

The Corporation of the Village of Cumberland

Regular Council Meeting Minutes



November 10, 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
Karin Albert, Senior Planner

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, November 10, 2025

Motion 25-212

Moved by: Sullivan

Seconded by: Therrien

THAT Council approve the agenda for the November 10, 2025 Regular Council meeting.

Carried Unanimously

3. Minutes

3.1 Minutes

Motion 25-213

Moved by: Sullivan
Seconded by: Therrien

THAT Council adopt the following minutes:

- Committee of the Whole October 14 and 20, 2025
- Committee of the Whole, October 27, 2025
- Regular Council, October 27, 2025

and;

THAT Council receive the following Committee minutes for information:

- Advisory Planning Commission, October 9, 2025

Carried Unanimously

4. Delegations

None

5. Unfinished Business

5.1 LUSH Valley Food Action Society, Building Capacity for Food Systems within Emergency Planning; An investigation for the Village of Cumberland

Motion 25-214

Moved by: Ward
Seconded by: Therrien

THAT the Village of Cumberland continue to work with the Comox Valley Food Policy Council to review and where feasible, implement policy tool recommendations outlined in the report: "Building Capacity for Food Systems within Emergency Planning; An investigation for the Village of Cumberland".

Carried Unanimously

5.2 Coal Hills BMX Association - Proposed Track Expansion

Motion 25-215

Moved by: Therrien
Seconded by: Borecky

THAT Council approve the BMX track extension and direct staff to enter into an addendum agreement to the existing License Agreement to formalize approval, and authorize the Chief Administrative Officer to execute the amendment.

Carried Unanimously

5.3 BC Shellfish Growers Association - Collaborative Approach to Wastewater and Marine water quality in Baynes Sound

Motion 25-216

Moved by: Borecky

Seconded by: Therrien

THAT Council direct staff to review the requests brought forward and respond to the BC Shellfish Growers Association once commissioning of the Wastewater Treatment Facility has completed.

Carried Unanimously**6. Correspondence**

6.1 Vancouver Island Regional Library, 2026 Board Appointment

Motion 25-217

Moved by: Sullivan

Seconded by: Therrien

THAT Council appoint Councillor Ward as trustee and Councillor Borecky as alternate trustee to the Vancouver Island Regional Library Board for 2026.

Carried Unanimously**7. Reports**

7.1 Heritage Alteration Permit, 2687 Penrith Avenue, for Referral

Motion 25-218

Moved by: Ward

Seconded by: Sullivan

THAT Council refer the heritage alteration permit (HAP2502) application for the property described as Lot 12, Block 3, District Lot 21, Nelson District, Plan 522 (2687 Penrith Avenue) to the Heritage Committee.

Carried Unanimously

7.2 Cumberland Forest Land Strategy – Memorandum of Understanding and Financial Plan Amendment

Motion 25-219

Moved by: Sullivan

Seconded by: Therrien

THAT Council approve the Cumberland Forest Land Strategy Memorandum of Understanding (MOU) between the Village of Cumberland, Cumberland Community Forest Society (CCFS), United Riders of Cumberland (UROC), and Comox Valley Land Trust (CVLT) as attached to this report dated October 29, 2025 and that this new MOU replace the previously approved MOU for the collaborative development of a Cumberland Community Forest Park management direction statement approved on May 12, 2025; and

THAT Council approve the expenditure of an additional \$9,000, to be funded from the General Asset Renewal Reserve Parks Improvements for a total contribution of \$51,000 to the project and direct staff to bring forward an amendment to the adopted 2025–2029 Financial Plan Bylaw to reflect this expenditure.

Carried Unanimously

7.3 2026-2030 Five Year Financial Plan, Committee of the Whole Recommendations

Motion 25-220

Moved by: Therrien

Seconded by: Borecky

THAT Council make a one-time reduction of \$170,000 annually beginning in 2026 to the Emergency and Public Safety Reserve.

THAT Council direct staff to re-allocate the planned annual contribution to the Emergency and Public Safety Reserve to the General Financial Stabilization reserve starting in 2026.

THAT Council include the Priority Request Projects Currently Not in Financial Plan listed on pages 40 and 41 of the October 14 and 20, 2025 Committee of the Whole meeting agenda in the 2026-2030 Five Year Financial Plan, including utilities, except as otherwise directed.

THAT Council move the \$25,000 Box Grader Attachment for Skid Steer from 2027 to 2026.

THAT Council add \$25,000, to be funded through the General Financial Stabilization reserve, for scoping the financial system replacement requirements.

THAT Council change the budget for the financial system replacement from \$300,000 in 2029 to \$100,000 in 2027 and \$200,000 in 2028.

THAT Council move the Unfunded Non-Market Housing Strategy in the amount of \$120,000 in 2028 from the Requests/Projects Removed During Director Review

on page 42 of the October 14 and 20, 2025 Committee of the Whole agenda to the 2026-2030 Financial Plan.

THAT Council fund the Street Tree Inventory and Maintenance Plan showing as \$10,000 unfunded in 2026 of the Priority Request Projects Currently Not in Financial Plan listed on pages 40 and 41 of the October 14 and 20, 2025 Committee of the Whole meeting agenda from the Growing Communities Fund grant if sufficient, otherwise Host Amenity Fund reserve, in the 2026-2030 Five Year Financial Plan.

THAT Council fund the “Council Workshop for laneways, 30KM/h, standard of shared street and separated bike lanes” showing as \$10,000 unfunded in 2026 of the Priority Request Projects Currently Not in Financial Plan listed on pages 40 and 41 of the October 14 and 20, 2025 Committee of the Whole meeting agenda from the Linear Asset Renewal reserve.

THAT Council present the proposed 2026-2030 detailed budgets and a proposed 2026-2030 Financial Plan Bylaw to the public at November 17, 2025 Village Hall Financial Plan and Budget Open House.

Carried Unanimously

7.4 2026 Council Meeting Calendar

Motion 25-221

Moved by: Ward

Seconded by: Therrien

THAT Council approve the 2026 Council meeting calendar and that Council direct staff to give public notice of the calendar.

Carried Unanimously

7.5 Council Member Monthly Reports

Motion 25-222

Moved by: Therrien

Seconded by: Sullivan

THAT Council receive the member monthly reports for September and October 2025.

Carried Unanimously

8. Bylaws

8.1 Official Community Plan Bylaw No. 1230, 2025 - First and Second Readings

Motion 25-223

Moved by: Therrien
Seconded by: Ward

THAT Council give first reading to Official Community Plan Bylaw No. 1230, 2025.

Carried Unanimously

Motion 25-224

Moved by: Therrien
Seconded by: Sullivan

That Council amend the Official Community Plan Bylaw No. 1230, 2025 by replacing section 3.0 in its entirety with the following:

Vision Statement

Cumberland is a thriving, inclusive community shaped by its mountain landscape and sustained by the creativity, care, and resilience of its people. Nestled in the foothills of the Beaufort Range, the Village grows in harmony with the forests, waters, and ecosystems that define its character and support its well-being.

Our strength lies in connection—between people, nature, and place. A compact Village form supports a lively, walkable core where local businesses, gathering places, and cultural venues reflect Cumberland's independent and creative spirit. Shared streets, historic alleys and greenways link homes, schools, parks, and community hubs, making movement part of daily life. Beyond the Village, a world-class trail network winds its way through forested hills, connecting residents and visitors to nature, adventure, reflection, and one another.

Creativity and collaboration shape how we live and grow. Cumberland fosters innovation in housing, design, and transportation to ensure that people of all ages, incomes, and backgrounds can find a home and a sense of belonging. Arts, culture and public events animate the community, reflecting the shared belief that vibrant streets and strong social bonds are the foundation of resilience.

Cumberland honours its relationships with First Nations, advancing reconciliation through respect, shared learning, and stewardship of the land.

As a climate-conscious community, we lead with courage and practicality—reducing emissions, conserving resources, and building infrastructure prepared for a changing climate.

Together, we are shaping a connected, resilient Village—one that grows thoughtfully, cherishes its natural surroundings, and celebrates the everyday life that gives Cumberland its heart.

Carried Unanimously

Motion 25-225

Moved by: Therrien
Seconded by: Borecky

That Council amend the Official Community Plan Bylaw No. 1230, 2025 in Map A: Land Use Designation by:

changing the land use designation of 3550 Cumberland Road, legally described as Lot A, District Lot 126, Comox District Plan VIP77356, PID 026-007-258, from *Interchange Lands* to *Residential Large Lots*.

Carried Unanimously

Motion 25-226

Moved by: Therrien
Seconded by: Borecky

That Council amend the Official Community Plan Bylaw No. 1230, 2025 in Map A: Land Use Designation by:

by amending the land use designation of property on Cumberland Road, legally described as That Part of Lot A, Section 36, Township 10, Comox District, Plan 11052, included in Plan VIP52361, PID 017-412-927, from *Interchange Lands* to *Industry*.

Carried Unanimously

Motion 25-227

Moved by: Therrien
Seconded by: Sullivan

THAT Council amend the Official Community Plan Bylaw No. 1230, 2025 in Map A: Land Use Designation by:

amending Map I: Industry Development Permit Area by adding to the Industry development permit area, the property on Cumberland Road, legally described as That Part of Lot A, Section 36, Township 10, Comox District, Plan 11052, included in Plan VIP52361, PID 017-412-927.

Carried Unanimously

Motion 25-228

Moved by: Therrien

Seconded by: Sullivan

That Council amend the Official Community Plan Bylaw No. 1230, 2025 in Map A: Land Use Designation by amending Map J Form and Character Development Permit Areas by removing from DPA #8 Interchange Lands:

3550 Cumberland Road, legally described as Lot A, District Lot 126, Comox District Plan VIP77356, PID 026-007-258; and

the property on Cumberland Road, legally described as That Part of Lot A, Section 36, Township 10, Comox District, Plan 11052, included in Plan VIP52361, PID 017-412-927.

Carried Unanimously

Motion 25-229

Moved by: Ward

Seconded by: Sullivan

THAT Council give second reading to Official Community Plan Bylaw No. 1230, 2025 as amended.

Carried Unanimously

Motion 25-230

Moved by: Ward

Seconded by: Borecky

THAT Council direct staff to schedule a public hearing for Official Community Plan Bylaw No. 1230; and

THAT Council confirm that it has considered the Official Community Plan Bylaw 1230 in conjunction with its Financial Plan and Liquid Waste Management Plan.

Carried Unanimously

8.2 Zoning Bylaw No. 1238, 2025 - First and Second Readings

Motion 25-231

Moved by: Borecky
Seconded by: Therrien

THAT Council give first reading to Zoning Bylaw No. 1238, 2025.

Carried Unanimously

Motion 25-232

Moved by: Borecky
Seconded by: Sullivan

That Council amend Zoning Bylaw No. 1238, 2025, in table 6.4(2), the Operator Restrictions row, under the Short-Term Rental Accommodation column, by adding “and the principal resident is present” at the end of the sentence.

For (4): Brown, Borecky, Sullivan, and Therrien

Opposed (1): Ward

Voter Type: Majority (Voted), Recorded

Carried (4 to 1)

Motion 25-233

Moved by: Borecky
Seconded by: Ward

That Council amend Zoning Bylaw No. 1238, 2025, Schedule A by changing the zoning from Service Industry (I-1) to Industrial (I-2) at 4620 Cumberland Rd, legally described as LOT A, SECTION 25, TOWNSHIP 10, COMOX DISTRICT, PLAN 50023.

Carried Unanimously

Motion 25-234

Moved by: Borecky
Seconded by: Ward

That Council give second reading to Zoning Bylaw No. 1238, 2025 as amended; and

THAT Council direct staff to schedule a public hearing for Zoning Bylaw No. 1238, 2025

Carried Unanimously

8.3 Business Licence Bylaw and Fees Amendment Bylaw

Motion 25-235

Moved by: Therrien

Seconded by: Sullivan

THAT Council give first, second and third reading of Business Licensing and Regulation Bylaw No. 1239, 2025;

THAT Council give notice on the Village website of the proposed adoption of Business Licensing and Regulation Bylaw No. 1239, 2025 and an opportunity for persons to make representations to Council; and

THAT Council give first, second and third reading of Fees Amendment Bylaw No. 1242, 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 notices of motion introduced by a Council Member. Check cumberland.ca/meetings to confirm meetings.

- Advisory Planning Commission - Thursday Nov 13 at 4:00 pm
- Accessibility and Inclusion Committee - Monday November 17 at 3:00 pm
- 2026 Budget and Financial Plan Village Hall - Monday November 17 at 7:00 pm
- Homelessness and Affordable Housing Committee - Wednesday Nov 19 at 9:30 am
- Heritage Committee - Thursday Nov 20 at 4:00 pm

11. Question Period

None were received

12. Adjournment

The meeting was adjourned at 6:52 p.m.

Motion 25-236

Moved by: Ward

Seconded by: Sullivan

THAT Council adjourn the meeting 6:52 p.m.

Carried Unanimously

Mayor

Certified Correct by Corporate Officer