary design documents to review in the next couple weeks. At that point once designs are in, the plan is to report to council with a status update. On track to be complete for Dec 31, 2027. We are considering having this work be done for Dec 31, 2026 but won't know until the design is further underway and the funding is in place.		On Track
→ Protect the community water supply through the Perseverance Watershed Initiative										On Track

Goal	2021	2022	2023	2024	2025	2026	2027	Comment	Task	Current Completion
→ Advocate province for funding for land protection from Watershed Security Strategy								NEW - Two provincial grant funding applications were applied for by the Village in winter 2024/25 in support of PWI: - Disaster Resilience Innovation Fund : successful, \$75,000 in funding received. - Watershed Security Strategy Fund: application unsuccessful. - Council resolution to 2025 AVICC to advocate to the Province to increase watershed funds using water rental fees and was not voted on and Council will bring the same resolution forward to 2025 UBCM. - Minister Greene visited the Village and staff presented an outline of PWI and the challenges that the Village is facing.		On Track
→ Watershed Science: collect and synthesize data to deepen understanding of watershed hydrologic function								NEW On track: - Three year hydrometric study in process (fall 2023 to fall 2026) to collect streamflow data for primary tributaries to Allen Lake and Stevens Lake; - Hydrologist engaged: Behind: - Soils study to ground truth provincial soils data - previously scheduled for 2025, now scheduled for Q2 2026		Behind
→ Land Use planning : Define area of interest for protection of hydrologically sensitive / important private lands								NEW Data collected via hydrometric and soils studies (targeted for completion end 2026) will inform a report on watershed land protection priorities (target report date: 2027).		On Track
→ Continue to support Cumberland Community Forest Society partnership work in community watershed education								NEW Village supported the CCFS's Wildfire and Watershed Protection Symposium in Cumberland in January 2025. Future opportunities to support TBD.		On Track
Multi-Modal Transportation Management										On Track

Goal	2...	2021	2022	20...	20...	20...	20...	2027	Comment	Task	Current Completion
 Pursue an active travel route to the City of Courtenay									NEW - CVRD decision to not pursue grant funding but staff informally discussing the process with the working group - Advocate further with MOTI	Participate in the Regional Active Transportation Network Planning 	On Track

COMMUNITY PLANNING

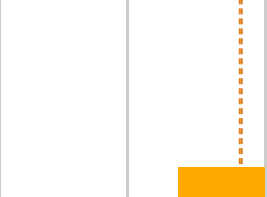
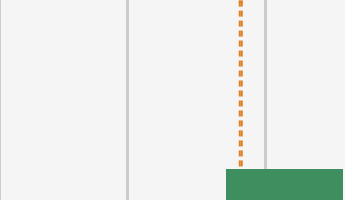
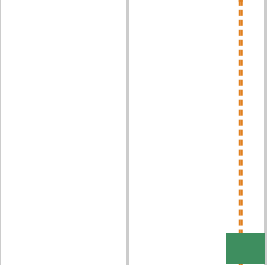
Goal	2023	2024	2025	2026	2027	Comment	Task	Current Completion
Ecologically, Socially, and Financially Sustainable Land Use Planning								On Track
→ Complete the Official Community Plan update and review priorities such as								On Track
→ Public engagement and bylaw development						NEW Draft presented to Council and public engagement complete.		On Track
→ Development and servicing strategy for Union Road lands						NEW Awaiting final report on feasibility of different land uses. Council workshop was held in Sept 2025.		On Track
→ Review land use regulations that are supportive of the Official Community Plan								On Track
→ Tree Protection Bylaw						NEW Project on hold due to competing priorities. Draft prepared, needing further review. Implementation plan and internal procedures to be developed. To be re-started January 2027.	Bylaw Development Community Engagement	☐ ☒ On Track
→ Zoning Bylaw update to implement the Official Community Plan						NEW Draft bylaw presented to Council. Public engagement to complete mid-October.	Bylaw Development Community Engagement	☐ ☐ On Track

2025-2026 EMERGING ITEMS PLAN

COMMUNITY SERVICES

Goal	... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q...	Comment	Task	Current Completion
Geothermal Energy-Lead by Accelerating Community Energy Transformation (ACET)		NEW Per Council Direction in spring 2025 Strategic Planning session, Village has scaled back role in the UVIC ACET-led project. A formalized partnership is no longer being pursued; however staff continue to support in an informal way.		On Track
Saito House Heritage Protection through land tenure and covenant		NEW OCP land use designation and Zoning Bylaw changes proposed in fall 2025 draft OCP and Zoning Bylaw to support future options for improving heritage protection of the Saito House by enabling the owner of the house to have tenure over the land. Public communication for project is under development for targeted release date in Q4 2025. Additional public information and Council decisions to come forward in future staff reports to Council, including more information on the option to pursue heritage covenant protection; however, the project is no longer on track to conclude in Q2 2026 and timelines remain uncertain due to the complexity of the project, the subject dwelling being privately owned, and other factors.		Behind
Municipal Office Planning		NEW Project scope (recreation centre and municipal office building renovations) and budget approved by Council in Q3 2025. Tendering scheduled for Q4 2025, construction to follow (likely Q1/2 2026).		Behind

Goal	... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q...	Comment	Task	Current Completion
Japanese Canadian Legacies Project		NEW Grant funding agreement amendments now complete with Japanese Canadian Legacy Society, formalizing the revised scope of: - No 1 Japanese Town as the primary node with the installation of a shelter and expanded interpretive infrastructure; - Japanese Cemetery proposed as a secondary node with fence replacement; headstone refurbishment, and interpretive signage; and - Nikkei as the tertiary node with minor interpretive signage. Project is a partnership with the Cumberland Museum and Archives.		On Track
UROC New Trail on Village Forest Lands		NEW Part of UROC's bigger "Epic Trail" project, new trail construction in vicinity of Hamilton Lake approved with conditions in early 2025. Parks staff will now oversee UROC led and funded trail construction with project completion targeted for spring 2026.		On Track
Nikkei Park / Maple Street Boulevard Landscape Installation		NEW Project emerged as the developer of the Maple Street Subdivision (Nikkei Place) forfeited in their security deposit for landscaping as they did not complete the work in the required time (they were required to plant boulevards and Nikkei Park before December 30, 2023.) Community Service Department is now working to secure a landscape architect for final construction drawing development, project tendering and construction administration services, with the current goal of installing pocket park and boulevard landscapes in approximately Q3/4 2026.		On Track

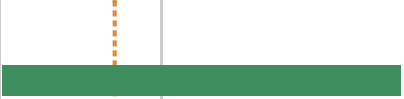
Goal	... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q...	Comment	Task	Current Completion
Council Chambers Fire Recovery		NEW Hazardous material (asbestos) abatement work in process (Oct 2025); following this work, final design and scoping can proceed, with construction to follow. As the project is being managed by the Village's insurance adjustor, forecasting project schedule details and timelines is proving challenging for staff, with the new estimated completion date now sometime in Q1 or 2 2026.		Behind
Recreation Gymnasium Hazardous Material Abatement		NEW Project scope focused on the removal of chipping lead-based paints, an issue attributed to water damage from the leaking roof, and therefore funded by an insurance claim. This work is now substantially complete; however, the replacement of wall paneling and other final interior works will be scheduled for after the gymnasium roof is replaced, a project scheduled for 2026.		On Track
Cumberland Community Schools Society: Community Service Partnership Agreement Amendment		NEW Due to the SD 71 Cumberland Community School expansion project, the CCSS has temporarily lost access to their SD 71-provided facility to operate a youth centre out of. Staff are now working with CCSS to pursue interim solutions to ensure continuity of youth centre/program services, including through accessing one of the halls in the Cultural Centre on a "pop up" basis; once details are sorted, a proposed amendment to the 2024-2027 Community Service Partnership Agreement will be brought forward to Council for consideration in Q4 2025.		On Track

Goal	... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q... Q...	Comment	Task	Current Completion
Regional Fields Service - application for funding in support of Village Park Field Operations			NEW In follow up to the recent Council decision to join the CVRD Regional Track and Fields Service, an opportunity has come forward for the Village to apply to that service for funding in support of Village Park field operations given its status as a "regionally significant" sports field. In Q4 2025, staff intend to gather more information on this process to guide 2026 department work planning.	Behind
Village Park Misting Station			NEW Funded by a CVRD-lead Emergency Planning grant, the Village has purchased the hardware for a misting station to help mitigate heat related stressors and illnesses on community members. In 2025, staff have been working on project planning and scoping detail in support of a 2026 budget request for installation budget.	Behind

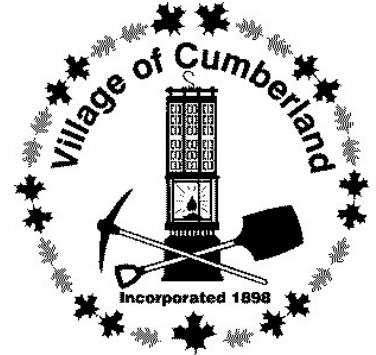
DEVELOPMENT AND BYLAW SERVICES

Goal	May	Jun	Jul	Aug	Sep	Oct	Comment	Task	Current Completion
Business Licence Bylaw amendments							NEW expected to come to Council in the fall		On Track

ENGINEERING AND PUBLIC WORKS

Goal	Q... Q3 '... Q4 '... Q1 '... Q2 '... Q3 '... Q4 '...	Comment	Task	Current Completion
Allen Reservoir Algal Bloom Analysis		NEW - analysis report completed - budget for recommendations to be requested in 2026-2030 financial planning process		On Track
Revisit Transportation Master Plan (TMP) for speed zones, arterial road design for multi-use and laneways				On Track

FINANCIAL PERFORMANCE QUARTERLY REPORT



MEETING DATE: October 27, 2025
REPORT PERIOD: July to September 2025
FROM: Michelle Mason, Chief Administrative Officer

QUARTERLY SUMMARY

This report presents a financial update for Q3 2025 for the Village of Cumberland. It also includes a summary of the procurement activities for the same period.

Attached to the report are financial summaries as of September 30, 2025 with comparisons to the 2025 financial plan and 2024 audited amounts. The figures presented for 2025 are not complete or audited and do not meet all accounting standards which would otherwise be applied for final year-end financial statement purposes. Amortization on assets, funding entries, year-end adjusting entries and final expense accruals are not included. The summaries are intended for internal use only.

The following statements are attached:

- **Attachment 1: *Statement of Financial Position***
Provides a summary of the Village's assets and liabilities.
- **Attachment 2: *Statement of Operations and Accumulated Surplus***
Provides information about revenues and expenses that have impacted the accumulated surplus since the beginning of the year.
- **Attachment 3: *Statement of Change in Net Financial Assets***
Provides a summary of the difference between the annual surplus or deficit and the change in net financial assets.

- **Attachment 4: Reconciliation of Financial Statement Surplus to Financial Plan Surplus**
Provides a list of adjustments to reconcile surplus for financial statement reporting purposes (as per accounting rules) to surplus for financial plan purposes (ensures we remain within budget).

As of Q3, we can expect an approximate 70-75% use of the budget for operating expenses. Grants, transfers from reserves and other revenues are expected to reflect similar timing to related project expenses. Brief variance explanations are included for Attachment 2 and 4.

Attachment 1: Statement of Financial Position

Key variances are highlighted below:

Accounts receivables:

- Lower due to 2024 year-end grant claims being paid out in 2025.

Deferred revenues:

- Higher due to grants advanced for projects that are being invested until the funds are required for the projects and DCCs collected.

Debenture and long term-debt:

- Lower due to principal payments.

Tangible Capital Assets:

- Higher due to 2025 capital spending (mainly WWTP)

Prepaid expenses:

- Typically much lower than previous year-end amounts.

Attachment 2: Statement of Operations and Accumulated Surplus

Key variances are highlighted below:

Revenues

- Property tax levied in May, the small community grant was received, and other revenues and transfers from government are not recognized until project completion or service rendered.

Attachment 3: Statement of Change in Net Financial Assets

The Village's financial assets are greater than its liabilities.

Attachment 4: Reconciliation of Financial Statement Surplus to Financial Plan Surplus

The financial plan surplus to date is just over \$2.8 million since the property taxes have been levied and operating expenses are only for three quarters of the year. Most capital projects still do not have total costs and funding associated with them and we expect to incur these costs over the next three months, with some projects carried forward for completion in the following year.

Procurement

Spending Commitments between \$50,000 and \$200,000 as per the Purchasing Management Services Policy

Appendix A of the Purchasing Management Services policy requires a summary to be provided to Council quarterly for commitments that have been made between \$50,000 and \$200,000. Council approves commitments in excess of \$200,000.

There were zero commitments made between \$50,000 and \$200,000 between July and September, 2025 follows:

Social Procurement

Each competitive procurement initiated by the Village includes a consideration for social procurement. This section demonstrates how proponents considered social procurement in their proposal submitted in the last quarter.

Out of the five competitive bidding requests to date, three included social procurement The parks tractor replacement RFP and Heavy Duty Marine Containment Boom RFP did not include social procurement points in the evaluation criteria.

External Audit Services RFP

One proposal was received in response to the request for proposal. Reference to social procurement was included in the proposal. The successful proponent identified the following benefit:

- Facility sustainability practices
 - Committed to reducing their footprint with buildings
 - Environmentally responsible sourcing of suppliers
 - Reuse, recycle, and reduce practices
- Give back to Communities to enhance the communities where employees live and work
- Over the past five years, donated over \$3m to various charities across Canada
- Values include Diversity & Inclusion (draw strength from diversity and inclusion)
- Promote a balanced lifestyle

ATTACHMENTS

- 1 - Statement of Financial and Municipal Position as at September 30, 2025;
- 2 - Statement of Operations and Accumulated Surplus as at September 30, 2025;
- 3 - Statement of Change in Net Financial Assets as at September 30, 2025; and
- 4 - Reconciliation of Financial Statement Surplus to Financial Plan Surplus as at September 30, 2025.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
Statement of Financial Position
Interim Statement as at
September 30, 2025
UNAUDITED

	2025 <i>(Note 1)</i>	<u>2024</u>
FINANCIAL ASSETS		
Cash, equivalents and investments	25,399,143	25,304,662
Property taxes receivable	303,490	356,237
Accounts receivable	1,528,217	2,015,473
	<u>27,230,850</u>	<u>27,676,372</u>
LIABILITIES		
Accounts payable and accrued liabilities	(2,110,131)	(2,223,230)
Asset retirement obligation liabilities	(297,097)	(297,097)
Service and other deposits	(1,203,230)	(1,122,347)
Deferred revenue	(5,600,625)	(4,696,735)
Debenture and long term-debt	(9,286,349)	(9,507,276)
	<u>(18,497,432)</u>	<u>(17,846,685)</u>
NET FINANCIAL ASSETS / (DEBT)	8,733,418	9,829,686
NON-FINANCIAL ASSETS		
Tangible Capital Assets	85,809,413	80,549,850
Inventories	171,055	173,718
Prepaid expenses	15,216	86,419
	<u>85,995,684</u>	<u>80,809,987</u>
ACCUMULATED SURPLUS	<u>\$ 94,729,102</u>	<u>\$ 90,639,673</u>
MUNICIPAL POSITION		
Operating funds	(4,849,818)	(2,368,793)
Statutory/Bylaw Authorized Reserves	(13,356,220)	(17,228,307)
Equity in capital assets	(76,523,064)	(71,042,573)
	<u>\$ (94,729,102)</u>	<u>\$ (90,639,673)</u>

Note 1:

These statements are not audited and do not comply with all applicable accounting standards.

They are intended for internal management purposes only.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
Statement of Operations and Accumulated Surplus
Interim Statement as at
September 30, 2025
Unaudited

	2025	Remove	2025	2025	% Use Of		2024	Comments
	Financial Plan	Amortization	Adjusted Financial Plan	Actual-YTD	Financial Plan	Variance	Actual	
Revenue			<i>(Note)</i>	<i>(Note)</i>				**Revenue: no funding allocation done for 2025 projects so far
Property taxes and P.I.L.	\$ 4,940,060	\$ -	\$ 4,940,060	\$ 4,943,213	100%	\$ (3,153)	\$ 4,480,611	Property Taxes levied in May each year
Parcel taxes	808,730	-	808,730	827,473	102%	(18,743)	771,824	Parcel Taxes levied in May each year
Sale of services & fees	3,029,540	-	3,029,540	2,328,316	77%	701,224	2,819,532	Utility billings, service connections and sales for other municipal services (Recreation / Cemetery)
Sale of services to other governments	518,060	-	518,060	229,124	44%	288,936	508,925	Bulk water / Fire Protection District (paid in August)
Transfer from other govts-unconditional	530,000	-	530,000	525,000	99%	5,000	579,400	Small Community Grant received in July
Transfer from other govt's-conditional	8,964,720	-	8,964,720	812,715	9%	8,152,005	3,518,298	Grants (variance due to timing of projects and carry forwards) / Host Amenity & Community Works Funds.
Other revenue	932,990	-	932,990	1,234,579	132%	(301,589)	1,955,047	Permits & Licensing / Donations / Interest & Penalties / Proceed from sale of assets / Miscellaneous
Development cost charges	239,590	-	239,590	-	0%	239,590	458,394	
Contributed Assets	-	-	-	-	-	-	99,069	
	<u>19,963,690</u>	<u>-</u>	<u>19,963,690</u>	<u>10,900,420</u>	<u>55%</u>	<u>9,063,271</u>	<u>15,191,098</u>	**Operating Expenses: includes prior year operating projects carried-forward
Operating Expenses								
General government services	1,544,400	(34,200)	1,510,200	942,779	62%	567,421	1,238,990	Some admin costs less than expected at this point
Transportation services	2,195,400	(778,200)	1,417,200	1,058,474	75%	358,726	2,129,698	
Protective services	1,123,850	(239,700)	884,150	554,837	63%	329,313	1,123,207	Fire protection paid Dec every year
Environmental health services	3,950,400	(599,120)	3,351,280	2,009,431	60%	1,341,849	3,011,718	Variance mostly due to delay in projects
Cemetery Services	40,750	(3,100)	37,650	22,505	60%	15,145	29,219	PW cemetery maintenance less than expected
Planning, development & environment	1,197,050	-	1,197,050	878,486	73%	318,564	885,531	
Recreation services	1,094,900	(30,200)	1,064,700	793,364	75%	271,336	999,956	
Cultural and community events	169,850	-	169,850	141,248	83%	28,602	163,335	Majority of community grants now distributed
Parks Services	886,930	(95,000)	791,930	409,865	52%	382,065	702,916	Variance mostly due to delay in projects
	<u>12,203,530</u>	<u>(1,779,520)</u>	<u>10,424,010</u>	<u>6,810,989</u>	<u>65%</u>	<u>3,613,020</u>	<u>10,284,571</u>	
Annual Surplus	7,760,160	1,779,520	9,539,680	4,089,431		5,450,251	4,906,528	
Accumulated Surplus, Beginning of Year	90,639,671	-	90,639,671	90,639,671			85,733,143	
Accumulated Surplus, End of Year	<u>\$ 98,399,831</u>	<u>\$ 1,779,520</u>	<u>\$ 100,179,351</u>	<u>\$ 94,729,102</u>	<u>95%</u>	<u>\$ 5,450,251</u>	<u>\$ 90,639,671</u>	

Note:

These statements are not audited and do not comply with all applicable accounting standards. They are intended for internal management purposes only.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
Statement of Change in Net Financial Assets / (Debt)
Interim Statement as at
September 30, 2025
Unaudited

	2025 Approved Financial Plan	Remove Amortization	2025 Adjusted Financial Plan (Note)	2025 Actual-YTD (Note)	% Use Of Financial Plan	Variance	2024 Actual
Annual Surplus	7,760,160	1,779,520	9,539,680	4,089,431	43%	5,450,251	4,906,528
Amortization	1,779,520	(1,779,520)	-	-		-	1,928,045
Change in supplies inventories	-	-	-	2,661		(2,661)	(12,196)
Change in prepaid expenses	-	-	-	71,203		(71,203)	(17,957)
Gain on sale of tangible capital assets	-	-	-	-		-	85,350
Acquisition of tangible capital assets	(19,301,440)	-	(19,301,440)	(5,259,563)	27%	(14,041,877)	(6,673,005)
Change in Net Financial Assets / (Debt)	(9,761,760)	-	(9,761,760)	(1,096,268)	11%	(8,665,492)	216,765
Net Financial Assets, Beginning of the Year	9,829,686	-	9,829,686	9,829,686		-	9,612,921
Net Financial Assets, End of the Year	\$ 67,926	\$ -	\$ 67,926	\$ 8,733,418	12857%	\$ (8,665,492)	\$ 9,829,686

Note:

These statements are not audited and do not comply with all applicable accounting standards. They are intended for internal management purposes only.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
Reconciliation of Financial Statement Surplus to Financial Plan Surplus
Interim Statement as at
September 30, 2025
Unaudited

	<u>2025 Approved Financial Plan</u>	<u>Remove Amortization</u>	<u>2025 Adjusted Financial Plan</u>	<u>2025 Actual-YTD</u>	<u>% Use Of Financial Plan</u>	<u>Variance</u>	<u>2024 Actual</u>	<u>Comments</u>
Annual Surplus	7,760,160	1,779,520	9,539,680	4,089,431	43%	5,450,249	4,906,528	
Adjustments as per Financial Plan								
Acquisition of tangible capital assets	(19,301,440)	-	(19,301,440)	(5,259,563)	27%	(14,041,877)	(6,673,005)	Delay in projects (WWTP, capital works, Dam#2)
Add back amortization expenses	1,779,520	(1,779,520)	-	-		-	1,928,045	
Proceeds on borrowing	4,692,290	-	4,692,290	54,000	1%	4,638,290	1,577,214	Delay in projects (WWTP, Dam#2)
Principal payments on debt	(523,060)	-	(523,060)	(274,928)	53%	(248,132)	(500,311)	
Add Non-cash adjustments	-	-	-	-		-	85,350	
Change in Consolidated Balances	<u>(5,592,530)</u>	<u>-</u>	<u>(5,592,530)</u>	<u>(1,391,060)</u>	<u>25%</u>	<u>(4,201,471)</u>	<u>1,323,821</u>	
Transfer (To) / From Reserves								
To reserves	(2,909,970)	-	(2,909,970)	(468,510)	16%	(2,441,460)	(4,973,201)	
From reserves	8,502,500	-	8,502,500	4,736,544	56%	3,765,956	5,146,748	
Transfer (To) / From Reserves	<u>5,592,530</u>	<u>-</u>	<u>5,592,530</u>	<u>4,268,034</u>	<u>76%</u>	<u>1,324,496</u>	<u>173,547</u>	
Surplus / (Deficit) Per Financial Plan	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,876,974</u>		<u>\$ (2,876,974)</u>	<u>\$ 1,497,369</u>	

Note:

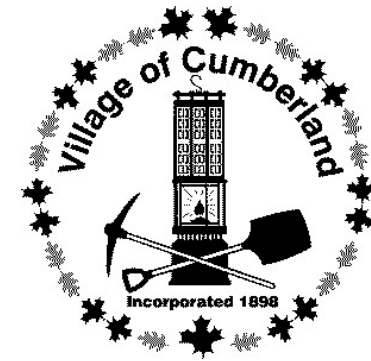
These statements are not audited and do not comply with all applicable accounting standards. They are intended for internal management purposes only.

PROTECTIVE SERVICES QUARTERLY REPORT

MEETING DATE: October 27, 2025

REPORT PERIOD: July to September /31 / 2025

FROM: Mike Williamson, Fire Chief / Manager of Protective Services



Fire Rescue Service Quarterly Summary

The Third quarter of 2025 went great with 107 responses totaling 288 calls to date responses. We had one Structure fire this quarter but it was very minor in nature.

Again, we continue the year working very hard on training and our training facility we have added another room and have completed a lot of welding of doors and windows and our mase dividers. We have been concentrating on training and testing to ensure the new members meet the minimum requirements to have a pager issued to them. We have maintained 7 new recruits training this year. We have had 2 members resign. We currently have 33 members in department 23 who are fully trained 1001 full service. Medical responses are more frequent; 147 this year which represents 58% of responses, and these are getting longer in duration due to Ambulance delays. We have completed 10 trail and water rescues since January 1 / 2025.

We did see some action on bush and wildfires this summer, most were handled quite easily with good response as well as good access that helps very much. We have had some very major wildfires on the Island this year, which is not normal for the Island. This does show us that these fires can hit home at any time if the fire conditions are right. The Fire one Boston Bluffs was very close to us and was a very aggressive fire just on the edge of our fire protection area. We did some work for BC Wildfire with a standby crew at our firehall this quarter and we had our own fire crew on standby at times in Cumberland.

Our Safety program has been doing well. We don't have any injuries to report this quarter, and we have been able to have a safety meeting on a monthly basis. There was one motor vehicle incident involving our ladder engine 2 where one of our drivers cut too close to a gate and clipped the back of the engine at a training session in Courtenay. It is operational but has needed some work and will still require further repairs through ICBC. No one was injured.

But the Fire Hall is doing well and operating well. There were a couple of very serious incidents this quarter with MVI and rescues and two serious ones so far this year. We continue to keep practicing and training. For the third quarter, the fireboat has not been too busy with responses, just some patrols and training others on the fire boat maneuvers. The boat is out of the water and at the Firehall currently.

We have completed 160 annual fire inspections throughout the community's businesses and 2 new business licenses. Annual inspections are regulated through the BC Fire Safety Act. Each inspection is an hour of work including paperwork for inspections that do not need to follow up due to the noncompliance with the BC Fire Code. Most of the noncompliance are lack of third-party fire system inspection (Fire extinguishers or emergency light not inspected).

We had 15 tours of the hall in the past 9 months. The Scouts from Courtenay and Cumberland came and visited the hall, and we provided fire safety tips and a tour of the apparatus. Also a couple of daycare young people visited. Volunteer members came to help us during evenings to provide the safety program. We have been using the training room for First aid courses, and we will host the Valley Fire Chiefs meeting. As well, the RCMP dispatch will be doing some training at the fire hall.

Fire Services Response

Response Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025
Fire	6	2	2	3	4	2	4	7	4				34
Rescue	0	1	3	1	0	1	2	2	0				10
First Responder	16	17	25	16	18	12	16	19	8				147
MV Incident	3	4	3	1	0	1	4	5	3				24
Duty Officer	6	3	2	6	11	12	13	7	13				73
Total Monthly	31	27	35	27	33	28	39	40	28				288

Membership Status

Chief Officer	2
Regular Members	23
Junior Members	1
Probationary Members	7
Pending Applications	7



Comox Valley RCMP Detachment

QUARTERLY REPORT

VILLAGE OF CUMBERLAND

July 1, 2025 – September 30, 2025

Comox Valley RCMP Detachment Quarterly Report

July 1, 2025 to September 30, 2025

The Comox Valley Royal Canadian Mounted Police (RCMP) provides quarterly updates on policing in the community. The quarterly reports coincide with the Comox Valley RCMP Annual Performance reporting timelines in conjunction with Community Priorities.

First Quarter: April 1 to June 30

Second Quarter: July 1 to September 30

Third Quarter: October 1 to December 31

Fourth Quarter: January 1 to March 31

Calls for Service

In the second quarter of the 2025-2026 fiscal year, there was a 3-file increase in Calls for Service in Cumberland compared to the second quarter of the previous fiscal year.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2021	32	46	59	52	61	88	69	83	59	56	41	48	694
2022	41	40	66	45	83	80	65	62	47	79	48	45	701
2023	48	45	99	74	97	67	57	73	47	51	38	33	729
2024	36	62	70	82	67	66	95	95	75	70	65	56	839
2025	55	54	67	80	91	76	84	91	93				691

Most Common Call Types

In the second quarter of the 2025-2026 fiscal year, the most common Calls for Service in Cumberland were for Traffic Incident, Mischief, and Alarm.

	Final File Type	Second Quarter / Year					% Change from Q2 24-25	Difference from Q2 24-25
		2021	2022	2023	2024	2025		
1	TRAFFIC INCIDENT	29	8	16	16	32	100%	16
2	MISCHIEF	16	9	10	15	22	47%	7
3	ALARM	5	10	8	7	19	171%	12
4	DISTURBANCE	6	14	10	23	17	-26%	-6
5	CHECK WELLBEING	16	14	10	21	16	-24%	-5
6	SUSPICIOUS CIRCUMSTANCES	5	5	10	16	15	-6%	-1
7	ASSIST OTHER AGENCY	5	1	4	6	12	100%	6
8	SUSPICIOUS PERSON	2	3	0	3	12	300%	9

Most Common Call Locations

In the second quarter of the 2025-2026 fiscal year, the location in Cumberland with the most Calls for Service was the Comox Valley Waste Management Centre.

	Location	Second Quarter / Year					% Change from Q2 24-25	Difference from Q2 24-25
		2021	2022	2023	2024	2025		
1	Cumberland Dump	0	1	1	0	7		7
2	Housing Complex	0	2	3	2	7	250%	5
3	Housing Complex	15	4	2	2	6	200%	4
4	Housing Complex	0	1	0	3	6	100%	3
5	Waverly Hotel	4	3	5	3	6	100%	3

Violent Crime

In the second quarter of the 2025-2026 fiscal year, there was a 3-file decrease in Violent Crime files relative to the second quarter of the previous fiscal year.

Types of Violent Crime

In the second quarter of the 2025-2026 fiscal year, the most common type of Violent Crime file in Cumberland was Assaults.

File Type	Second Quarter / Year					% Change from Q2 24-25	Difference from Q2 24-25
	2021	2022	2023	2024	2025		
ASSAULTS	3	5	8	8	12	50%	4
HARASSMENT	5	3	2	7	7	0%	0
UTTER THREATS	6	0	4	10	2	-80%	-8
EXTORTION	0	0	1	0	1		1
ROBBERY	0	0	0	1	1	0%	0
SEX OFFENCES	2	0	0	0	0		0
Grand Total	16	8	15	26	23	-12%	-3

Map of Violent Crime in Cumberland

In the second quarter of the 2025-2026 fiscal year, there was a hotspot for Violent Crime in Cumberland on Dunsmuir Avenue between Second Street and Egremont Road.



UNCLASSIFIED

Property Crime

In the second quarter of the 2025-2026 fiscal year, there was a 28 percent (12 file) increase in Property Crime files relative to the second quarter of the previous fiscal year.

Types of Property Crime

In the second quarter of the 2025-2026 fiscal year, the most common type of Property Crime file in Cumberland was Mischief to Property and there was a notable increase in Mischief to Property files relative to the second quarter of the previous fiscal year.

File Type	Second Quarter / Year					% Change from Q2 24-25	Difference from Q2 24-25
	2021	2022	2023	2024	2025		
MISCHIEF TO PROPERTY	16	15	15	13	34	162%	21
THEFT FROM VEHICLE	4	10	3	2	5	150%	3
FRAUDS	5	1	3	0	4		4
BIKE THEFT	0	0	1	3	3	0%	0

BREAK & ENTER - RES	2	0	1	2	2	0%	0
OTHER THEFT U/5000	3	3	5	10	2	-80%	-8
OTHER THEFT O/5000	1	0	1	0	2		2
POSSESS STOLEN PROPERTY	0	0	0	2	1	-50%	-1
BREAK & ENTER - OTH	1	0	3	1	1	0%	0
AUTO THEFT	2	3	1	4	1	-75%	-3
BREAK & ENTER - BUS	0	0	2	3	0	-100%	-3
OTHER GO	0	0	0	2	0	-100%	-2
SHOPLIFTING	0	0	0	1	0	-100%	-1
Grand Total	34	32	35	43	55	28%	12

Map of Property Crime in Cumberland

In the second quarter of the 2025-2026 fiscal year, there was a hotspot for Property Crime along Dunsmuir Avenue between Fifth Street and Egremont Road.



Canada Shipping Act Files

In the summer of 2025, the Comox Valley RCMP checked one vessel at Comox Lake for compliance with Canada Shipping Act regulations. The vessel was compliant.

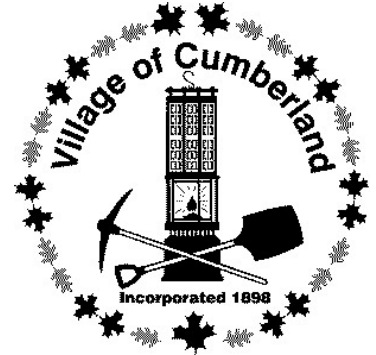
Open Areas, Parks, and Bodies of Water

In the second quarter of the 2025-2026 fiscal year, there was a 2-file decrease in files in Cumberland Open Areas, Parks, and Bodies of Water relative to the second quarter of the previous fiscal year.

Place Name	Second Quarter / Year					% Change from Q2 24-25	Difference from Q2 24-25
	2021	2022	2023	2024	2025		
Blank	10	14	12	24	28	17%	4
CUMBERLAND CAMPGROUND	2	4	1	2	2	0%	0
CUMBERLAND RECREATION CENTRE	0	0	0	0	2		2
PEACE PARK	0	0	0	0	1		1
VILLAGE PARK	0	1	0	0	0		0
LIQUOR WAVERLEY LIQUOR STORE	0	0	0	1	0	-100%	-1
BMX PARK	1	0	0	0	0		0
CUMBERLAND BMX PARK	0	1	1	1	0	-100%	-1
CUMBERLAND LAKE PARK	0	1	0	1	0	-100%	-1
MINORS PARK	0	1	0	2	0	-100%	-2
CUMBERLAND PARK	0	0	0	1	0	-100%	-1
PIDGEON LAKE LANDFILL	0	0	0	1	0	-100%	-1
ALLEN LAKE	1	0	0	0	0		0
BMX TRACK	0	0	2	1	0	-100%	-1
CUMBERLAND VILLAGE BAKERY	0	0	1	0	0		0
DUMP	0	0	2	1	0	-100%	-1
Grand Total	14	22	19	35	33	-6%	-2

UNCLASSIFIED

DEVELOPMENT SERVICES QUARTERLY REPORT



MEETING DATE: October 27, 2025
REPORT PERIOD: July to September 2025
FROM: Courtney Simpson, Director of Development and Bylaw Services

QUARTERLY SUMMARY

This report provides a status update of planning and subdivision applications. As of the third quarter of 2025, there are 19 active development applications. There are 12 active subdivisions; 5 are in the application stage, and 7 are in the maintenance period.

This quarterly report is in a new format that is generated using our new development file tracking system. We are working towards a more automated system to reduce the time spent creating quarterly reports and reduce the change of inaccuracies in reporting.

DEVELOPMENT APPLICATIONS - QUARTER 3, 2025

Below is the list of active development applications. The application number includes application type. In 2025 the Village began using a new file tracking system, and the naming convention is slightly different.

ZOA	zoning amendment
RZ	zoning amendment (pre-2025)
TUP	temporary use permit
HAP	heritage alteration permit
DVP	development variance permit
BOV	board of variance

Application Number	Status	Civic Address	Proposal Description	Recent Activity	Delegated (Y/N)
ZOA2501	In Review	MAPLE STREET	Rezoning and OCP amendment for vacant land behind Fire Hall.	Under review by staff. Signage required.	N
2023-01-RZ	1 st and 2 nd Reading	LOT A, ULVERSTON AVENUE	Rezone to Mixed use with townhouses and apartment units.	Bylaw received first and second reading April 28, 2025. Working on agreements to secure conditions of rezoning.	N
2019-02-OCP	In Review	HORBURY ROAD (COMOX LAKE)	OCP and Zoning Amendment for Comox Lake Land Corporation	Staff preparing report for 1 st reading	N
TUP2501	Cancelled	2714 DUNSMUIR AVENUE	Seeking approval for a Heritage Alteration Permit and Temporary Use Permit to remove existing Cumberland Hotel and construct new urban campsite.	Withdrawn by applicant July 2025	N
HAP2504	Approved	2723 DUNSMUIR AVENUE	Amend previous issued heritage alteration permit.	Issued September 11 2025	Y
HAP2502	Received by Village	2687 PENRITH AVENUE	Installation of fence	Applicant to install notice sign	N
HAP2501	Approved	2697 DUNSMUIR AVENUE	Heritage alteration permit to develop parking lot on site.	Approved September 15 2025	N
2024-06-HAP	Received by Village	2701 DUNSMUIR AVENUE	To authorize a new hanging sign (Stick and Stone)	Waiting for information from applicant.	N
DVP2510	Approved	2697 DUNSMUIR AVENUE	Variances concurrent with HAP 2501.	Issued September 15 2025	N
DVP2509	In Review	2755 KESWICK AVENUE	Setback variance to allow second storey addition.	Awaiting delegated authority approval	Y
DVP2508	Approved	2655 DUNSMUIR AVENUE	Variance to increase the maximum number of signs permitted on a property from one to two.	Approved by delegated authority on July 28, 2025	Y

DVP2507	Received by Village	2513 DUNSMUIR AVENUE	DVP for front setback	On hold by applicant until new Zoning Bylaw is adopted.	N
DVP2506	Approved	3394 NIKKEI PLACE	Increase height of accessory building.	Issued October 3 2025	Y
DVP2505	Received by Village	2564 DUNSMUIR AVENUE	Requesting a variance to decrease the front setback.	On hold by applicant until new Zoning Bylaw is adopted.	N
DVP2504	Cancelled	2742 WINDERMERE AVENUE	Seeking a variance to allow the use of an easement on a neighbouring property to satisfy the side yard requirements for the construction of an ADU.	Denied by Council on July 14, 2025	N
DP2501	More Info Necessary	2788 BECK AVENUE	Construct storage facility (pre-app held Feb 2024.)	Comprehensive letter sent May 2025	N
2024-03-DP	In Review	2794 BECK AVENUE	Amendment to 2022-02-DP to facilitate a reconfiguration of the site for Cumberland storage	Peer review of stormwater management underway.	Y
2024-02-DP	In Review	KENDAL AVENUE	DPA 1 Environmental Protection and DPA 4 Wildfire for Coal Valley Estates Phase 10/11 subdivision	Preparing comprehensive letter	N
BOV2501	In Review	2100 HORBURY ROAD	Addition to existing non-conforming structure (Cabin 5)	Internal review	N

SUBDIVISION APPLICATIONS AND MAINTENANCE PERIODS - QUARTER 3, 2025

File number	Address	Street Name	Purpose	Status	Recent Activity
SV2503	2810	Ulverston Avenue	Four lot residential subdivision	PLR	PLR issued Sept 3, 2025
SV2502	2203	Comox Lake Road	Two lot residential subdivision (one new lot created) to advance heritage protection of Saito House	Initial Review	PLR being drafted
SV2501		Bevan Road	2 lot industrial subdivision to facilitate purchase and future lot creation – Acciano Phase 3	PLR	PLR issued May 12, 2025
2024-02-SV		Coal Valley Estates	Phase 10/11 - 74 residential and mixed-use lots	PLR	PLR issued May 13, 2025
2024-01-SV		Bevan Road	16 industrial lots – Acciano Phase 2	PLR	Design submitted for approval (DSA), Village reviewing
2023-02-SV	4703	Cumberland Road	7 lot residential bare land strata	Maintenance	Maintenance period ends Dec. 1, 2025
2021-01-SV		Beck Avenue	6 lot industrial – Acciano Phase 1	Maintenance	Notice to proceed with boulevard planting to be issued at 80% build out.
2020-09-SV	2631	Derwent Avenue	4 lot residential	Maintenance	Street tree maintenance period ends
2020-04-SV	2814	Dunsmuir Avenue	2 lot residential	Maintenance	Street tree maintenance period
2019-08-SV		Maple Street	24 lot residential	Maintenance	Park construction and boulevard planting now being done by Village
2019-01-SV		Coal Valley Estates	Phase 9 – 28 lot residential	Maintenance	Boulevard maintenance period
2017-04-SV		Carlisle Lane	8 lot residential	Maintenance	Park and boulevard planting outstanding

PERMITS, LICENSING AND BYLAW QUARTERLY REPORT



MEETING DATE: October 27, 2025
REPORT PERIOD: July to September 2025
FROM: Chris Baker, Manager of Permits, Licensing and Bylaw

QUARTERLY SUMMARY

Q3 of 2025 for the Permits, Licensing and Bylaw Department has seen the team, which joined the Village last quarter, begin to excel in their roles and work to improve the processes that deliver services to the community.

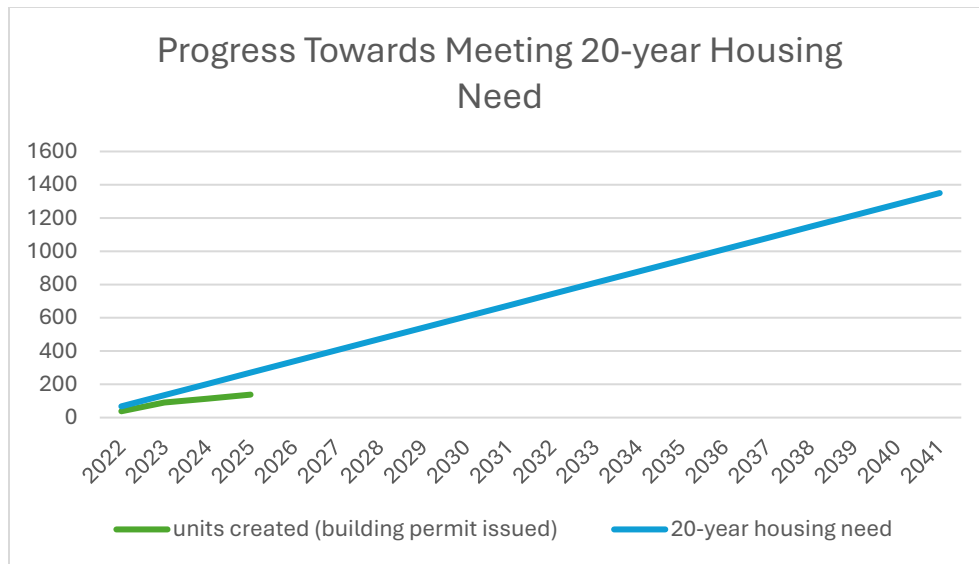
As a tool to further improve service processes we are also looking to find improved ways to record and report metrics to improve transparency and promote inclusion in our process improvement goals.

Building Permits

Building Permit Monthly Stats 2025																	
	Jan	Feb	Mar	Q1	April	May	June	Q2	July	August	Sept	Q3	Oct	Nov	Dec	Q4	Total 2025
Single Family Dwellings	5	2	7	14	0	6	3	9	0	0	0	0					23
Secondary Suite Conversions	0	0	0	0	0	0	0	0	0	0	0	0					0
Duplex (includes SFD with Suite)	0	0	0	0	0	0	0	0	0	0	0	0					0
SFD Additions & Reno's	2	0	1	3	7	1	3	11	2	1	2	5					19
Accessory Dwelling Units	0	0	0	0	0	0	0	0	1	0	0	1					1
Residential Accessory	0	1	1	2	0	0	0	0	1	0	0	1					3
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	0					0
Industrial & Utility	0	0	0	0	0	0	0	0	0	0	0	0					0
Commercial	0	1	0	1	0	0	0	0	0	1	1	2					3
Institutional	0	1	0	1	0	0	1	1	0	4	0	4					6
Demolition	0	0	0	0	0	0	1	1	0	0	0	0					1
Total	7	5	9	21	7	7	8	22	4	6	3	13					56
Dwelling Units Created	5	2	7	14	0	6	3	9	1	0	0	1					24

Progress Towards Meeting 20-year Housing Need

The 2024 Housing Needs Report identified that the Village of Cumberland may need an additional 1,350 housing units over the next 20 years (from 2022 to 2041). The table below shows that to Q3 2025, building permits have been issued for a cumulative total of 138 dwelling units from 2022. This is below the pace to meet the 20-year housing need by 2041. To be on pace, 270 units would be needed by end of 2025. It would be possible to catch up to pace with construction of multi-residential developments, and there are currently a few in earlier stages of the development approval process.



Business Licensing

12 business licence applications were received in Q3. 6 of those applications have been approved and the other 6 are still in progress. The average number of business days between receipt of application and issuance of Business Licence, for licence's issued during this quarter was 39 days, with a range between 28 and 79 days.

The Village received and approved an application for a home-based day care providing spaces for 7 children. Another notable approval was for a millwork/cabinetmaker at the new storage facility on Beck Avenue.

There are currently 2 applications in queue for Vacation rentals. Other notable applications include personal services for Osteopathy and Massage, and an outdoor education school.

Applications received:

July: 3

Aug: 5

Sept: 4

Bylaw: Calls for Service

Calls for service numbers have continued to grow in Q3. We addressed a total of 116 calls for service during this quarter. During the second quarter the total number of files was 33 and there was a similar number in the first quarter. We predicted that as knowledge of the service spread in the Village calls for service would grow, and this seems to be the case. Given the larger number of files, we have provided a breakdown of file types. It is still early to begin to infer trends from the data we are collecting.

We are also working on ways to collect data that represents proactive, informational and educational contacts with members of the community. We will continue to work on a solution for gathering this information in a way that minimally impacts service delivery and staff workload.

Files for July	43
Files for Aug	38
Files for September	35

Stop work	2
Parking	22
Noise	13
Building/Planning department	17
Derelict Vehicles	4
Animal	17
Fence	5
Illegal Dumping	11
Encampments	4
Boulevard Mant	3
Other	18
Unauthorized Business	5
Unsightly	5
Illegal Occ	2

CS = Corporate Services
DS = Development Services
EPW = Engineering and Public Works
PR = Parks and Recreation
PS = Protective Services

Res #	Date	Council Resolution	Assigned To	Status
COTW	2020-04-27	THAT the Committee of the Whole recommend that Council consider cash in lieu parking requirements for Camp Road neighbourhood during a comprehensive Village parking study.	DS	Complete
COTW	2020-04-27	THAT the Committee of the Whole recommend that Council consider reducing the minimum setback to 0 meters and establishing a maximum setback of 2 metres for the Camp Road neighbourhood during the next zoning bylaw update.	DS	Complete
	2020-11-09	THAT Council direct staff to provide report to Council with recommendations to the Village's Business Licence Bylaw (No. 896, 2009), Inter-Community Business Licence Bylaw (No. 995, 2013) and/or other policy needs such as vacation rental and/or mobile vending regulations.	DS CS	In Progress In Progress
21-221	2021-06-28	THAT Council investigate an agreement with AirBnB to recoup the hotel tax that is currently being collected by the company.	CAO	In Progress
21-308	2021-12-13	THAT Council refer the correspondence from the Comox Valley Regional District regarding Communication Antenna Policy to staff and include a request for regular maintenance updates on the towers and a fulsome engagement process.	DS	In Progress
22-503	2022-08-08	THAT Council refer the proposed Anti-Racial Discrimination and Anti-Racism Policy to staff for review and recommendation.	CS	In Progress
23-103	2023-05-08	THAT Council allow the Comox Strathcona Waste Management Centre an additional one (1) year to connect to Village water beyond the one-year requirement contained in the Municipal Water System Regulation and Fees Bylaw 1023, to allow a review of water servicing requirements; and THAT Council instruct staff to review the newly adopted DCC Bylaw and how it may be applied to the Comox Strathcona Waste Management Centre site, and to bring back a report for discussion at a future date.	EPW	In Progress In Progress
23-107	2023-05-08	THAT Council direct staff to work with the United Riders of Cumberland on a Project Partnership Agreement for the proposed paved pump track at Village Park and report back to Council with a draft agreement.	PR	In Progress
23-117	2023-05-29	That Council direct staff to work with owners of the Cayet land to include appropriate information about the land in the Official Community Plan Review for community engagement on future land use.	DS	Complete
23-176	2023-07-24	THAT Council endorse the approach to a tree protection bylaw presented in the Tree Protection Bylaw Recommendations Report prepared by Diamond Head Consulting.	DS	In Progress

23-192	2023-09-11	THAT Council adopt Reserve Funds Establishment Amendment Bylaw No. 1185, 2023. THAT Council adopt the amended Reserve and Surplus Policy No. 3.5. THAT Council direct staff to work with the Homelessness and Affordable Housing Committee on eligibility criteria and application guidelines for funding from the Affordable Housing Reserve Fund.	DS	Closed Closed In Progress
23-214	2023-10-16	THAT Council direct staff work with the Comox Valley Food Policy Council to incorporate food policy into the Official Community Plan review; and That Council direct that the Village of Cumberland be a signatory to the Vancouver Island Food Charter.	DS CS	Complete
23-253	2023-11-27	THAT Council not participate in the Comox Valley Track and Fields service; and THAT Council direct staff to work with the Comox Valley Regional District to determine an appropriate contract for service for the Comox Valley Track and Fields Service for the first and/or further years with the option to participate in the service in a year following the contract for services.	PR	Complete
23-254	2023-11-27	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.	PR	In Progress
24-004	2024-01-08	THAT Council direct staff to consider Perseverance Creek, fish habitat, and environmental flows during the pre-design of the No. 2 Dam project, and report back to Council with more detailed information, whether environmental flows can be achieved, and impacts to the drinking water supply.	EPW	In Progress
24-021	2024-01-22	THAT Council direct staff to review the proposed Official Community Plan Amendment Bylaw No. 1178 and Zoning Amendment Bylaw No 1179 for the Comox Lake Land Corporation in regard to options on docks, accessory buildings height, and the upper limit of size of cabins expanded more than 1500 ft2.	DS	Complete
24-043	2024-02-26	THAT Council direct staff to work with the Comox Valley Regional District and the Cumberland Community Forest Society to bring the draft Conservation Plan for the Lands at Comox Lake and Perseverance Creek forward for collaborative dialogue with K'ómoks First Nation; and THAT Council direct staff to report back with a revised draft of the Conservation Plan for the Lands at Comox Lake and Perseverance Creek once K'ómoks First Nation has had the opportunity to engage in a meaningful way and the Nation's concerns, if any, have been addressed in the document.	PR	In Progress
24-109	2024-05-13	THAT Council direct that heritage interpretation for the 00 Survey Benchmark be included in the upcoming Village Park master plan, and that the heritage interpretation be referred to the Heritage Committee for input.	DS PR	In Progress
24-197	2024-07-08	THAT Council refer the correspondence from the Royal Canadian Legion, Branch 28, Request to Waive Fees, to staff to bring a report back to Council on options for financial support.	PR	In Progress
24-224	2024-09-09	THAT Council reallocate \$9,000 from the WildsafeBC Coordinator budget, \$5,000 from the Bylaw Offence Notice System budget, and \$1,100 from the Use of Force recertification budget to create an improved data collection and reporting system for the Bylaw Service.	DS CS	In Progress Complete
24-239	2024-10-01	THAT Council direct staff to use the remaining \$18,000 funds from existing 2024 traffic project budgets towards some traffic calming quick fix ideas for Dunsmuir Avenue (Camp Road) gateway treatment, and for Kendal Avenue including four-way stops and traffic calming curbs.	EPW CS	Complete In progress

24-249	2024-10-01	THAT Council direct staff to undertake preliminary work to determine the feasibility of the Village becoming a host partner in the BC Hydro Public EV Fast Charging Program.	EPW	In progress
24-259	2024-10-28	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; and 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	CS	In progress
24-285	2024-11-12	THAT Council direct staff to bring back an analysis of frontage taxes charge for linear asset renewal after asset management plan completion.	CS	In progress
24-285	2024-11-12	THAT Council direct staff to bring forward a review of the 2025 water system and wastewater capital debt parcel taxes on the basis of user consumption rates for 2026 financial planning.	CS	In progress
24-285	2024-11-12	THAT Council direct staff to: Report back at the 2026 budget workshop on sponsorship opportunities for 2026 Village Park playground resurfacing	PR	In progress
24-285	2024-11-12	THAT Council direct staff to: Explore grant funding for the 2029 Allen Lake Main Dam localized stabilization project	EPW	In progress
24-285	2024-11-12	THAT Council direct staff to: Explore grant funding for the 2026 Perseverance Creek Channel definition project	EPW	In progress
24-285	2024-11-12	THAT Council direct staff to: Explore whether to prioritize the IT initiative - ThreatAware deployment and education	CS	In progress
24-285	2024-11-12	THAT Council direct staff to: Provide a report on inventory and needs planning for wildfire pumps and equipment	PS	In progress
24-285	2024-11-12	THAT Council direct staff to: Provide a report on the scope of work and budget of the EOC room completion for ceiling and AC.	PS	In progress
24-304	2024-12-09	THAT Council approve the expenditure of up to \$10,000, to be funded through the Comox Valley Waste Management Host Amenity funds, for a scoping study of the Cumberland Minewater Geoexchange District Energy System project for preparation of a grant application submission; and, THAT Council direct staff to bring forward an amendment to the adopted 2024-2028 Financial Plan Bylaw to reflect this expenditure; and, THAT Council supports submission of a non-binding, pre-application to the Green Municipal Fund – Community Energy Systems grant (GMF).	PR CS	In Progress Complete

25-018	2025-01-27	THAT Council direct staff to submit a full proposal for a funding application for the Perseverance Watershed Initiative through the Disaster Resilience and Innovation Funding (DRIF) program; AND THAT Council supports the project and commits to cost overruns; and, THAT Council approve the expenditure of up to \$13,500, to be funded through Host Amenity Funds reserve, for Perseverance Watershed Initiative and THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect this expenditure.	PR CS	Complete In progress
25-037	2025-02-24	THAT Council support the Village of Cumberland's application for the 2025 Federal Active Transportation Fund Grant; and, THAT Council approve funding a 40% portion of the Ulverston Ave and Dunsmuir Ave Sidewalk Replacement project and the Maryport Shared Streets project with \$105,000 from Community Works Funds reserve and \$457,520 from Linear Asset Renewal reserve; and, THAT Council approve funding a 40% portion of the Fourth Street and Cumberland Road Complete Streets project and the Comox Lake and Royston Road Multi-Use Path projects with the following funding strategy: ·Review options to use Development Cost Charges reserve funds; ·Seek additional applicable provincial funding; ·Seek applicable funding from ICBC; and ·Use available internal Village funds for remaining balance.	EPW CS	Complete In progress
25-050	2025-03-10	THAT Council approve the issuance of a temporary use permit for a non-medical cannabis retail store for the property described as Lot 12, Block 10, District Lot 21, Nelson District, Plan 522-A (3276 Third Street).	DS	In progress
25-063	2025-03-24	THAT Council approve the increase to expenditure of up to \$39,000 for increased scope in the Zoning Bylaw Review Project with ·\$14,170 to be funded through Capacity Funding for Local Government Housing Initiatives grant reallocated from the Amenity Cost Charge Bylaw project; and ·\$24,830 to be funded through Community Works Fund reserve. THAT Council approve the reallocation of \$60,000 in funds from Growing Communities Fund to Community Works Fund reserve for the Zoning Bylaw review. THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect the increase in expenditures and funding reallocation for the Zoning Bylaw Review project.	DS CS	In progress
25-074	2025-04-07	THAT Council approve the Union of BC Municipalities Next Generation 911, 2025 grant application for up to \$85,000, and commit to providing overall grant management, to fund the cost of equipment and installation of a Computer-Aided Dispatch (CAD) system and direct staff to include the annual expenses in the 2026 budget; and, THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to include up to \$85,000 for the Computer-Aided Dispatch (CAD) system if the Union of BC Municipalities Next Generation 911 grant is approved.	PS CS	Complete In progress

25-099	2025-05-12	THAT Council enter into a Memorandum of Understanding for collaborative management planning for the Cumberland Community Forest Park with the Comox Valley Land Trust, Cumberland Community Forest Society and United Riders of Cumberland as attached to the report dated May 2 2025; THAT Council direct staff to report back to Council with a draft Management Direction Statement for the Cumberland Community Forest Park to be developed based on the process, roles, responsibilities and schedule described in the Memorandum of Understanding; THAT Council approve a \$37,500 project budget funded by the re-allocation of the \$30,000 previously budgeted for the Arts and Cultural Strategy funded from the Host Community Amenity Reserve and a new \$7,500 allocation funded from the Parks Development Cost Charges Reserve; and THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect these allocations.	PR CS	In progress In Progress
COTW	2025-05-26	THAT the Committee identify the preferred Amenity Cost Charge rate option and related project list as recreation centre and daycare; and THAT the Committee direct staff to proceed with joining the regional development finance engagement session; and with conducting a local consultation session with interested parties. THAT the Committee identify the preferred Amenity Cost Charge rate option as the 1% municipal assist factor.	DS	In progress
25-112	2025-05-26	THAT Council approves the submission of a regional application to the Union of BC Municipalities Community Emergency Preparedness Fund for up to \$200,000 under the Emergency Operations Centres Equipment and Training stream, and up to \$150,000 under the Emergency Support Services Equipment and Training stream to enhance local capacity in both Emergency Support Services and Emergency Operations Centres; and FURTHER THAT the CVRD be designated as the fiscal host, responsible for receiving and managing any resulting grant funding on behalf of the Village of Cumberland.	PS CS	Complete In progress
25-120	2025-06-09	THAT Council defer the request to appear as a delegation regarding the daycare facility at 3376 Egremont Road until such time as the matter has been investigated by SD71 and concluded .	CS	In progress
25-122	2025-06-09	THAT Council authorize the sole sourcing of the remaining design and engineering work for Phase 2 of the Wastewater Upgrade Project to McElhaney Engineering, pursuant to Section 5.9 of the Village of Cumberland Purchasing Management Services Policy. THAT Council approve to increase the budget for the “Wastewater Upgrade Project Phase 1” from \$17,617,400 to \$18,117,400 and to decrease the budget for the “Wastewater Upgrade Project Phase 2” from \$4,360,000 to \$3,860,000 by reallocating \$500,000 from Phase 2 to Phase 1 of the Wastewater Upgrade Project. THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect this expenditure.	EPW CS	Complete In progress
25-142	2025-07-14	That Council designate Comox Valley RibFest 2025 as “municipally significant”, and That Council direct staff to bring back a policy for discussion on municipally significant events for special event permit referrals to the Village from the BC Liquor and Cannabis Regulation Branch.	PR	Complete

25-142	2025-07-14	THAT Council confirm interest to the Comox Valley Regional District for the Village of Cumberland to join the Comox Valley Track and Fields Service, Functions 601 to 603, as a full participant.	PR	Complete
25-153	2025-07-28	THAT Council write a letter in support of the Comox Valley Airport Commission request to the Canadian Border Service Agency Services to change the Airport of Entry designation.	CS	Complete
25-154	2025-07-28	THAT Council receive the Reconsideration Request from the Comox Valley Family Services Association and the Comox Valley Development Association's application to the BC Child Care New Spaces Fund Decisions in the Comox Valley and that Council write a letter of support.	CS	Complete
25-155	2025-07-28	THAT Council approve and enter into the Memorandum of Understanding with the Comox Valley Pickleball Association dated July 3, 2025 for a term ending December 31, 2026; and THAT Council authorize the Chief Administrative Officer and Mayor to extend and/or amend the Memorandum of Understanding with the Comox Valley Pickleball Association from time to time, provided the new term is for no more than two years' duration and there are no significant changes in the scope or terms of the agreement.	PR	Complete
25-156	2025-07-28	THAT Council confirms that the Village of Cumberland has reviewed and formally adopt the commitments with timelines or triggers that have been brought forward within the Stage 3 Liquid Waste Management Plan that is outlined in the July 28, 2025 staff report "Update to Stage 3 LWMP Report for Submission to Ministry of Environment and Parks".	EPW	In progress
25-157	2025-07-28	THAT Council approve updating the Village of Cumberland Water System Master Plan; THAT Council approve the expenditure of up to \$56,000, to be funded through the Water Financial Stabilization Reserve for updating the Water System Master Plan; and THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect this expenditure.	EPW CS	In progress
25-158	2025-07-28	THAT Council direct staff to submit a meeting request with the Minister and with Provincial staff from the Ministry of Public Safety and Solicitor General to discuss policing transition for emerging municipalities at the 2025 Union of British Columbia Municipalities convention.	CS	Complete
25-167	2025-09-02	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.	CS	Complete
25-168	2025-09-02	THAT Council direct staff to consider the request for an Official Village Fungus Proposal and the implications and return with any concerns.	CS	In progress
25-169	2025-09-02	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.	CS	In progress

25-170	2025-09-02	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.	EPW	In progress
25-171	2025-09-02	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.	PR	In progress
25-172	2025-09-02	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.	PR CS	In progress
25-178	2025-09-15	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.	CS	In progress
25-180	2025-09-15	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).	DS	Complete
25-180	2025-09-15	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.	EPW CS	In progress
25-181	2025-09-15	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.	EPW	In progress

25-182	2025-09-15	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.	CS	Complete
25-183	2025-09-15	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.	DS	In progress
25-184	2025-09-15	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.	CS	In progress
COTW	2025-10-06	THAT the Committee endorse pre-zoning the Bevan Industrial Lands to align with the Village's long-term vision for this area, as established in the Bevan Industrial Lands Concept Plan (2020).		In progress
25-193	2025-10-06	THAT Council receive and provide two letters of support for Current Environment Ltd funding applications to the Fish and Wildlife Compensation Program for projects within the Puntledge watershed.	CS	In progress
25-194	2025-10-06	THAT Council approve holding public Committee of the Whole, advisory committee, commission and Board of Variance meetings at the following spaces until the Council Chamber meeting room is available for use: ·Masonic Hall at 2687 Dunsmuir Avenue; ·Cumberland Fire Rescue Hall at 4724 Cumberland Road.	CS	Complete
25-195	2025-10-06	THAT Council direct staff to draft a terms of reference for consideration of equity supports and other Council benefits for Council Member Remuneration Review with potential referral to the appropriate committee.	CS	In progress
25-199	2025-10-06	THAT Council direct staff to refer proposed Bylaws 1240 and 1241 to First Nations and agencies for comment, as per the consultation list attached to the September 25, 2025 staff report.	DS	In progress
25-200	2025-10-06	THAT Council direct staff to include a Drinking Water Protection Zone to the new Zoning Bylaw as part of the Zoning Bylaw Update project currently underway.	DS	In progress