

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

Monday, January 26, 2026, 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, January 26, 2026

Recommendation:

THAT the Committee approve the Agenda for the January 26, 2026
Committee of the Whole Meeting.

3. Delegation

3.1 Comox Valley RCMP- New Detachment Build
Inspector Scott Mercer, Officer in Charge, Comox Valley Detachment

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4. Reports

4.1 Strategic Priorities, Fourth Quarter October to December 2025

5

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(1) of the
Community Charter to consider:

- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege,
including communications necessary for that purpose;
- (l) discussions with municipal officers and employees respecting
municipal objectives, measures and progress reports for the purposes of

preparing an annual report under section 98 [annual municipal report];

7. Adjournment



January 8, 2026

Mayor and Council
Village of Cumberland
2673 Dunsmuir Avenue
Cumberland, BC, V0R 1S0

Inspector Scott Mercer
Comox Valley Detachment Commander
Royal Canadian Mounted Police
800 Ryan Road, Courtenay BC

Greetings Your Worship and Councillors

Re: New Detachment Build

Since taking command in July 2024, I have had a number of informal conversations with this Council, Community partners and members of the General Public on the prospect of building a new RCMP Detachment that can meet today's policing needs.

Our current Detachment houses nearly two hundred police personnel in approximately 1700 square meters of working space. The building was constructed over 40 years ago in which in this time it has been refurbished, remodelled and subjected to various efficiency studies to maximize its use to align with the growing Communities it serves.

Through other studies, a number of critical infrastructure items have been identified to include structural instability and possible structure collapse from future seismic activity. In the event of a seismic event, our ability to respond and continue to provide a policing service would be severely diminished exposing a critical gap in our frontline response. This would also include a massive disruption in police communications for all North Vancouver Island – as our Detachment houses North Island RCMP Operational Communications Center.

In addition to major build issues, this Detachment has other significant problems that jeopardize workplace safety. Building water mains are contributing harmful lead additives to our water supply. Some measures have been put into place to reduce the lead content to make this water safe to drink and use – however it requires continual checks, filters and regular testing on what should be considered a basic need. This questionable water not only puts employees at risk but prisoners that are under our care as well.

Other issues to date include: asbestos in building materials, inconsistent heat and air flow, insufficient power supply, inadequate workspace, failing roof materials and the need to replace critical equipment such as a HVAC system. The projected cost for a new HVAC is estimated to be approximately two million dollars.

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With the addition next door of a new purpose-built shelter and supportive housing complex in the coming year, the Detachment will require a secure fenceline that protects the integrity of the property and frontline equipment. This fence must be inline with Federal Government security standards and could cost the municipalities thousands of dollars.

Through Council discussions and Multi Year Financial Planning I have expressed our policing needs and the resources I feel are required to meet these needs now and in the immediate future.

The prospect of a new Detachment has moved beyond any general or informal conversations to a point where serious discussions need to be done on cost, feasibility and project planning. As your police force of choice, the burden of this need falls to you. Plainly spoken - Our Detachment structure is failing. The costs for repairs are increasing. The list of issues undermining workplace safety and our ability to effectively police is becoming unmanageable.

As the Detachment Commander, I am requesting formal Letters of Support from Municipal Leaders on a New Detachment Build to demonstrate their commitment to public safety. Furthermore, these Support Letters should be addressed directly to the responsible governing and administrative bodies that will recognize this same need and authorize "E" Division OSB Project Planning to commence necessary discussions with the City of Courtenay, the Town of Comox, the Village of Cumberland and the Province of British Columbia.

I believe these Letters of Support are important to emphasize our current needs as well illustrate the importance our Municipalities place on a healthy and functional RCMP Detachment which only serves to promote public safety in the Comox Valley.

Respectfully,

Mercer, Scott
Douglas
Michael, 000102777



Digitally signed by Mercer, Scott
Douglas Michael, 000102777
Date: 2026.01.08 12:21:58 -08'00'

Insp. Scott Mercer
Officer in Charge – Comox Valley Detachment

CC: City of Courtenay – Mayor and Council
Town of Comox – Mayor and Council
K'omoks First Nation – Chief and Council
Comox Valley Regional District - Board
MLA Brennan Day
MLA Josie Osborne
MP Gord Johns
RCMP Island District Commanding Officer



QUARTERLY REPORT TO COUNCIL

October to December 2025



THE VILLAGE OF
CUMBERLAND

250.336.2291
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cumberland.ca

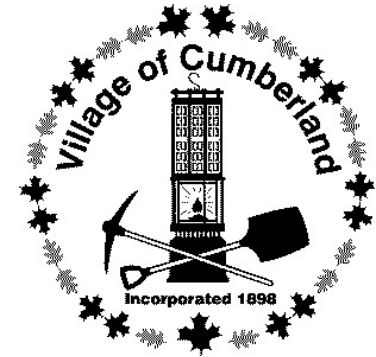
2673 Dunsmuir Avenue
Box 340, Cumberland, BC
V0R 1S0



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STRATEGIC PRIORITIES QUARTERLY REPORT



MEETING DATE: January 26, 2025
REPORT PERIOD: October to December 2025
FROM: Michelle Mason, Chief Administrative Officer

The following are attached to this report for Council information for the period October to December 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 fourth 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.

A highlight of the quarter was the significant work on both the OCP and Zoning bylaws. While the OCP was not fully adopted until January 2026, it was marked as complete for the Q4 of 2025 given that it is complete by the time this report goes to Council. The Village entered into a partnership agreement with Cumberland Community Schools Society to support youth centre programming during Cumberland Community

School renovations. Council adopted a new business licencing bylaw which reduced annual fees for general businesses but introduced application fees and a late payment penalty. A ribbon cutting ceremony has been planned for the completion of phase one of the wastewater treatment facility. 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, but construction timelines are unpredictable because they are managed by the Village's insurer. Staff received competitive bids for general facility construction in Village facilities and have chosen three companies from that process to provide quotes for future facility construction upgrades. The facility upgrades to increase office space in both the Recreation Centre and the Municipal Office will be issued to the three companies for quotes.

The Village was given the opportunity to present to K'ómoks First Nation Chief and Council on the first Thursday of every second month in 2025 which allowed updates on major initiatives and projects to be given on a regular basis. It was determined at the November 2025 meeting that, while the C2C event may inform a future memorandum of understanding or protocol framework, due to capacity, the event and protocol work cannot take place at this time. Funding received for the C2C and protocol development work was returned to the grantor.

The following is a summary of grant activities that took place between October and December 2025.

Grants Applied for:

\$6,300 ICBC (for Dunsmuir pedestrian solar crossing) / other traffic safety initiatives completed in 2025 were also listed for ICBC funding

Grants Approved:

\$6,300 ICBC (for Dunsmuir pedestrian solar crossing)

\$4,752 Heritage Legacy Fund 2025 (for Community Heritage Register)

Grants Not Approved:

None for Q4

Outstanding Grant Applications:

\$5,297,796 Canada Active Transportation Fund (Multi-use paths, complete streets and sidewalk projects applied February 10, 2025)

\$375,250 UBCM Strategic Priorities Fund (project total \$425,250 for Integrated Financial Sustainability Fund applied September 12, 2025)

\$2,710,000 UBCM Strategic Priorities Fund (No. 2 Dam reconstruction applied September 10, 2025)

In July of 2025, M'akola Housing Society applied to BC Housing under the Community Housing Fund for the Kwaxdzi'dzas Affordable Housing Development in Cumberland.



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GOALS

100%



GOAL COMPLETION


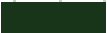




STRATEGIC PLAN 2023-2027 PLAN

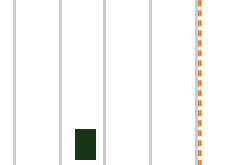

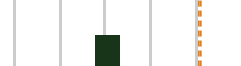
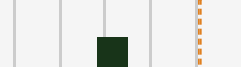



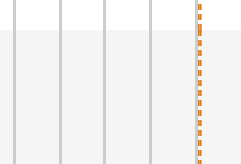
DIVERSE AND HEALTHY COMMUNITY

Goal	2020... 20... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
Continue to explore opportunities for food security				Complete	Annie Berard Chief Financial Officer	-
→ Pursue bridge funding agreement with CCSS to ensure short term viability of Cumberland Community Food Share program.		NEW 2 year agreement with CCSS for 10k funding in 2023 and 2024 to support the Food Share Program (extended to 2025 and 2026)		Complete	Annie Berard Chief Financial Officer	-

Goal	2/20... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
Encourage stronger community engagement		NEW "Community Engagement and Projects" has been added as a new main menu on the Village website, as well as a "Feature Topics" menu on the website home page to feature projects and opportunities for community engagement. Engagement opportunities are also featured on the Village's social media channels. Community engagement is project-based and funded by project budgets. Current and upcoming engagement includes the Penrith Avenue project, Official Community Plan review, Zoning Bylaw update, Amenity Cost Charges development.		Complete	Rachel Parker Corporate Officer	-
→ Include community engagement in the Communications Strategy implementation plan		NEW <ul style="list-style-type: none"> The Communications Strategy that includes community engagement strategies was presented to Council March 18, 2024 Progress on community engagement will be tracked with the Communication Strategy implementation above 		Complete	Rachel Parker Corporate Officer	-
Encourage Village culture through existing and emerging community events				Complete	Kevin McPhedran Director of Community Services	-

Goal	2/20... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Expand Community Service Partnership Agreement with local non-profit event providers		NEW Community Service Partnership Agreements now in place to the end of 2027 with the following partner organizations: <ul style="list-style-type: none"> • Cumberland Community Schools Society (amendment to agreement approved by Council in Q4 2025 to enable temporary CCSS access to Village facilities in support of youth center services during the ongoing construction project at the Cumberland Community School) • Cumberland Events Society • United Riders of Cumberland • Cumberland Museum and Archives • Elevate the Arts Society 		Complete	Kevin McPhedran Director of Community Services	-
→ Draft a Special Event Policy and modernize of Special Event Applications process		NEW Council Policy adopted fall 2024; staff working to develop and implement modernized special event application, review and approval procedures (ongoing).		Complete	Kevin McPhedran Director of Community Services	-

Goal	2/20... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
Staff and Council education on the UNDRIP and Indigenous relations		NEW <ul style="list-style-type: none"> Training opportunities took place during 2024 with the majority of Village staff in attendance. An annual Village wide Indigenous cultural sensitivity awareness program has been funded This is now operational as education programs will be held every year with operational budgets. 	Organization wide Indigenous Awareness Training/Education program <input checked="" type="checkbox"/>	Complete	Michelle Mason Chief Administrative Officer	-
Development Approvals Process Modernization Project		NEW <p>New application guides have been added to the Village Website.</p>		Complete	Courtney Simpson Director of Development and Bylaw Services	-
 Information technology solution for Development Approvals Process Modernization project		NEW <p>At the time of writing this update, the formal launch is planned for the week of January 19. This concludes this project. The portal will include an interactive map that will show active development applications and includes online application submissions.</p>		Complete	Courtney Simpson Director of Development and Bylaw Services	-
Permissive tax exemptions on improvements		NEW <p>Financial Plan Bylaw policy amended for tax exemption on assessed value of improvement of affordable rental housing</p>		Complete	Annie Berard Chief Financial Officer	-
Establish a housing reserve fund				Complete	Courtney Simpson Director of Development and Bylaw Services	Annie Berard

Goal	2/20... 20... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
Regional accessibility framework		NEW October 2023: Council endorses regional Accessibility Framework. Next steps: Funding application to SPARC BC and development of Assessment and Action Plan in 2025.		Complete	Rachel Parker Corporate Officer	-
Complete the communications and implementation strategy		NEW Communication Strategy Revised October 2024.		Complete	Michelle Mason Chief Administrative Officer	-
Hire a permanent part-time communications coordinator		NEW • successful recruitment completed in September		Complete	Rachel Parker Corporate Officer	Michelle Mason
Update the Bylaw Enforcement Policy		NEW Approved by Council in May 2024		Complete	Courtney Simpson Director of Development and Bylaw Services	-
Good Neighbour Bylaw		NEW Adopted by Council in June 2024. Bylaw renamed to "Community Nuisance Abatement Bylaw"		Complete	Courtney Simpson Director of Development and Bylaw Services	-
Bylaw enforcement service review		NEW Report to Council on completion of the project September 9, 2024.		Complete	Courtney Simpson Director of Development and Bylaw Services	-
Update Recreation Fees Bylaw (Phase I)		NEW New fees adopted in September 2024		Complete	Kevin McPhedran Director of Community Services	-
Cumberland Lake Park - 10 Year Operating Agreement with Lake Park Society		NEW Council approved an amendment to the agreement to facilitate an expanded operating season (spring and fall) in December 2025; staff working to finalize agreement details with Lake Park Society in Q1 2026.		Complete	Kevin McPhedran Director of Community Services	-

SUSTAINABLE SERVICE DELIVERY & ASSET MANAGEMENT

Goal	2...	2023	2024	2025	2...	Comment	Task	Current Completion	Owner	Co-owners
Complete the Transportation Master Plan that includes active transportation						NEW <ul style="list-style-type: none"> Transportation Master Plan (TMP) presented to and approved by Council July 8 2024 Emerging Item from the 2025 strategic plan review has been added to revisit the TMP for speed limit and arterial road design and laneway classification designation 		Complete	Mike Ippen Director of Engineering and Public Works	-
Formalize a Facility / Building maintenance service with work plans and supporting budgets						NEW <ul style="list-style-type: none"> Facility Services operating annual budget review was brought forward to Council and an operating budget increase was included 2024 and future financial plans 		Complete	Kevin McPhedran Director of Community Services	Mike Ippen Annie Berard
Launch Stage 3 Liquid Waste Management Plan (LWMP)						NEW <p>Report submitted to the Ministry of Environment.</p>		Complete	Mike Ippen Director of Engineering and Public Works	-
Solid Waste collection service procurement								Complete	Mike Ippen Director of Engineering and Public Works	Annie Berard
Update the water conservation bylaw						NEW <p>Council adopted an updated water conservation bylaw that delegates water restrictions to the CAO.</p>		Complete	Mike Ippen Director of Engineering and Public Works	-

COMMUNITY PLANNING

Goal	2023	2024	2025	2026	2027	Comment	Task	Current Completion	Owner	Co-owners
Effective Response to Climate Change								Complete	Michelle Mason Chief Administrative Officer	-
→ Develop a community climate action plan to reduce greenhouse gas emissions to increase climate resiliency and that incorporates the Green New Deal						NEW Climate Action Plan approved on June 24, 2024		Complete	Courtney Simpson Director of Development and Bylaw Services	Mike Ippen Kevin McPhedran
→ Work with the Comox Valley Regional District to understand scope of Regional Climate Action Plan.						NEW • completed with the Village's Climate Action Plan		Complete	Courtney Simpson Director of Development and Bylaw Services	-
→ Community Climate Action Plan for Cumberland with Official Community Plan Review that will complement regional plan.						NEW Approved on June 24, 2024		Complete	Courtney Simpson Director of Development and Bylaw Services	-
→ Update the Corporate Climate Action Plan						NEW Climate Action Plan approved June 24, 2024		Complete	Courtney Simpson Director of Development and Bylaw Services	Mike Ippen Annie Berard
Complete the Official Community Plan update and review priorities such as						NEW OCP Bylaw adopted on January 12, 2026		Complete	Courtney Simpson Director of Development and Bylaw Services	-
→ Public engagement and bylaw development						NEW Draft presented to Council and public engagement complete.		Complete	Courtney Simpson Director of Development and Bylaw Services	-
→ Bevan Industrial Servicing Strategy						NEW Received by Council on February 26, 2024		Complete	Courtney Simpson Director of Development and Bylaw Services	-

Goal	2023	2024	2025	2026	2027	Comment	Task	Current Completion	Owner	Co-owners
Fiscal impact analysis on new or potential development, including industrial, commercial and investment inventory assessment						<div>NEW</div> Received by Committee of the Whole on March 24, 2025.		Complete	Courtney Simpson Director of Development and Bylaw Services	Mike Ippen

2025-2026 EMERGING ITEMS PLAN

COMMUNITY SERVICES

Goal	Comment	Task	Current Completion	Owner	Co-owners
Roof replacement for Public Works building												NEW Project complete. However, new project also inadvertently created (see "Council Chambers Fire Recovery", added below).		Complete	Kevin McPhedran Director of Community Services	-
No. 6 Mine Park Climbing Boulder												NEW Complete.		Complete	Kevin McPhedran Director of Community Services	-
Beaufort Family Health Society - Bridge Funding Agreement												NEW Bridge agreement extension (2025, 2026, 2027) complete.		Complete	Kevin McPhedran Director of Community Services	-
Cumberland Community Schools Society Food Share - Bridge Funding Agreement												NEW Amendment to agreement to extend service funding to end of 2026 completed Q3 2025.		Complete	Kevin McPhedran Director of Community Services	-
Peace Park Welcome Poles												NEW Capital project complete. Operational maintenance plan included in 2026-2030 financial plan.		Complete	Kevin McPhedran Director of Community Services	-
Souther House (Coal Creek Historic Park) Demolition														Complete	Kevin McPhedran Director of Community Services	-
First Street House Acquisition and Renovations														Complete	Kevin McPhedran Director of Community Services	-
Wellington Colliery Trail Perseverance Pedestrian Bridge (Coal Beach access) – partnership with Cumberland Community Forest Society														Complete	Kevin McPhedran Director of Community Services	-
Recreation Facilities Code of Conduct and Cameras														Complete	Kevin McPhedran Director of Community Services	-

Goal	Comment	Task	Current Completion	Owner	Co-owners
Cumberland Community Schools Society: Community Service Partnership Agreement Amendment											<div>NEW</div> <p>In Q4 2025, Council approved an amendment to the 2024-27 CCSS-Village Community Services Partnership Agreement to facilitate CCSS use of the Cultural Centre for youth centre programming during Cumberland Community School renovations.</p>		Complete	Kevin McPhedran Director of Community Services	-

DEVELOPMENT AND BYLAW SERVICES

Goal	M... Jun Jul Aug Sep Oct	Comment	Task	Current Completion	Owner	Co-owners
Business Licence Bylaw amendments		<div>NEW</div> New Business Licensing and Regulation Bylaw adopted Q4 2025.		Complete	Courtney Simpson Director of Development and Bylaw Services	-

ENGINEERING AND PUBLIC WORKS

Goal	Q3 '... Q4 '... Q1 '25Q2 '25 ...	Comment	Task	Current Completion	Owner	Co-owners
Camp Road and Kendal Avenue traffic safety quick fixes	<div></div>	<div>NEW</div> <ul style="list-style-type: none">Gateway treatment for Camp Road installedKendal Avenue four way stop and traffic calming curbs installed		<div>Complete</div>	Mike Ippen Director of Engineering and Public Works	-



81





GOALS

54%

GOAL COMPLETION

STRATEGIC PLAN 2023-2027 PLAN






DIVERSE AND HEALTHY COMMUNITY

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
Socio-economic diversity and inclusion				On Track	Michelle Mason Chief Administrative Officer	-
→ Identify options for development of diversity in housing				Behind	Courtney Simpson Director of Development and Bylaw Services	-
→ 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	Courtney Simpson Director of Development and Bylaw Services	-
→ Non-market Housing Strategy		NEW Unfunded. Housing Accelerator funding was not received. Timing and budget to be considered in 2026 budget process.		Not started	Courtney Simpson Director of Development and Bylaw Services	-

Goal	2022	2023	2024	2025	2026	Comment	Task	Current Completion	Owner	Co-owners
→ Emerging_Approval Process Modernization Phase 2						NEW Completion of grant-funded portion of project required by end of February, 2026. Subdivision Bylaw and Development Application Procedures Bylaw amendments to be presented to Council following.		Behind	Courtney Simpson Director of Development and Bylaw Services	-
→ Emerging_New Housing Legislation Alignment						NEW See separate entry for Zoning Bylaw update under Community Planning. ACC Bylaw and Development Application Procedures Bylaw amendment to be presented for first reading in Q1 2026.		Overdue	Courtney Simpson Director of Development and Bylaw Services	-
→ Pursue multiple pathways to support the development of non-market housing opportunities								Behind	Courtney Simpson Director of Development and Bylaw Services	Annie Berard
→ 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		Overdue	Courtney Simpson Director of Development and Bylaw Services	-
→ Establish application process to housing reserve fund						NEW Was to be completed with consultant support funded by Housing Accelerator fund. Funding not received. This was deferred to 2026 during the strategic planning review. Not time-sensitive as the Housing Reserve Fund has \$0 balance.		On Track	Courtney Simpson Director of Development and Bylaw Services	Annie Berard
→ Develop an Accessibility Plan								Behind	Michelle Mason Chief Administrative Officer	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
<ul style="list-style-type: none"> Assessment and action plan development with consultant 		NEW Survey and What We Heard report Completed in Dec 2025. The project is behind schedule but is expected to be completed in April instead of March.		Behind	Rachel Parker Corporate Officer	-
Effective community engagement and communication				On Track	Michelle Mason Chief Administrative Officer	-
<ul style="list-style-type: none"> Implement the Communications Strategy 				On Track	Rachel Parker Corporate Officer	-
<ul style="list-style-type: none"> Communication Strategy Implementation 		NEW For external communications, a number of engagement campaigns are now completed. Limited use of social media continues due to staff shortages. Website upgrades being developed to feature capital and operating projects.		On Track	Rachel Parker Corporate Officer	-
<ul style="list-style-type: none"> Develop a Bylaw Enforcement Strategy 		NEW Implementation of the bylaw service review are underway.		Behind	Courtney Simpson Director of Development and Bylaw Services	-
<ul style="list-style-type: none"> Bylaw Dispute Adjudication System Implementation 		NEW Aiming for report to Council to introduce bylaw in Winter 2025/26		Behind	Courtney Simpson Director of Development and Bylaw Services	-
Thriving community arts, culture and recreation				Behind	Michelle Mason Chief Administrative Officer	-
<ul style="list-style-type: none"> Complete Recreation, Arts and Culture Facility Planning 				On Track	Kevin McPhedran Director of Community Services	-
<ul style="list-style-type: none"> Re-launch Recreation, Arts and Culture Plan focused on long range Facility Planning 		NEW Deferred to start in 2027		Not started	Kevin McPhedran Director of Community Services	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Implement facility improvements to municipal cultural venues		NEW Cultural Centre: 2025 Projects - complete: <ul style="list-style-type: none"> • Museum exterior chain link gate • Moncrief Hall door replacement (scheduled for January 2026) 		On Track	Kevin McPhedran Director of Community Services	-
→ Implement Indoor Facility Improvements		NEW 2025 Projects - complete: <ul style="list-style-type: none"> • Recreation Centre Electrical Upgrades 2026 Recreation Centre Projects (scheduled): <ul style="list-style-type: none"> • Office, Reception and Kitchen Renovation • Foyer painting • Gymnasium Washroom accessibility improvements • Gymnasium walls (completion of hazardous material abatement and restoration project initiated in 2025) • Roof Replacement and Energy Audit (subject of future Council Report) • Fitness Studio Expansion Design (implementation scheduled for 2027) 		On Track	Kevin McPhedran Director of Community Services	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Develop parks and recreation strategies				Behind	Kevin McPhedran Director of Community Services	-
→ 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	Kevin McPhedran Director of Community Services	-
→ Village Park Master Plan		NEW Project initiated scheduled for late 2026		Not started	Kevin McPhedran Director of Community Services	-
→ Solport Park Playground		NEW Project funded in 2027 Parks Capital Budget (deferred during 2026-2030 budget). End date changed to reflect this deferral.		Not started	Kevin McPhedran Director of Community Services	-
→ Cumberland Community Forest Park Management Plan		NEW A revised and updated Memorandum of Understanding to expand the scope of the project was approved by Council in fall 2025. Parks and Lands Planning in collaboration with project partners (Cumberland Community Forest Society; United Riders of Cumberland; and Comox Valley Land Trust) has now been initiated. Plan development forecasted to take 12-18 months (completion date changed to reflect this new timeline).		On Track	Kevin McPhedran Director of Community Services	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Implement Lake Park Master Plan Projects		<p>NEW</p> <p>2025 Capital projects - complete:</p> <ul style="list-style-type: none"> Underground utility service mapping. Completed March 2025. Decommissioning of picnic shelter at end-of-life in campground area <p>2025 Capital projects - in progress and now targeted for spring 2026 completion:</p> <ul style="list-style-type: none"> Day Use Area expansion by conversion of two waterfront RV sites: planning and design complete, construction initiated. <p>2026 Projects:</p> <ul style="list-style-type: none"> Water System Study (led by Engineering and Public Works) Conversion of former picnic shelter site to additional campsite 		On Track	Kevin McPhedran Director of Community Services	-
→ Cumberland Community Forest Park Projects		<p>NEW</p> <p>2025 Park Projects - complete:</p> <ul style="list-style-type: none"> Big Log Nature Classroom and trail restoration (collaboration with CCFS) DCDH Trail - major reroute (collaboration with UROC) <p>Future projects (2026>) to be scoped and prioritized as part of ongoing park management planning process.</p>		On Track	Kevin McPhedran Director of Community Services	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Update Recreation and Parks Fees Bylaw (Phase II)		NEW Deferred to 2027		Not started	Kevin McPhedran Director of Community Services	-
Meaningful Reconciliation with Indigenous Peoples				Behind	Michelle Mason Chief Administrative Officer	-
→ Respond to and prioritize requests and engagement with K'ómoks First Nation		NEW <ul style="list-style-type: none"> 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 <input type="checkbox"/> <input checked="" type="checkbox"/>	On Track	Michelle Mason Chief Administrative Officer	Rachel Parker Courtney Simpson Kevin McPhedran Mike Williamson Annie Berard
→ Develop an Indigenous relations framework		NEW <p>Community to Community event which included protocol work was cancelled due to capacity. Staff will continue to work with KFN towards understanding how the Village and KFN can collaborate on future initiatives, including development of a framework.</p>	Develop an Indigenous Relations Framework Indigenous relations framework groundwork/education <input type="checkbox"/> <input type="checkbox"/>	Not started	Michelle Mason Chief Administrative Officer	-

Goal	2... 20... 20... 20... 20... 20...	Comment	Task	Current Completion	Owner	Co-owners
→ Work with Indigenous Peoples to further the goals of the UNDRIP		NEW <ul style="list-style-type: none"> 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 (work is needed in this area to bring this initiative back on track) 	Continue to participate in the CVRD Reconciliation Advisory Table Engagement Framework <input checked="" type="checkbox"/> Develop staff knowledge base of UNDRIP <input type="checkbox"/>	Behind	Michelle Mason Chief Administrative Officer	-
→ Work with Indigenous Peoples on mutually beneficial partnerships		NEW <p>Village received funding for a Village/KFN Community to Community event but based on capacity, funding was returned. A region wide Community to Community event is still expected to take place. In addition, the Village has been given the opportunity to present to KFN Chief and Council every second month. Staff will use these events to understand where collaborative opportunities exist.</p>	Explore watershed land management partnership with KFN <input type="checkbox"/> Explore hydro generation partnership with KFN <input type="checkbox"/> Explore inclusion of Indigenous values into procurement <input type="checkbox"/> Regular meetings with KFN administration <input type="checkbox"/>	On Track	Michelle Mason Chief Administrative Officer	-
Effective Regional Partnerships				On Track	Michelle Mason Chief Administrative Officer	-

Goal	2...	20...	20...	20...	20...	20...	Comment	Task	Current Completion	Owner	Co-owners
<div> <div></div> <div>Participate in regional services that maximize community benefit</div> </div>							<div>NEW</div> <ul style="list-style-type: none"> 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 draft policy scheduled to be presented at Regional Elected Officials Forum in Q1 2026 (project will also subject to future staff Council Reports) Regional Tourism Strategic Plan approved in Q4 2025. CVRD and Experience CV staff expected to present to Council regarding a regional MRDT. 	<div>Regional Active Transportation Network Plan Implementation</div> <div>Regional Climate Action Plan</div> <div>Regional Growth Strategy Review</div> <div>Regional Airshed Roundtable</div> <div>Regional Recreation Pass and Regional Fields Centralized Booking Feasibility project</div> <div>Inform Council decision on CVRD invitation to become participant in Regional Recreation Fields Service</div> <div>Regional Emergency Program service</div> <div>CVRD Tourism Service Strategic Planning</div> <div>Staff participation on CVRD Regional Parks and Trails Advisory Committee to inform Strategic Plan</div>	<div>On Track</div>	Michelle Mason Chief Administrative Officer	<div>Mike Ippen</div> <div>Courtney Simpson</div> <div>Kevin McPhedran</div> <div>Mike Williamson</div>

SUSTAINABLE SERVICE DELIVERY & ASSET MANAGEMENT

Goal	... 2... 2... 2... 2... 2... 2... 2...	Comment	Task	Current Completion	Owner	Co-owners
Comprehensive Asset Management				Behind	Michelle Mason Chief Administrative Officer	-
→ Complete the Asset Management Plan that values green infrastructure.		NEW <ul style="list-style-type: none">see below for individual task comments		Behind	Mike Ippen Director of Engineering and Public Works	Kevin McPhedran Annie Berard
→ Establish an Asset Management Team		NEW <ul style="list-style-type: none">establishing a team will be the first step in developing a comprehensive asset management plan		On Track	Mike Ippen Director of Engineering and Public Works	Kevin McPhedran Annie Berard
→ Inventory Village assets, including natural assets		NEW <ul style="list-style-type: none">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.		Behind	Mike Ippen Director of Engineering and Public Works	Kevin McPhedran Annie Berard
→ Continue asset condition assessments		NEW <ul style="list-style-type: none">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.		Behind	Mike Ippen Director of Engineering and Public Works	Kevin McPhedran Annie Berard
→ Identify future asset acquisition & replacement schedule		NEW <ul style="list-style-type: none">this initiative will start once the asset management team has been established and assets have been inventoried and sufficient asset conditions are available.		Behind	Mike Ippen Director of Engineering and Public Works	Kevin McPhedran Annie Berard


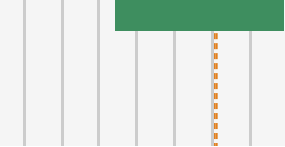

Goal	...	2...	2...	2...	2...	2...	2...	2...	Comment	Task	Current Completion	Owner	Co-owners
→ Develop a long-term financial plan									NEW <ul style="list-style-type: none"> long-term funding strategy is in place for linear asset renewal and the water treatment plant renewal final financial planning will take place once assets have been fully inventoried with condition assessments staff have applied for a grant to develop an Integrated Financial Sustainability Plan (award notifications not received to date) which will support the Village's asset management planning process 		Behind	Annie Berard Chief Financial Officer	Mike Ippen Kevin McPhedran
→ Sewer and Storm Masterplan Updates									NEW <ul style="list-style-type: none"> this project is now behind shedule due to complications with modeling due to lack of iformation for storm and sewer engineering consultant work underway with drafts to staff now expected in June and with this delay, staff plan to bring all three masterplans to Council together 		Behind	Mike Ippen Director of Engineering and Public Works	-
→ Water Masterplan Update									NEW <ul style="list-style-type: none"> water masterplan is on track and is now expected to be presented to Council with the storm and sewer masterplans 		On Track	Mike Ippen Director of Engineering and Public Works	-
Sustainable Public Utilities											On Track	Michelle Mason Chief Administrative Officer	-

Goal	... 2... 2... 2... 2... 2... 2...	Comment	Task	Current Completion	Owner	Co-owners
→ Complete the construction of upgrades to the wastewater treatment facility				On Track	Mike Ippen Director of Engineering and Public Works	-
→ Construction phase 1		NEW Phase 1: <ul style="list-style-type: none"> With suspended air filters installed, screen bins and disc filters started in the first weeks of January. Significant training and commissioning by Village staff taking place. Outfall pipe is close to being complete at the WWTP with discharging expected by end of January. This will be the first substantial increase to the quality of the effluent being discharged from Cumberland. UV treatment expected before middle of February. Ribbon cutting ceremony planned for March 23, 2026. 		On Track	Mike Ippen Director of Engineering and Public Works	-
→ Design and construction phase 2		NEW <ul style="list-style-type: none"> Phase 2 of the WWTP is progressing and should be completed on time and ideally before October when the rains come. LWMP needs to be approved before work can start on the biochar reed bed; however, at this stage, staff are expecting approval in time. 		On Track	Mike Ippen Director of Engineering and Public Works	-
→ Plan for future wastewater treatment approval				Overdue	Mike Ippen Director of Engineering and Public Works	-






Goal	... 2... 2... 2... 2... 2... 2... 2...	Comment	Task	Current Completion	Owner	Co-owners
→ Submit Stage 3 Liquid Waste Management Plan to Ministry of Environment for final approval		NEW <ul style="list-style-type: none"> LWMP not approved by the end of 2025 From recent communications with the Province, staff believe that Indigenous communities engagement is in process Village received an extension to the consent order for the end of 2026 		Overdue	Mike Ippen Director of Engineering and Public Works	-
→ Review the solid waste collection system		NEW <ul style="list-style-type: none"> timeline has changed to 2026 for this initiative 		Behind	Mike Ippen Director of Engineering and Public Works	Annie Berard
→ Review options and costs for an automated collection system with service to ICI customer analysis.		NEW <ul style="list-style-type: none"> Without a director, this project has fallen behind again and is expected to be delayed past the spring deadline staff will re-engage with the collector at the end of January to understand the collection challenges that will need to be overcome prior to the financial analysis 		Behind	Mike Ippen Director of Engineering and Public Works	Annie Berard
→ Council consideration of direction of an automated collection system service.		NEW <ul style="list-style-type: none"> Council to consider timing and collection of automated collection system once options and costs analysis presented 		Not started	Mike Ippen Director of Engineering and Public Works	Annie Berard
→ Reconstruct the dam at the No. 2 drinking water reservoir				On Track	Mike Ippen Director of Engineering and Public Works	-

Goal	...	2...	2...	2...	2...	2...	2...	2...	Comment	Task	Current Completion	Owner	Co-owners
→ Engagement with the K'omoks First Nation									NEW <ul style="list-style-type: none"> 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	Mike Ippen Director of Engineering and Public Works	Michelle Mason
→ Design and construction									NEW <p>No. 2 Dam – Design work continues with the plan is to report to council with a status update once design information is available. The project is still on track to be complete for Dec 31, 2027. Staff applied for another grant (award notifications not received to date) for \$2.7m to offset the expected budget overage.</p>		On Track	Mike Ippen Director of Engineering and Public Works	-
→ Protect the community water supply through the Perseverance Watershed Initiative											On Track	Kevin McPhedran Director of Community Services	Mike Ippen

Goal	...	2...	2...	2...	2...	2...	2...	Comment	Task	Current Completion	Owner	Co-owners
→ Watershed Science: collect and synthesize data to deepen understanding of watershed hydrologic function								NEW On track: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> Soils study to ground truth provincial soils data - previously scheduled for 2025, now scheduled for Q2/3 2026 		Behind	Kevin McPhedran Director of Community Services	-
→ 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	Kevin McPhedran Director of Community Services	-
→ Advocate province for funding for land protection from Watershed Security Strategy								NEW <ul style="list-style-type: none"> work continues with advocacy when opportunities are available while the Perseverance Watershed Initiative (PWI) work continues 		On Track	Michelle Mason Chief Administrative Officer	Mike Ippen Kevin McPhedran
→ 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	Kevin McPhedran Director of Community Services	-
Multi-Modal Transportation Management										On Track	Michelle Mason Chief Administrative Officer	-

Goal	... 2... 2... 2... 2... 2... 2... 2...	Comment	Task	Current Completion	Owner	Co-owners
 Pursue an active travel route to the City of Courtenay		NEW <ul style="list-style-type: none"> 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 	<div>On Track</div>	Mike Ippen Director of Engineering and Public Works	Courtney Simpson

COMMUNITY PLANNING

Goal	20... 2024 2025 2026 2027	Comment	Task	Current Completion	Owner	Co-owners
Ecologically, Socially, and Financially Sustainable Land Use Planning				On Track	Michelle Mason Chief Administrative Officer	-
→ Development and servicing strategy for Union Road lands		NEW Staff reviewing final deliverables of the REDIP grant from consultant.		On Track	Courtney Simpson Director of Development and Bylaw Services	Mike Ippen
→ Review land use regulations that are supportive of the Official Community Plan				On Track	Courtney Simpson Director of Development and Bylaw Services	-
→ 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 <input type="checkbox"/> Community Engagement <input checked="" type="checkbox"/>	On Track	Courtney Simpson Director of Development and Bylaw Services	-
→ Zoning Bylaw update to implement the Official Community Plan		NEW Public hearing held Dec 15, 2025. Bylaw to be presented for third reading Jan 2026 with recommendation for submission to the ministry.	Bylaw Development <input type="checkbox"/> Community Engagement <input checked="" type="checkbox"/>	Overdue	Courtney Simpson Director of Development and Bylaw Services	-

2025-2026 EMERGING ITEMS PLAN

COMMUNITY SERVICES

Goal	Comment	Task	Current Completion	Owner	Co-owners
Geothermal Energy-Lead by Accelerating Community Energy Transformation (ACET)											<div><div>NEW</div><div>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 and are currently coordinating a request from ACE-T to Council for grant funding in support of a preliminary Concept and Analysis for an Integrated Minewater Energy study for the Bevan area.</div></div>		<div>On Track</div>	Kevin McPhedran Director of Community Services	-

Goal		Comment	Task	Current Completion	Owner	Co-owners
Saito House Heritage Protection through land tenure and covenant	...	<p>NEW</p> <p>OCP land use designation and Zoning Bylaw changes are included in the latest draft of the OCP and Zoning Bylaw (both on track for adoption in Q1 2026); these changes support future options for improving heritage protection of the Saito House by enabling the owner of the house to have tenure over the land.</p> <p>A public communication for project was released in Q4 2025 and is available on Cumberland.ca</p> <p>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, and Development Permits required for subdivision; 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.</p>		Behind	Kevin McPhedran Director of Community Services	Courtney Simpson

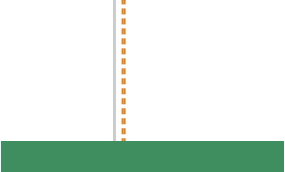

Goal	...	Comment	Task	Current Completion	Owner	Co-owners
Municipal Office Planning		<div>NEW</div> <p>Project scope (recreation centre and municipal office building renovations) and budget approved by Council in Q3 2025. Tendering scheduled for Q1 2026, construction to follow (likely Q2/3 2026).</p>		Overdue	Kevin McPhedran Director of Community Services	-
Japanese Canadian Legacies Project		<div>NEW</div> <p>Project now in final planning and detail design phase, scope as follows:</p> <ul style="list-style-type: none"> 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. <p>Project is a partnership with the Cumberland Museum and Archives, is funding by the Japanese Canadian Legacies Society, and is scheduled for completion at the end of 2026.</p> <p>Heritage Alteration Permit required for the Cemetery Fence replacement to be presented to Council at a Regular Meeting after being referred to the Heritage Committee.</p>		On Track	Kevin McPhedran Director of Community Services	Rachel Parker

Goal			Comment	Task	Current Completion	Owner	Co-owners
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	Kevin McPhedran Director of Community Services	-
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.) In Q4, staff secure the services of a landscape architect firm for final construction drawing development, project tendering and construction administration services, with the current goal of installing pocket park and boulevard landscapes before the end of 2026.		On Track	Kevin McPhedran Director of Community Services	-

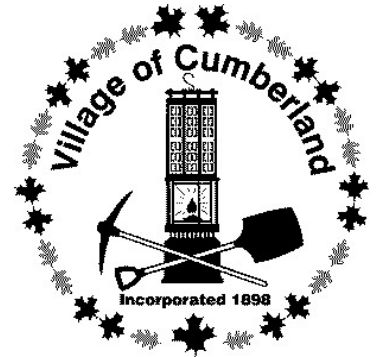
Goal			Comment	Task	Current Completion	Owner	Co-owners
Council Chambers Fire Recovery			<p>NEW</p> <p>Final scoping and engineering work was completed in Q4, and in December 2025, a construction tender was issued by the Village's insurance adjustor to secure construction services for the renovation and restoration of the building.</p> <p>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 Q2/3 2026.</p>		Overdue	Kevin McPhedran Director of Community Services	-
Recreation Gymnasium Hazardous Material Abatement			<p>NEW</p> <p>Hazardous abatement work (removal of chipping lead-based paints, an issue attributed to water damage from the leaking roof, and therefore funded by an insurance claim) completed in Q3 2025. Replacement of wall paneling and other final interior works are now being coordinated with the insurance adjustor for some time in 2026 (exact timeline remains TBD).</p>		On Track	Kevin McPhedran Director of Community Services	-
Regional Fields Service - application for funding in support of Village Park Field Operations			<p>NEW</p> <p>Research into eligibility and process to apply for CVRD field services operations funds planned for Q2/3 2026.</p>		On Track	Kevin McPhedran Director of Community Services	-

Goal	Comment	Task	Current Completion	Owner	Co-owners
Village Park Misting Station												<div>NEW</div> <div>Budget approved in 2026-2030 Financial Plan Bylaw for installation in Village Park in 2026.</div>		On Track	Kevin McPhedran Director of Community Services	-

ENGINEERING AND PUBLIC WORKS

Goal	... Q... Q... Q1... Q... Q... Q...	Comment	Task	Current Completion	Owner	Co-owners
Allen Reservoir Algal Bloom Analysis		NEW <ul style="list-style-type: none"> based on bathymetry study, Council approved the purchase of six portable aerators and increased water quality sampling for Allen Lake Dam to confirm aerator mitigation measures. 		On Track	Mike Ippen Director of Engineering and Public Works	-
Revisit Transportation Master Plan (TMP) for speed zones, arterial road design for multi-use and laneways		NEW <ul style="list-style-type: none"> Consultant led Council workshop expected to take place Feb or Mar 2026 		On Track	Michelle Mason Chief Administrative Officer	Mike Ippen

FINANCIAL PERFORMANCE QUARTERLY REPORT



MEETING DATE: January 26, 2026
REPORT PERIOD: October to December 2025
FROM: Annie Bérard-Ball, Director of Corporate Services / Chief Financial Officer

QUARTERLY SUMMARY

This report presents a financial update for Q4 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 December 31, 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 Q4, we can expect an approximate 95% use of the budget for operating expenses. Brief variance explanations are included for each statement. The surplus per financial plan includes interest revenues earned for all Village reserves and at this point budgets represent general, water and sewer funds only. This balance will change once all 2025 expenses, related funding and year-end entries are recorded. The statements will be adjusted and finalized through the year-end external audit process. Council will receive the 2025 audited financial statements in April or May of 2026 and a presentation will provide a comprehensive analysis of the Village's financial performance and position.

Attachment 1: Statement of Financial Position

Key variances are highlighted below:

Cash and equivalent:

- Lower due mainly to Village's contributions paid towards the WWTP project.

Accounts receivable:

- Higher due to ICIP grant final claim receivable from the Province and Federal for the WWTP project.

Accounts payables:

- Higher due to higher payables and holdback related to the WWPT project.

Deferred revenues:

- Higher due to DCCs collected during the year.

Debenture and long term-debt:

- Higher due to new short-term debt for the WWTP project.

Tangible Capital Assets:

- Higher due to 2025 capital spending for the WWTP.

Attachment 2: Statement of Operations and Accumulated Surplus

Key variances are highlighted below:

Revenues

- Transfer from other governments: lower than budget because of delay in major projects and associated grant funding (mostly WWTP Phase 2 and Dam #2).
- Other revenue: higher than budget mainly due to revenue from reserve fund interest not included in the budget.

Operating Expenses

- Not all expenses are included for 2025: some invoices, accruals and other year-end adjustments are still missing.
- Most of the 2025 special operating projects are in progress, however it is expected that some projects started or not will be carried forward for completion in the following year.

Attachment 3: Statement of Change in Net Financial Assets

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

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

This statement shows the Village currently has a financial plan surplus of just over \$850,000. It is expected the Village will be in a surplus position once all reconciliations and entries are completed.

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.

Here are the commitments made between \$50,000 and \$200,000 between October and December 2025 follows:

Vendor	Description	Commitment Date	Commitment Total
MNP LLP	External Audit Services 2025-2027, with possible 2-year extension (awarded following competitive procurement process)	October 3, 2025	\$96,000
ISL Engineering and Land Services Ltd.	2025 Roads and Utilities Package – Design and Construction (included under the approved 3-year Engineering general services contract)	November 5, 2025	\$158,448
ISL Engineering and Land Services Ltd.	No. 2 Dam Replacement Project (included under the approved 3-year Engineering general services contract)	November 16, 2025	\$105,277

Social Procurement

Each competitive procurement for services 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.

There was only one competitive procurement completed in last quarter of 2025: the Roads and Utilities Capital Works Tender. Nine bid responses were received and all, but one proponent were able to demonstrate they meet at least two of the goals outlined in the social procurement framework, while most were able to demonstrate more than two benefits.

The successful proponent's submission demonstrated the following social procurement goals were met:

- Contributing to a stronger local economy.
- Increasing the number of local jobs that support young working families.
- Providing financial or in-kind support to not-for-profit community organizations that provide community benefit to Cumberland residents or businesses.
- Pay at least the current living wage.
- Employ residents of the Village of Cumberland.
- Employ apprentices or trainees on the project.

ATTACHMENTS

- 1 - Statement of Financial and Municipal Position as at December 31, 2025;
- 2 - Statement of Operations and Accumulated Surplus as at December 31, 2025;
- 3 - Statement of Change in Net Financial Assets as at December 31, 2025; and
- 4 - Reconciliation of Financial Statement Surplus to Financial Plan Surplus as at December 31, 2025.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
Statement of Financial Position
Interim Statement as at
December 31, 2025
UNAUDITED

	2025 <i>(Note 1)</i>	<u>2024</u>
FINANCIAL ASSETS		
Cash, equivalents and investments	23,388,178	25,304,662
Property taxes receivable	367,727	356,237
Accounts receivable	2,160,386	2,015,473
	<u>25,916,291</u>	<u>27,676,372</u>
LIABILITIES		
Accounts payable and accrued liabilities	(3,021,573)	(2,223,230)
Asset retirement obligation liabilities	(297,097)	(297,097)
Service and other deposits	(1,179,190)	(1,122,347)
Deferred revenue	(5,209,779)	(4,696,735)
Debenture and long term-debt	(10,526,330)	(9,507,276)
	<u>(20,233,970)</u>	<u>(17,846,685)</u>
NET FINANCIAL ASSETS / (DEBT)	5,682,321	9,829,686
NON-FINANCIAL ASSETS		
Tangible Capital Assets	89,322,618	80,549,850
Inventories	171,055	173,718
Prepaid expenses	95,014	86,419
	<u>89,588,687</u>	<u>80,809,987</u>
ACCUMULATED SURPLUS	<u>\$ 95,271,008</u>	<u>\$ 90,639,673</u>
MUNICIPAL POSITION		
Operating funds	(2,807,281)	(2,368,793)
Statutory/Bylaw Authorized Reserves	(14,956,286)	(17,228,307)
Equity in capital assets	(77,507,441)	(71,042,573)
	<u>\$ (95,271,008)</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
December 31, 2025
Unaudited

	2025 Amended Financial Plan	Remove Amortization	2025 Adjusted Financial Plan	2025 Actual-YTD	% Use Of Financial Plan	Variance	2024 Actual	Comments
Revenue			(Note)	(Note)				**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	3,071,902	101%	(42,362)	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	597,328	115%	(79,268)	508,925	Bulk water (43k 2024 rate adj.) / 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	2,478,693	28%	6,486,027	3,518,298	Grants (variance due to timing of projects and carry forwards) / Host Amenity & Community Works Funds.
Other revenue	932,990	-	932,990	1,541,077	165%	(608,087)	1,955,047	Permits & Licensing / Donations / Interest (+511k) & Penalties / Proceed from sale of assets / Miscellaneous
Development cost charges	239,590	-	239,590	10,116	4%	229,474	458,394	
Contributed Assets	-	-	-	-	-	-	99,069	
	<u>19,963,690</u>	<u>-</u>	<u>19,963,690</u>	<u>13,994,803</u>	<u>70%</u>	<u>5,968,888</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	1,282,016	85%	228,184	1,238,990	Some admin costs less than expected at this point
Transportation services	2,195,400	(778,200)	1,417,200	1,392,058	98%	25,142	2,129,698	
Protective services	1,123,850	(239,700)	884,150	859,632	97%	24,518	1,123,207	Fire protection paid Dec every year
Environmental health services	3,950,400	(599,120)	3,351,280	2,776,760	83%	574,520	3,011,718	Variance mostly due to delay in projects
Cemetery Services	40,750	(3,100)	37,650	28,206	75%	9,444	29,219	PW cemetery maintenance less than expected
Planning, development & environment	1,197,050	-	1,197,050	1,192,322	100%	4,728	885,531	
Recreation services	1,094,900	(30,200)	1,064,700	1,084,614	102%	(19,914)	999,956	Offset by greater recreation revenues
Cultural and community events	169,850	-	169,850	168,594	99%	1,256	163,335	Majority of community grants now distributed
Parks Services	886,930	(95,000)	791,930	579,266	73%	212,664	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>9,363,466</u>	<u>90%</u>	<u>1,060,543</u>	<u>10,284,571</u>	
Annual Surplus	7,760,160	1,779,520	9,539,680	4,631,337		4,908,345	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>\$ 95,271,008</u>	<u>95%</u>	<u>\$ 4,908,345</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
December 31, 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	4,631,337	49%	4,908,345	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	-	-	-	(8,595)		8,595	(17,957)
Gain on sale of tangible capital assets	-	-	-	-		-	85,350
Acquisition of tangible capital assets	(19,301,440)	-	(19,301,440)	(8,772,768)	45%	(10,528,672)	(6,673,005)
Change in Net Financial Assets / (Debt)	(9,761,760)	-	(9,761,760)	(4,147,365)	42%	(5,614,395)	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	\$ 5,682,321	8365%	\$ (5,614,395)	\$ 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
December 31, 2025
Unaudited

	2025 Approved Financial Plan	Remove Amortization	2025 Adjusted Financial Plan	2025 Actual-YTD	% Use Of Financial Plan	Variance	2024 Actual	Comments
Annual Surplus	7,760,160	1,779,520	9,539,680	4,631,337	49%	4,908,343	4,906,528	
Adjustments as per Financial Plan								
Acquisition of tangible capital assets	(19,301,440)	-	(19,301,440)	(8,772,768)	45%	(10,528,672)	(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	2,822,848	60%	1,869,442	1,577,214	Delay in projects (WWTP, Dam#2)
Principal payments on debt	(523,060)	-	(523,060)	(514,947)	98%	(8,113)	(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>(1,833,531)</u>	<u>33%</u>	<u>(3,759,000)</u>	<u>1,323,821</u>	
Transfer (To) / From Reserves								
To reserves	(2,909,970)	-	(2,909,970)	(2,995,164)	103%	85,194	(4,973,201)	
From reserves	8,502,500	-	8,502,500	5,680,921	67%	2,821,579	5,146,748	Delay in projects
Transfer (To) / From Reserves	<u>5,592,530</u>	<u>-</u>	<u>5,592,530</u>	<u>2,685,757</u>	<u>48%</u>	<u>2,906,773</u>	<u>173,547</u>	
Surplus / (Deficit) Per Financial Plan	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 852,227</u>		<u>\$ (852,227)</u>	<u>\$ 1,497,369</u>	

Note:

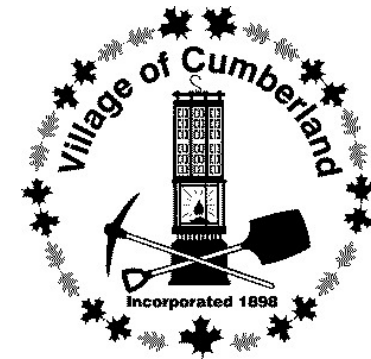
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PROTECTIVE SERVICES QUARTERLY REPORT

MEETING DATE: January 26, 2026

REPORT PERIOD: October to December, 2025

FROM Mike Williamson, Fire Chief / Manager of Protective Services



Fire Rescue Service Quarterly Summary

The Fourth quarter of 2025 went great with 86 responses totaling 374-year-to-date responses. We had one Structure fire this quarter which was minor in nature.

Again, we continued the year working very hard on training and our training facility and we have added another room and have done a lot of welding for 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 will be adding a vehicle simulator to the deck. We have maintained 7new recruits training this year and they are at Exterior level and will be moving to interior level 1001 this year completed. January 2027 will start new class of recruits. We have had three 1001 qualified members resign. We currently have 29 members in department, 22 of whom are fully trained 1001 full service. Medical responses are more frequent, 44 this quarter these responses are getting longer in duration due to Ambulance delays. We had 0 trail and water rescues this quarter and 11 MVI motor vehicle accidents. The good thing is our Fire related duties are just 31 responses, and most of these were minor in nature. Only one structure fire is awesome. We did attend to 0 wildfire responses. The new rescue 4 vehicle will be at the fire hall on January 26, 2026, and will take a week or so the transfer equipment and do some testing. The new rescue vehicle will be capable of fire suppression and rescue, and medical responses.

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. But the Fire Hall is doing well and operating well.

The boat is out of the water and at the firehall for winter months.

We have completed 30 annual fire inspections throughout the community's businesses and 2 new business licenses.

We had 5 tours of the hall in the past 3 months. We hosted 65 Grade 3 students for half day training with the Fire safety house in November. Volunteer members came to help us during the evening 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. Also, the RCMP dispatch will be doing some training at the firehall.

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	2	7	6	49
Rescue	0	1	3	1	0	1	2	2	0	0	0	0	10
First Responder	16	17	25	16	18	12	16	19	8	14	15	15	191
MV Incident	3	4	3	1	0	1	4	5	3	4	5	2	35
Duty Officer	6	3	2	6	11	12	13	7	13	4	5	7	89
Total Monthly	31	27	35	27	33	28	39	40	28	24	32	30	374

Membership Status

Chief Officer	2
Regular Members	22
Junior Members	0
Probationary Members	7
Pending Applications	12



Comox Valley RCMP Detachment

QUARTERLY REPORT

VILLAGE OF CUMBERLAND

October 1, 2025 – December 31, 2025

Comox Valley RCMP Detachment Quarterly Report

October 1, 2025 to December 31, 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 2025, there was a 7 percent (55 file) increase in Calls for Service in Cumberland compared to the 2024.

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	78	72	53	894

Most Common Call Types

In 2025, the most common Calls for Service in Cumberland were for Traffic Incident, Check Wellbeing, and Mischief. Compared to 2024, there were notable increases in Calls for Service for Traffic Incidents, Mischief, and Alarms. The location with the most alarms was the Gas n Go at 4690 Cumberland Rd, Cumberland. There were 6 break and enters reported at this business in 2025.

	Final File Type	Year					% Change from 2024	Difference from 2024
		2021	2022	2023	2024	2025		
1	TRAFFIC INCIDENT	68	48	50	58	87	50%	29
2	CHECK WELLBEING	42	46	55	62	73	18%	11
3	MISCHIEF	32	36	38	35	63	80%	28
4	ALARM	15	36	32	36	58	61%	22
5	SUSPICIOUS CIRCUMSTANCES	32	34	28	47	51	9%	4
6	PROPERTY	62	45	34	41	50	22%	9

7	DISTURBANCE	25	38	47	59	47	-20%	-12
8	HARASSMENT	16	19	17	29	31	7%	2
9	ABANDONED 911	31	30	28	21	25	19%	4
10	THEFT	22	30	41	55	23	-58%	-32
10	ASSIST GENERAL PUBLIC	29	26	22	23	23	0%	0

Most Common Call Locations

In 2025, the location in Cumberland with the most Calls for Service was the Gas n Go at 4690 Cumberland Rd, Cumberland.

	Location	Year					% Change from 2024	Difference from 2024
		2021	2022	2023	2024	2025		
1	Gas N Go	10	20	11	13	25	92%	12
2	Private Residence	21	12	7	12	22	83%	10
3	Private Residence	1	0	0	4	21	425%	17
4	Cumberland Campground	18	13	8	8	16	100%	8
5	Waverly Hotel	12	17	20	27	16	-41%	-11

Violent Crime

In 2025, there was a 6-file decrease in Violent Crime files relative to 2024.

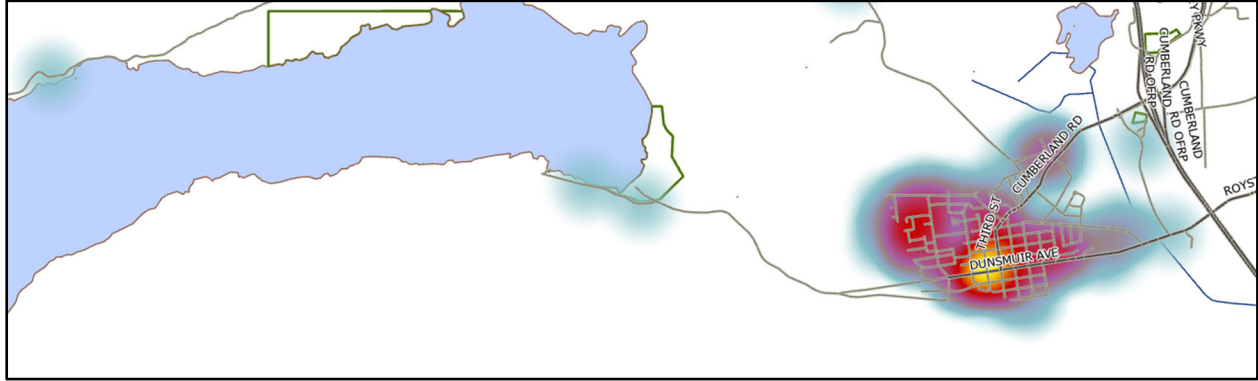
Types of Violent Crime

In 2025, the most common type of Violent Crime file reported in Cumberland was Assaults.

File Type	Year					% Change from 2024	Difference from 2024
	2021	2022	2023	2024	2025		
ASSAULTS	22	20	32	25	31	24%	6
HARASSMENT	17	14	12	20	20	0%	0
UTTER THREATS	11	10	5	19	9	-53%	-10
SEX OFFENCES	6	7	4	6	6	0%	0
EXTORTION	0	2	4	4	3	-25%	-1
ROBBERY	2	0	0	3	2	-33%	-1
KIDNAPPING	1	0	0	0	1		1
WEAPONS OFFENCES	0	0	0	1	0	-100%	-1
Grand Total	59	53	57	78	72	-8%	-6

Map of Violent Crime in Cumberland

In 2025, there was a hotspot for Violent Crime in Cumberland on Dunsmuir Avenue between Egremont Road and Third Street.



Property Crime

In 2025, there was a 19 percent (28 file) increase in Property Crime files relative to 2024.

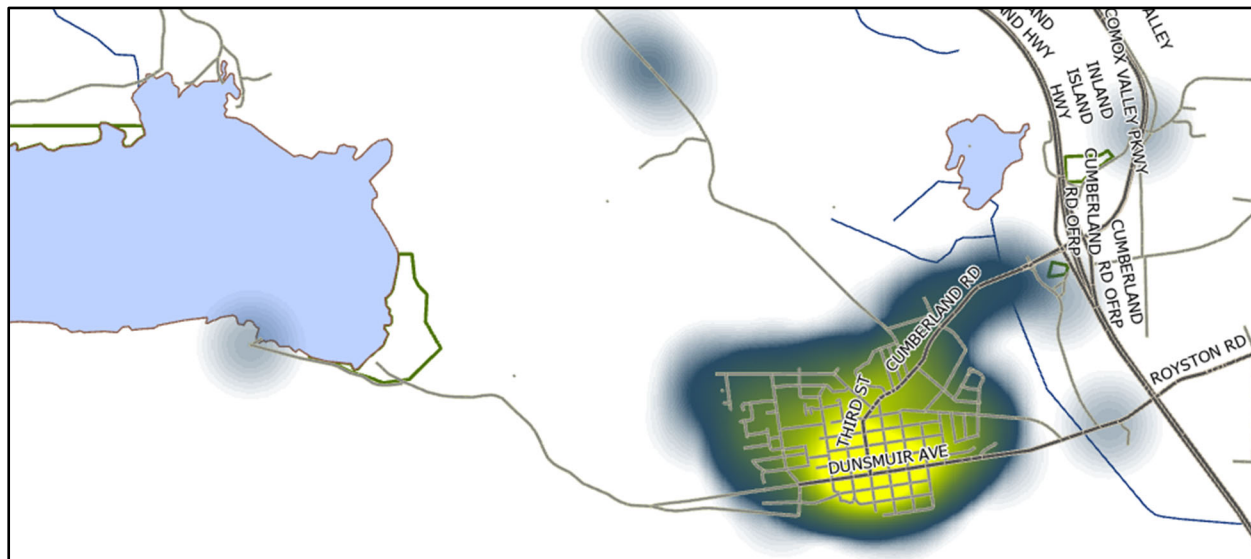
Types of Property Crime

In 2025, 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 2024.

File Type	Year					% Change from 2024	Difference from 2024
	2021	2022	2023	2024	2025		
MISCHIEF TO PROPERTY	40	48	49	44	105	139%	61
FRAUDS	20	12	15	10	15	50%	5
BREAK & ENTER - BUS	2	3	3	10	14	40%	4
OTHER THEFT U/5000	8	12	14	26	11	-58%	-15
THEFT FROM VEHICLE	14	21	17	24	7	-71%	-17
BIKE THEFT	2	1	4	6	5	-17%	-1
AUTO THEFT	5	9	7	5	5	0%	0
SHOPLIFTING	2	2	3	7	4	-43%	-3
OTHER THEFT O/5000	1	1	1	0	3		3
BREAK & ENTER - RES	3	1	10	8	3	-63%	-5
BREAK & ENTER - OTH	6	1	3	5	2	-60%	-3
OTHER GO	0	1	3	2	1	-50%	-1
ARSON	1	0	2	0	1		1
POSSESS STOLEN PROPERTY	0	1	0	2	1	-50%	-1
Grand Total	104	113	131	149	177	19%	28

Map of Property Crime in Cumberland

In 2025, there was a hotspot for Property Crime along Dunsmuir Avenue between Egremont Road and Fifth Street.



UNCLASSIFIED

Canada Shipping Act Files

In 2025, the Comox Valley RCMP checked 4 vessels on Comox Lake for compliance with Canada Shipping Act regulations.

File Type	Year					% Change from 2024	Difference from 2024
	2021	2022	2023	2024	2025		
CSA-SMALL VESSEL REGS (PREVENTION)	0	0	0	0	2		2
CANADA SHIPPING ACT (INFORMATION)	0	0	0	0	1		1
CSA-SMALL VESSEL REGS	0	4	4	3	1	-67%	-2
CANADA SHIPPING ACT (CSA)	4	0	0	0	0		0
Grand Total	4	4	4	3	4	33%	1

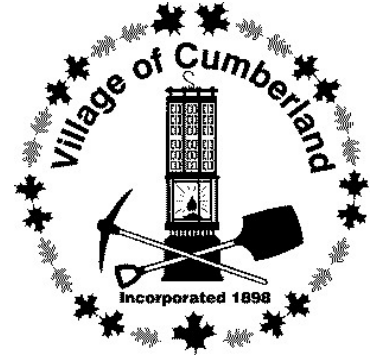
Open Areas, Parks, and Bodies of Water

In 2025, there 7 Open Areas, Parks, and Bodies of Water that were linked to more than 1 file. Compared to 2024, there was a notable increase in files a Cumberland Campground in 2025. None of the files at Cumberland Campground in 2025 were Violent Offences.

	Place Name	Year					% Change from 2024	Difference from 2024
		2021	2022	2023	2024	2025		
1	Cumberland Campground	9	8	5	5	15	200%	10
2	Cumberland Village Park	2	5	6	5	7	40%	2
3	Comox Lake	3	0	0	3	4	33%	1
4	Cumberland Recreation Centre	0	0	1	0	3		3
5	Comox Lake Rd / Boat Ramp	3	2	0	3	3	0%	0
6	Comox Lake, Unknown Location	5	8	6	5	3	-40%	-2
7	Cumberland, Unknown Location	2	5	5	7	2	-71%	-5

UNCLASSIFIED

DEVELOPMENT SERVICES QUARTERLY REPORT



MEETING DATE: January 26, 2026
REPORT PERIOD: October to December 2025
FROM: Courtney Simpson, Director of Development and Bylaw Services

QUARTERLY SUMMARY

This report provides a status update of planning and subdivision applications. In the fourth quarter, the following new applications were received: 1 heritage alteration permit, 3 development variance permits, 1 development permit and 1 subdivision.

As of the end of the fourth quarter of 2025, there are 17 active development applications. There are also 13 active subdivisions; 6 are in the application stage, and 7 are in the maintenance period.

DEVELOPMENT APPLICATIONS - QUARTER 4, 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 starting in 2025.

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	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	2 nd Reading	HORBURY ROAD (COMOX LAKE)	OCP and Zoning Amendment for Comox Lake Land Corporation	Bylaw received first reading on October 6, 2025. Working on agreements to secure conditions of rezoning.	N
HAP2505	In Review	UNION ROAD	Replacement of fence around Japanese Cemetery	Preparing report to Council	N
HAP2502	In Review	2687 PENRITH AVENUE	Installation of fence	Referred to Heritage Committee Dec 2026.	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
DVP2514	Received by Village	null	Variance to lot dimensions for proposed Lots 10, 11 and 12 of Bevan Rd Industrial subdivision (2024-01-SV).	Under review by staff	N
DVP2513	Received by Village	3384 MILL STREET	Variance to fence height in front yard	Under review by staff	TBD
DVP2512	In Review	3025-3 ROYSTON ROAD	Setback variance for accessibility ramp	Under review by staff	Y
DVP2507	Received by Village	2513 DUNSMUIR AVENUE	DVP for front setback	On hold by applicant till 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
DP2504	In review	2787 BECK AVENUE	DPA 1 - Environmental Protection for future subdivision.	Under review by staff	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	Comprehensive letter sent	N
BOV2501	Approved	2100 HORBURY ROAD	Addition to existing non-conforming structure (Cabin 5)	Approved December 17, 2025	N

SUBDIVISION APPLICATIONS AND MAINTENANCE PERIODS - QUARTER 4, 2025

File number	Address	Street Name	Purpose	Status	Recent Activity
SV2505	2601	Derwent Avenue	Two lot residential subdivision	PLR	PLR issued Dec 22, 2025
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	PLR	PLR issued Dec 9, 2025
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
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 now being done by the Village

PERMITS, LICENSING AND BYLAW QUARTERLY REPORT



MEETING DATE: January 26, 2026
REPORT PERIOD: October to December 2025
FROM: Chris Baker, Manager of Permits, Licensing and Bylaw

QUARTERLY SUMMARY

Q4 of 2025 for the Permits, Licensing and Bylaw Department has seen the team continue to improve the processes that deliver services to the community.

The Business Licensing and Regulation Bylaw was adopted in Q4. Changes to administrative processes were required to adjust to the new Bylaw.

After joining the Village in 2025 the team looks forward to new challenges in 2026.

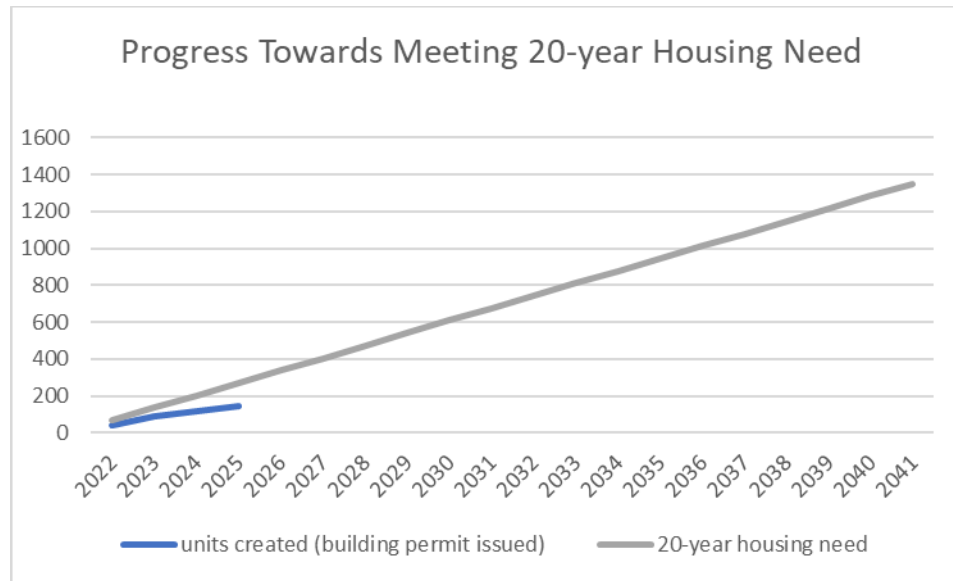
During the last quarter of 2025 we received 9 business licence applications, issued 6 building permits and received 100 calls for service to the bylaw team.

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	1	1	1	3	26
Secondary Suite Conversions	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1
Duplex (includes SFD with Suite)	0	0	0	0	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	0	0	0	0	19
Accessory Dwelling Units	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1
Residential Accessory	0	1	1	2	0	0	0	0	1	0	0	1	0	0	0	0	3
Multi-Family	0	0	0	0	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	0	0	0	0
Commercial	0	1	0	1	0	0	0	0	0	1	1	2	1	0	0	1	4
Institutional	0	1	0	1	0	0	1	1	0	4	0	4	0	0	0	0	6
Demolition	0	0	0	0	0	0	1	1	0	0	0	0	0	1	0	1	2
Total	7	5	9	21	7	7	8	22	4	6	3	13	3	2	1	6	62
Dwelling Units Created	5	2	7	14	0	6	3	9	1	0	0	1	2	1	0	4	28

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 graph below shows that to Q4 2025, building permits have been issued for a cumulative total of 142 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

Nine applications were received in the last quarter of 2025, six of the nine have since been approved. Two of the applications received in December are in process. Approval times ranged this quarter from 7 to 48 days for comparison in Q3 the range was between 28 and 79 days.

Business license applications received in the 4th Quarter:

Oct: 6
Nov: 0
Dec: 3

Bylaw: Calls for Service

Bylaw received 100 calls during the final quarter of 2025. Slightly fewer than the 116 calls received during Q3.

The leading categories of calls for service were parking and animal control. Reports of camping on public property and issues related to individuals experiencing homelessness have occupied bylaw staff time this quarter. The bylaw team has continued to develop connections with the network for social services providers working in the Comox Valley. The team works to resolve bylaw concerns that coincide with addiction and housing issues by connecting individuals with service providers better positioned to offer solutions.

	Q4	Oct	Nov	Dec	Total
Encampments		3	3	4	10
Other		2	4	1	7
Animal		5	8	4	17
Parking		9	22	9	40
Unsightly		1	1	1	3
Illegal Dumping		2	1	1	4
Unauthorised Business		2	0	0	2
Tree		2	1	1	4
Referral Planning		2	1	1	4
Curb Garbage		1	0	1	2
Noise		1	2	1	4
Boul. Maintenance		0	1	2	3
TOTAL		30	44	26	100

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
	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	Complete
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.	DBS	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
23-176	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.	DBS	In Progress
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

24-043	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 Complete
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
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).	DBS	In progress

25-063	2025-03-24	<p>THAT Council approve the increase to expenditure of up to \$39,000 for increased scope in the Zoning Bylaw Review Project with</p> <ul style="list-style-type: none"> ·\$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. <p>THAT Council approve the reallocation of \$60,000 in funds from Growing Communities Fund to Community Works Fund reserve for the Zoning Bylaw review.</p> <p>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.</p>	DBS CS	Complete
25-074	2025-04-07	<p>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,</p> <p>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.</p>	PS CS	Complete
25-099	2025-05-12	<p>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;</p> <p>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;</p> <p>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</p> <p>THAT Council direct staff to bring forward an amendment to the adopted 2025-2029 Financial Plan Bylaw to reflect these allocations.</p>	PR CS	Complete Complete
COTW	2025-05-26	<p>THAT the Committee identify the preferred Amenity Cost Charge rate option and related project list as recreation centre and daycare; and</p> <p>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.</p>	DBS	In progress
25-112	2025-05-26	<p>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.</p>	PS CS	Complete

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	Complete
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 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	Complete
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	Complete 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 Complete
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 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	Complete Complete
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	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.	DBS	Complete
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	Complete
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).	DBS	Complete
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

25-195	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.	DBS	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.	DBS	Complete
25-207	2025-10-27	THAT Council write a letter of support for K'ómoks First Nation Treaty.	CS	Complete
25-208	2025-10-27	THAT in response to the September 15 2025 Cumberland Rotary Centennial delegation regarding Rotary Orchard Park improvements, Council direct staff to report back to Council with more information on the proposed scope of works, Village responsibilities, and other information to inform next steps.	PR	In progress
25-209	2025-10-27	THAT Council appoint acting mayors for the time periods below: ·November 2025 to January 2026: Councillor Borecky ·February to April 2026: Councillor Sullivan ·May to July 2026: Councillor Ward ·August to October 2026: Councillor Therrien	CS	Complete
25-214	2025-11-10	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".	CS	In progress
25-215	2025-11-10	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.	PR	In progress
25-216	2025-11-10	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.	EPW	In progress
25-217	2025-11-10	THAT Council appoint Councillor Ward as trustee and Councillor Borecky as alternate trustee to the Vancouver Island Regional Library Board for 2026.	CS	Complete
25-218	2025-11-10	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.	DBS	Complete

25-219	2025-11-10	<p>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</p> <p>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.</p>	PR CS	In progress Complete
25-220	2025-11-10	<p>THAT Council make a one-time reduction of \$170,000 annually beginning in 2026 to the Emergency and Public Safety Reserve.</p> <p>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.</p> <p>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.</p> <p>THAT Council move the \$25,000 Box Grader Attachment for Skid Steer from 2027 to 2026.</p> <p>THAT Council add \$25,000, to be funded through the General Financial Stabilization reserve, for scoping the financial system replacement requirements.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	CS	Complete
25-221	2025-11-10	THAT Council approve the 2026 Council meeting calendar and that Council direct staff to give public notice of the calendar.	CS	Complete

25-224	2025-11-10	<p>That Council amend the Official Community Plan Bylaw No. 1230, 2025 by replacing section 3.0 in its entirety with the following:</p> <p>Vision Statement</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Cumberland honours its relationships with First Nations, advancing reconciliation through respect, shared learning, and stewardship of the land.</p> <p>As a climate-conscious community, we lead with courage and practicality—reducing emissions, conserving resources, and building infrastructure prepared for a changing climate.</p> <p>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.</p>	DBS	Complete
25-225	2025-11-10	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.	DBS	Complete
25-226	2025-11-10	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.	DBS	Complete
25-227	2025-11-10	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.	DBS	Complete

25-228	2025-11-10	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.	DBS	Complete
25-230	2025-11-10	THAT Council direct staff to schedule a public hearing for Official Community Plan Bylaw No. 1230; and THAT Council confirm that is has considered the Official Community Plan Bylaw 1230 in conjunction with its Financial Plan and Liquid Waste Management Plan.	DBS	Complete
25-232	2025-11-10	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.	DBS	In progress
25-233	2025-11-10	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.	DBS	In progress
25-240	2025-11-24	THAT Council approve a First Amendment, dated November 10, 2025, to the 2024-27 Community Services Partnership Agreement between the Village of Cumberland and the Cumberland Community Schools Society as attached to this report; and THAT Council authorize the Chief Administrative Officer and Mayor to execute the amendment.	PR	Complete
25-241	2025-11-24	THAT Council indicates its support for the proposed activities outlined in the application for funding of \$2,700,000 from the Strategic Priorities Fund under the Canada Community Building Fund in British Columbia for the No. 2 Dam Replacement Project; and, THAT Council indicates its willingness to provide overall grant management for the funding received through the Strategic Priorities Fund under the Canada Community Building Fund in British Columbia; and, THAT Council indicates its support for any cost overruns associated with the No. 2 Dam Replacement Project beyond the amounts approved under the funding program.	EPW	Complete
25-242	2025-11-24	THAT Council approve the short-term borrowing from the Municipal Finance Authority through the Equipment Financing Program for an amount of \$80,000 for the purchase of a tractor for a five year term that must be repaid in five years.	CS	Complete

25-246	2025-11-24	<p>THAT Council amend Zoning Bylaw No. 1238, 2025 in Part 12 “Industry Zones”, table 12.2(1) “Permitted Uses”, by adding “Wholesale Services” as a secondary use to the I-2 zone by adding “S” to the I-2 column for the “Wholesale Services” row;</p> <p>THAT Council amend Zoning Bylaw No. 1238, 2025 in Schedule A Zoning Map, by changing the zoning of the following lots from “Service Industry I-1” to “Industry I-2”:</p> <ul style="list-style-type: none"> ·4634 Cumberland Road legally described as LOT 2 SECTION 25 TOWNSHIP 10 COMOX DISTRICT PLAN 35738; and ·4624 Cumberland Road legally described as LOT 3, SECTION 25, TOWNSHIP 10, COMOX DISTRICT, PLAN 35738;and <p>THAT Council give second reading to Zoning Bylaw No. 1238, 2025 as amended by this motion and the motions to amend the bylaw adopted on November 10, 2025.</p>	DBS CS	In progress
25-253	2025-12-08	THAT Council provide a one time grant to the Comox Valley Farmers Market Association of \$600 in support of 2026 Cumberland market expenses, to be funded through the Host Community Amenity Reserve, and THAT Council direct staff to bring forward an amendment to the adopted 2026 to 2030 Financial Plan Bylaw to reflect this expenditure.	PR	In progress
25-254	2025-12-08	THAT Council direct staff to continue planning the 2026 Roads and Utilities Capital Works Projects to include Penrith Avenue from First Street to Fourth Street redesign as set out in the Penrith Avenue Improvements Project Drawing, November 2025.	EPW	In progress
25-257	2025-12-08	THAT Council approve an up to twelve-week extension to the Cumberland Lake Park Operating Season; and, THAT Council direct staff to draft an amendment agreement to the existing Cumberland Lake Park Operating Agreement with Lake Park Society to formalize approval; and, THAT Council authorize the Mayor and Chief Administrative Officer to execute the amendment.	PR	In progress
26-003	2026-01-12	THAT Council direct staff to provide a letter of support for the DIG FM Radio application to operate a community radio station to the Canadian Radio-television and Telecommunications Commission (CRTC).	CS	Complete
26-004	2026-01-12	THAT Council consent to the adoption of the Comox Valley Regional District Bylaw No. 900 being “Comox Valley Economic Development Service Conversion Bylaw No. 345, 2016, Amendment No. 4” under section 346 of the Local Government Act.	CS	Complete
26-005	2026-01-12	THAT Council direct staff to write a letter of support for the Comox Valley Airport Commission funding application to BC Air Access Program (BCAAP) for the acquisition of battery electric aircraft pushback tractors.	CS	Complete
26-006	2026-01-12	THAT Council promote the Wounded Warriors Run BC 2026 through Village social media.	CS	In progress
26-007	2026-01-12	<p>THAT Council direct staff to proceed with rezoning application OCP-RZ2501 (Lot A- Maple Street) to facilitate a proposed apartment and townhouse development.</p> <p>THAT Council refer the rezoning application OCP-RZ2501 (Lot A- Maple Street) to the Homelessness and Housing Committee as required.</p>	DBS	In progress

26-008	2026-01-12	<p>THAT Council add the following, each documented with a Statement of Significance, to the Community Heritage Register:</p> <ul style="list-style-type: none"> ·the Abbey Studio: 2687 Penrith Avenue, ·the Cumberland Electrical Light and Co. Hydro Plant Remnants: 49.61140° N, 125.05434° W (Cumberland Community Forest Park), ·the Marocchi Building: 3276 Second Street, and ·the Tarbell Building: 2705 Dunsmuir Avenue; and <p>THAT staff submit all the required documentation to the BC Heritage Branch.</p>	DBS	In progress
26-009	2026-01-12	<p>THAT Council refer the Japanese Canadian Legacy Project No. 1 Japanese Town Shelter concepts to the Heritage Committee for feedback; and,</p> <p>THAT Council receive this report for information as an update on the Japanese Canadian Legacy Project, including the scopes for the Nikkei No Haka Japanese Cemetery, No. 1 Japanese Town in Coal Creek Historic Park, and Nikkei Park.</p>	PR	Complete
26-010	2026-01-12	THAT Council refer the heritage alteration permit (HAP2505) application for the property described as Lot E Section 25, Township 10 Comox District Plan VIP65968, Except Part in Plan VIP67631 (Nikkei No Haka Japanese Cemetery) to the Heritage Committee.	DBS	Complete
26-011	2026-01-12	THAT Council submit the resolution Provincial Funding and Development of Inter-Community Active Transportation Corridors as drafted to the Association of Vancouver Island and Coastal Communities convention.	CS	In progress
26-012	2026-01-12	<p>THAT Council support the following regional applications to the Union of BC Municipalities Community Emergency Preparedness Fund to be submitted for the:</p> <ul style="list-style-type: none"> ·2025 Emergency Support Services Equipment and Training stream in the amount of up to \$150,000; ·2026 Emergency Operations Centre Training and Equipment stream in the amount of up to \$150,000; ·2026 Public Notification and Evacuation Planning stream in the amount of up to \$200,000; and ·2026 Indigenous Cultural Safety and Humility stream in the amount of up to \$150,000; and, <p>THAT Council support the primary applicant, the Comox Valley Regional District, to apply for, receive, and manage the grant funding for each successful grant in the Community Emergency Preparedness Fund stream on behalf of K'ómoks First Nation, City of Courtenay, Village of Cumberland, and the Town of Comox.</p>	PS CS	In progress