The Corporation of the Village of Cumberland
Regular Council Meeting Agenda

Monday, November 23, 2026, 5:30 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

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Pages

1. Call To Order

2. Agenda

2.1 Agenda for Regular Council Meeting, November 23, 2026

Recommendation:
THAT Council approve the agenda for the November 23, 2026 Regular Council Meeting.

3. Minutes

3.1 Adoption of Minutes 5

Recommendation:
THAT Council adopt the following minutes:

- Inaugural Council Meeting, November 2, 2026
- Regular Council Meeting, November 9, 2026.

4. Delegations

4.1 Comox Valley Substance Use Strategy 15
Presenter Paul Sture, He/Him Chair: Indigenous Women's Sharing Society (I.W.S.S)

Recommendation:
THAT Council receive the Comox Valley Substance Use Strategy delegation for information.

5. Correspondence

5.1 Comox Valley Airport Commission Request for Support 21

Recommendation:
THAT Council receive the correspondence from the Comox Valley Airport Commission regarding the request for support for the Solar Expansion Project.

6. Unfinished Business

7. Reports

7.1 Update on Automated Solid Waste Collection 26
Prepared by Rosalie Woods, Project Manager

Recommendation:
THAT Council endorse the communications and engagement strategy for the automated solid waste cart collection project as outlined in this report; AND

THAT Council support including only residential properties in the automated cart collection service scheduled to begin in summer 2027; AND

THAT Council direct staff to consult commercial businesses and multifamily residential properties, assess future collection options, and return with recommendations before any changes to those existing collection services are implemented.

7.2 Residential Rental of 3273 First Street and Residential Rental Policy 34
Prepared by Ryan Parton, Manager of Recreation & Culture

Recommendation:
THAT Council direct staff to retain a professional property management firm to advise on and lead the residential rental of 3273 First Street, including recommended tenancy terms, market rental rate, tenant selection, lease administration, inspections, maintenance coordination and other rental operations;

THAT Council authorize a budget of up to $24,000, funded from the municipal facility asset reserve, for the life-safety improvements to the electrical system, balcony, chimney and front entry railing and stairs, with further building improvements to be brought forward through future budget processes for an estimated $4500 per year for 2027 to 2029; and THAT Council direct staff to bring forward an amendment to the adopted 2026-2030 Financial Plan Bylaw to reflect those expenditures.

THAT Council approve the Amended Village Owned Residential Rental Properties policy as presented.

7.3 Rural Cumberland Fire Protection Agreement Proposed Extension 44
Prepared by Stéphane Dionne, Acting Fire Chief

Recommendation:
THAT Council enter into an agreement with the Comox Valley Regional District to provide fire protection services to the Rural Cumberland Fire Protection Service Area for a two-year term commencing January 1, 2027; and authorize the Mayor and Chief Administrative Officer to execute the agreement.

7.4 Structure Protection Unit (SPU) Wildland trailer Inventory 56
Prepared by Stephane Dionne, Acting Fire Chief

Recommendation:
THAT Council refer budget information for the Cumberland Structure Protection Unit trailer to meet the provincial standards to the 2027-2031 financial planning process.

7.5 Council Member Appointments to Community Organizations 66
Prepared by Rachel Parker, Corporate Officer

Recommendation:
THAT Council consider Council member appointments to the:

- Comox Valley Coalition to End Homelessness
- Comox Valley Early Years Collaborative
- Comox Valley Healthy Aging Community Collaborative
- Comox Valley Regional Food Policy Council
- Comox Valley Social Planning Society
- Comox Valley Substance Use Strategy
- Welcoming Communities Coalition

8. Bylaws

8.1 2027 Utility Rates and Frontage Tax Amendment Bylaws 75
Prepared by Annie Bérard-Ball, Director of Corporate Services

Recommendation:
THAT Council give first, second and third reading of the:

a. Solid Waste Collection Fees Amendment Bylaw No. 1275, 2026;

b. Water Rates Amendment Bylaw No. 1276, 2026;

c. Sanitary Sewer Rates Amendment Bylaw No. 1277, 2026;

d. Water Service Frontage Tax Amendment Bylaw No. 1278, 2026;

e. Sewer Service Frontage Tax Amendment Bylaw No. 1279, 2026;

f. Storm Water Service Frontage Tax Amendment Bylaw No. 1280, 2026; and

THAT Council direct Staff to prepare a parcel tax bylaw, levied as a single amount per parcel, to fund 50% of the wastewater capital upgrades debt repayment cost, for consideration and implementation in 2027.

9. New Business

10. Notices, Motions and Announcements

Matters considered here may include notices or motions to hold a meeting of the Committee of the Whole, a Village Hall meeting, a Public Hearing, and noticed of motion introduced by a Council Member. Check cumberland.ca/meetings to confirm meetings.

11. 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.

12. Adjournment

The Corporation of the Village of Cumberland

Regular Council Meeting Minutes

November 2, 2026, 5:30 p.m.
Cultural Centre
2674 Dunsmuir Avenue

Council Present:	Mayor Vickey Brown Councillor Ellian Bell Councillor Sean Sullivan Councillor Troy Therrien Councillor Nick Ward
Staff Present:	Michelle Mason, Chief Administrative Officer Courtney Simpson, Director of Development and Bylaw Services David Dougherty, Director of Engineering & Public Works Annie Berard, Director of Corporate Services Rachel Parker, Corporate Officer

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1. Call To Order by Chief Administrative Officer

Chief Administrative Officer Michelle Mason called the meeting to order at 5:30 p.m. and recognized the unceded traditional territory of the K'ómoks First Nation and offered gratitude for the care and stewardship of this land since time immemorial.

2. Elder Welcome

Elder Donna Mitchell welcomed all to the unceded traditional territory of the K'ómoks First Nation, noted that good leadership doesn't come by very often, and invited all to enjoy the meeting and to learn.

3. Oaths of Office

3.1 Oaths of Office Administered by Ben Kingstone, Lawyer, Swift Datoo, Commissioner for Taking Oaths for British Columbia for

Mayor Vickey Brown
Councillor Ellian Bell
Councillor Sean Sullivan
Councillor Troy Therrien
Councillor Nick Ward

4. Approval of Agenda

Moved by: Bell
Seconded by: Ward

THAT Council approve the agenda for the Inaugural Meeting, November 2, 2026.

Carried Unanimously

5. Code of Responsible Conduct

Moved by: Therrien
Seconded by: Ward

THAT Council receive the Code of Responsible Conduct for information.

Carried Unanimously

6. Acting Mayors

Moved by: Therrien
Seconded by: Sullivan

THAT Council designate acting mayors for the time periods below:

November 2026 to January 2027: Ward
February to April 2027: Bell
May to July 2027: Therrien
August to October 2027: Sullivan

Carried Unanimously

7. Council Members Appointments

Moved by: Ward
Seconded by: Therrien

THAT Council make the following appointments:

Comox Valley Regional District Board	Director: Mayor Brown Alternate: Councillor Therrien For the term of Council with • the Director as primary representative on the Comox Valley Recreation Commission • the Alternate Director as primary representative on the Comox Strathcona Regional Hospital District Board and Comox Strathcona Waste Management Board

Comox Valley Regional District Parks and Trails Committee	Member: Mayor Brown Alternate: Councillor Therrien
Comox Valley Community Justice Society Board	Director: Councillor Sullivan Alternate: Councillor Therrien
Vancouver Island Regional Library Board	Trustee: Councillor Ward Alternate: Councillor Bell
Heritage Committee	Member: Councillor Bell Alternate: Councillor Therrien
Municipal insurance Association of BC	AGM Voting Delegate: Mayor Brown Alternate: Councillor Ward

Carried Unanimously

8. Appointment of Financial Signing Authorities

Moved by: Therrien
Seconded by: Sullivan

THAT Council delegate financial signing authority for the Village of Cumberland to Mayor Vickey Brown and, when designated as Acting Mayor, Councillor Ellian Bell, Councillor Sean Sullivan, Councillor Troy Therrien, and Councillor Nick Ward.

Carried Unanimously

9. Parcel Tax Roll Review Panel

Moved by: Therrien
Seconded by: Bell

THAT Council appoint Mayor Vickey Brown, Councillor Ellian Bell, Councillor Sean Sullivan, Councillor Troy Therrien, and Councillor Nick Ward to the Parcel Tax Roll Review Panel; and

THAT Council establish the annual Parcel Tax Roll Review Panel meeting at 4:30 pm on the day of the first Council Meeting scheduled in April each year for the term of Council, to be held in council meeting designated place.

Carried Unanimously

10. 2027 Council Meeting Schedule

Moved by: Bell
Seconded by: Ward

THAT Council approve the 2027 Council meeting calendar and direct staff to give public notice of the availability of the calendar; and

THAT Council continue to hold meetings of Council and committees at the Cultural Centre and Fire Hall meeting room, and hold committee meetings at the Cumberland Museum and Archives when other facilities are not available.

Carried Unanimously

11. Mayor's Inaugural Address

Thank you all for being here to share in our swearing in ceremony and thank you so much to Donna for welcoming us to the unceded traditional territory of the K'omoks Nation and supporting our Council to start this term in a good way. I am grateful for the opportunity to continue to learn from our indigenous neighbors and share in the responsibility of stewarding these lands for future generations.

Thank you the other elected officials who are joining us - Josie Osborne and Will Cole-Hamilton, MLAs, and Daniel Arbour, Director for Electoral Area A.

I am deeply honoured to have the opportunity to serve this community along with the caring and thoughtful team you have elected to Council. I look forward to working with all of you for the next four years and I want to expressly thank each of your families – and mine, for accommodating and supporting us. This work is not easy at times so I apologize in advance for any ranting that may occur in your homes as a result.

I would also like to thank all the candidates who ran in the election; elections can be hard, candidates put themselves out to the community and not everyone gets a seat at the table so thank you for offering your time and energy. It is important that we leave the campaign behind us now and shift into collaboration and team building so that we can successfully lay the foundation for decision making for the next 4 years.

Most importantly, I want to thank the voters. Democracy is not a given it takes time and work, engagement, participation, critical thinking and most of all consideration of the whole communities needs. It's important to follow the work of Council to understand the context within which we are making decisions. You can do that by watching Council meetings, attending Village Hall meetings, reading agenda packages, signing up for the Village's newsletter for news releases, and reaching out via email when you have questions or concerns. We are always happy to hear from you.

A new Council brings new energy, enthusiasm and fresh direction from residents and I look forward to working with Council members who each bring your own skills, experience and perspective to the role.

Cumberland is thriving in so many ways, and this Council will have to work hard to understand the challenges and demands that come with serving our community. I want to thank our committed and skilled (and often overworked) staff team for showing up and doing their very best to ensure this Village is running smoothly, not just the water and sewer and sometimes roads, but our parks, and rec, development and admin and finance team. Thank you for the work you do every day for our community.

We hear that many of our residents are struggling in these economic times, that we need more housing options and we also hear the demand for more services inside the village and for smoother processes overall. We will do our best to balance those needs with our property tax rates. This organization is a small and mighty team working with a largely residential tax base as the mechanism for funding operations. And we are not perfect, and we do not have nearly as much power as residents might hope we do but we care deeply for this place and for the people who inhabit it. The oaths of office we all just took is our commitment to make the best and most fiscally prudent decisions we can in our communities interest.

The change in the provincial government will also have an unknown impact on our operations and decisions. We appreciate this new governments promise not to combine elections again, and their agreement to ensure autonomy for local governments but I want to also be clear that we are dependent on provincial funding for so much of what we need to do to address increasing community demand for services.

This Village is pure magic, and I am grateful to each and every person who has chosen Cumberland as their home. I see our community show up in so many ways, through our non profit partners on boards and as volunteers, in our business community providing employment and services and bringing life and vitality to our Village core and of course, at the many events we host. That's why I'm here, because your love for this place inspires me, even on the hardest days. This Village makes me want to wake up every morning and continue to learn and grow as a leader.

Thank you for the privilege of being your Mayor.

12. Adjournment

The meeting was adjourned at 5:58 p.m.

_____

Mayor

_____

Certified Correct by Corporate Officer

The Corporation of the Village of Cumberland

Regular Council Meeting Minutes

November 9, 2026, 5:30 p.m.
Cultural Centre
2674 Dunsmuir Avenue

Council Present:	Mayor Vickey Brown Councillor Ellian Bell Councillor Sean Sullivan Councillor Troy Therrien Councillor Nick Ward
Staff Present:	Michelle Mason, Chief Administrative Officer Annie Berard-Bell, Director of Corporate Services David Dougherty, Director of Engineering and Public Works Courtney Simpson, Director of Planning and Bylaw Services Kevin McPhedran, Director of Community Services Jason Wallace, Project Manager Seamus McConville, Planner I

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1. Call To Order

Mayor Brown called the meeting to order at 5:36 p.m. and recognized the unceded traditional territory of the K'ómoks First Nation and offered gratitude for the care and stewardship of this land since time immemorial.

2. Agenda

2.1 Agenda for Regular Council Meeting, November 9, 2026

Motion 26-226

Moved by: Ward
Seconded by: Sullivan

THAT Council approve the agenda for the November 9, 2026 Regular Council Meeting with the addition of Mayor Brown's monthly report for September and October 2026 under item 7.9; and new item 5.1, Comox Valley Social Planning Society Request for Support of the Cultural Community Strategy.

Carried Unanimously

3. Minutes

3.1 Adoption of Minutes

Motion 26-227

Moved by: Sullivan
Seconded by: Therrien

THAT Council adopt the following minutes:

- Regular Council Meeting, September 8, 2026
- Committee of the Whole, September 28, 2026
- Regular Council Meetings, September 28, 2026

Carried Unanimously

4. Delegations

None

5. Correspondence

5.1 Urban Matters and Comox Valley Social Planning Society, Request for Support for a Cultural Community Strategy

Motion 26-228

Moved by: Therrien
Seconded by: Ward

THAT Council support the Urban Matters and Comox Valley Social Planning Society application to the federal Multiculturalism and Anti-Racism Program for a Cultural Community Strategy and commit available staff resources to participate in the development of the strategy.

Carried Unanimously

6. Unfinished Business

None

7. Reports

7.1 2026 General Local Election Results

Motion 26-229

Moved by: Therrien
Seconded by: Ward

THAT Council receive the 2026 General Local Election Results report for information.

Carried Unanimously

7.2 Community Priorities Survey

Motion 26-230

Moved by: Bell
Seconded by: Therrien

THAT Council endorse a community priorities survey in advance of Council strategic planning.

Carried Unanimously

7.3 Provincial Referral Request on a Notice of Work for a Mines Act Permit – 3698 Bevan Road (Teal Lake)

Motion 26-231

Moved by: Therrien
Seconded by: Sullivan

THAT Council receive the staff report for a Provincial Referral Request on a Notice of Work for a *Mines Act* Permit at 3698 Bevan Road (PID 031-463-410) for information. and that staff bring the delegation request back to strategic planning.

Carried Unanimously

7.4 Council Chambers Fire and Insurance Claim Project Update and Additional Scope

Motion 26-232

Moved by: Sullivan
Seconded by: Ward

THAT Council direct staff to replace the full roof and add other optional changes, with an estimated $30,000 additional cost funded by the Village Facility Asset Replacement Reserve.

THAT Council direct staff to bring forward an amendment to the adopted 2026-2030 Financial Plan Bylaw to reflect this expenditure and funding.

Carried Unanimously

7.5 No.2 Dam Replacement Design and Engineering Consultant RFP Results

Motion 26-233

Moved by: Ward
Seconded by: Therrien

THAT Council approve the award of the No.2 Dam Replacement Design and Engineering Consultant contract to Northwest Hydraulic Consultants Ltd. in the amount of $530,659.75 (excluding GST); and

THAT Council authorize the Chief Administration Officer to execute the contract.

Carried Unanimously

7.6 Conference Attendance 2027

Motion 26-234

Moved by: Bell
Seconded by: Therrien

THAT Council approve the amended Council Conference Policy 1.4.

Carried Unanimously

7.7 Comox Valley Parkway Active Transportation Trail–Ministry Requirements and Next Steps

Motion 26-235

Moved by: Therrien
Seconded by: Ward

THAT Council refer the Comox Valley Parkway active transportation trail project to Council's Strategic Planning process for further consideration.

Carried Unanimously

7.8 Rural Economic Diversification and Infrastructure Program – Grant Application

Motion 26-236

Moved by: Sullivan
Seconded by: Bell

THAT Council approve the application to the Rural Economic Diversification and Infrastructure Program for a grant of up to $100,000 for design of sewer extension to Union Road to serve the Village-owned lands in support of Facilities Renewal Planning.

Carried Unanimously

7.9 Council Member Monthly Reports

Motion 26-237

Moved by: Ward
Seconded by: Sullivan

THAT Council receive the member monthly reports for September and October 2026.

Carried Unanimously

8. Bylaws

None

9. New Business

None

10. Notices, Motions and Announcements

Matters considered here may include notices or motions to hold a meeting of the Committee of the Whole, a Village Hall meeting, a Public Hearing, and noticed of motion introduced by a Council Member. Check cumberland.ca/meetings to confirm meetings.

11. Question Period

None

12. Closed Portion

Motion 26-238

Moved by: Therrien
Seconded by: Ward

THAT Council close the meeting to the public at 6:55 p.m. pursuant to Section 90 (1) of the *Community Charter* to consider: (n) the consideration of whether a council meeting should be closed.

Carried Unanimously

13. Adjournment

The meeting was adjourned at 7:46 p.m.

_____
Mayor

_____
Certified Correct by Corporate Officer

To: Village of Cumberland
Subject: RE: Appearing as a Delegation

From: Kim Holl
Sent: July 22, 2026 9:43 AM
To: Village of Cumberland <info@cumberland.ca>
Cc: Patti Alvarado - IWSS
Subject: Appearing as a Delegation

Please accept this request to appear as a delegation on Sept. 9th to update Mayor Brown and Council members on the Comox Valley Substance Use Strategy Collaborative's (CVSUSC) progress and regional impact.

Attached is the CVSUSC report and our PowerPoint.
I will be presenting via Zoom on behalf of the Indigenous Women's Sharing Society (IWSS) who is the lead organization coordinating the CVSUSC initiatives.
I look forward to your confirmation.

Kind regards,

Kim Holl
Stories Told on Film
www.StoriesToldonFilm.ca
250-213-8111

At the Confluence of Wisdom and Wonder, my work explores the art of witnessing—the quiet, transformative practice of truly seeing one another. My films celebrate the beauty, courage, and wisdom of the human soul, revealing the extraordinary within ordinary lives. Through film and community conversations, I hope to awaken wonder, cultivate deeper connection, and inspire people to rediscover hope, purpose, and beauty, even amid life's greatest challenges.

Comox Valley Substance Use Strategy (CVSUS)

2025 - 2026 Implementation Report

For	Village of Cumberland
Prepared by	Indigenous Women Sharing Society (IWSS)
Reporting Period	Oct 1, 2025 – July 20, 2026
Date Submitted	July 2026

Comox Valley Substance Use Strategy (CVSUS)

2026 Implementation Report

Project Summary

The Indigenous Women's Sharing Society (IWSS) continues to lead the coordination of the Comox Valley Substance Use Strategy (CVSUS). Since assuming this role in 2024, IWSS has embedded an Indigenous and decolonizing lens across all initiatives, fostering inclusive, equitable decision-making and expanding regional partnerships. This report highlights the balance between immediate life-saving public health actions and long-term foundational work to strengthen sustainability and equitable action. Despite significant funding constraints, CVSUS continues to achieve meaningful outcomes through collective leadership and community dedication.

Governance and Cultural Transformation

The transition of coordination to the IWSS has embedded cultural safety and relational accountability into the strategy's governance. This foundation has enhanced trust and deepened partnerships. A key achievement is the establishment of the Peer and Elder Advisory Committee, which provides cultural knowledge and strategic guidance. Furthermore, the ongoing development and piloting of a Collaborative Membership Orientation Package and companion training ensure a trauma-informed, welcoming foundation of action planning for all members.

Progress Highlights on Action Tables

Table 1: Policy and Business Relationships

CVSUS has bridged the gap between downtown businesses and substance use services. Syringe disposal containers are now available to businesses via Courtenay Pharmasave, addressing significant safety concerns. Ongoing dialogue has also led to adjusted pharmacy hours to mitigate traffic concerns, demonstrating the power of collaborative problem-solving between service providers and the business community.

This initiative was made possible by the collaborative work of the Indigenous Women's Sharing Society's harm reduction program, Unbroken Chain. Peer-led interventions helped coordinate these actions, while extensive relationship-building with downtown Courtenay businesses over the past year laid the foundation for this work. This table is now meeting regularly thanks to the support of many organizations and Peers that are participating and working together to make positive change.

A highlight for our August meeting is a planned event with downtown business representatives, local businesses, table members, and peers that will include presentations on CAR 54 and CRCL to increase awareness of local crisis supports.

Table 2: Overdose Prevention, Safe Supply, CRCL

Significant strides were made in drug checking expansion, with all services—including at the new safe inhalation site—now offering testing. Nasal naloxone distribution has transitioned from a pilot to a provincial standard thanks to IWSS advocacy and other service providers who participated in a successful nasal naloxone pilot throughout the province.

The table also advocated for continued support for safer supply programs and increased wraparound supports. While progress is evident, local medical detox remains a critical gap in the Comox Valley; CVSUS continues to advocate for local beds and culturally informed wraparound supports to address current barriers in the Comox Valley region. This table is now supported with facilitation support from AVI and has extensively strengthened the relationships with multiple agencies and peers working towards common goals and table actions.

Table 5: Systemic Improvements and Advocacy

This table focused on information sharing and resource development, including a comprehensive resource guide and a monthly member newsletter launched in May 2026. Long-term planning for a Community Health Hub has commenced, with IWSS identifying core partner organizations and beginning the search for a secure location.

Project Highlights

PWLLE (People with Lived and Living Experience Advisory Committee) All tables: Peer Advisors provided feedback on all table actions, which has resulted in momentum and actual outcomes for table actions. They are also developing leadership skills in organizing, advocacy, and facilitating meetings. This peer-led model addresses power imbalances and ensures that lived experience is embedded in all decision-making, action delivery, and coordination.

Second-Stage Recovery Based Housing (Table 6): Planning has begun for supportive housing recovery-based development options led by the Village Clinic. However, a significant gap remains in Urban Indigenous-led, culturally supportive recovery-based housing programming, which is a priority for future development.

Community Awareness (All tables): In partnership with the Canadian Alcohol Use Disorder Society (CAUDS), CVSUS hosted "*Rethinking Drinking*" events across the valley. These events address the fact that alcohol remains the most harmful substance in the region regarding mortality rates. We reached over 1,000+ people at these events alone. The PWLLE Advisory Committee played a pivotal role in sharing information and engaging the community. This work was further strengthened by the support of our member organizations, the First Nations Health Authority (FNHA), and the Sassaman Society.

Member Relationships (All tables): This year, our membership grew, with new members, new organizations, and increased participation from our Peer Advisory committee on all tables. We are highlighting new participation from KFN Health, with regular engagement from their Harm Reduction Coordinator, and regular, committed facilitation support from AVI's Positive Wellness Worker, among others.

Strategic Priorities for 2026-2027

- Establishing a youth-led advisory table to guide prevention and early intervention initiatives and develop a Youth Strategy.
- Addressing substance use and social isolation among the region's growing senior population.
- Strengthening Indigenous-led advocacy for those accessing hospital and health care services.
- Culturally Safe and Informed Care Advocacy for all actions.
- Ongoing development of all six table actions (6 Action tables).
- Ongoing community education awareness events.
- Continued implementation and development of the Orientation Package training to promote inclusivity, equity, and anti-racist action development.
- Fundraising to support action planning and outcomes.
- Continue working collaboratively to address the evolving toxic drug supply, including the emergence of new substances, and to develop coordinated community responses.
- Continue to work towards a decolonized framework to address substance use and action planning.

Sustaining the Strategy

To move beyond a reliance on in-kind labor and precarious grants, CVSUS requires a stable funding model. An estimated **$150,000 annually** is needed to support strategic leadership, Action Table facilitation, peer coordination, and communications.

This report is intended to update Council on the Collaborative's progress and regional impact. We recognize that our work does not align with the Village's current Community Grant funding criteria and appreciate the opportunity to keep Council informed of this vital life-saving regional initiative, that is improving health, safety, and quality of life for all residents of the Comox Valley.

Comox Valley Substance Use Strategy Collaborative ESTIMATED OPERATING BUDGET - July 30, 2026	Estimated Spending
Admin Fees: insurance, bookkeeping, accounting, banking fees, and funding management support.	$ 10,000.00
Strategic leadership and collaborative coordination	$ 75,000.00
- Six Meetings per month (Approx. 65 per year)	
- Facilitation of Action Tables and Working Groups	
- Peer and Elder Advisory Committee coordination	
- Community engagement and public education initiatives	
- Organizing Orientation Package training	
- Partnership development and relationship building	
- Grant writing, reporting, and evaluation	
- Communications and member engagement	
- Systems advocacy and policy development	
- Planning, implementation, and continuous improvement	
Honourariums for Peers	$ 20,000.00
Admin office space	$ 10,000.00
Consultant Fees (Preparing reports, etc.)	$ 15,000.00
Cultural Safety - Orientation training package develop and training	$ 20,000.00
TOTAL ESTIMATED CVSUSC OPERATING BUDGET	**$ 150,000.00**

POTENTIAL FUNDING (Unconfirmed)	
Municipal Requests	
City of Courtenay Current funding is $15,000 ending Oct 31, 2027. Only $10,000 will be allocated for 2027. New request of $30,000 for 3-years.	$ 30,000.00
Town of Comox - Will be requesting	$ 15,000.00
Village of Cumberland - Will be requesting	$ 10,000.00
CVRD - Will be requesting We will also petition for a funding stream to support CVSUSC long-term.	$ 35,000.00
Potential Municipal Funding	**$ 90,000.00**
Potental Grants	
CV Community Foundation Grant (Grant opens August 10, 2026)	$ 30,000.00
Vancouver Foundation ($100,000 for 3-years)	$ 300,000.00
Potential Grant Funding	**$ 330,000.00**
TOTAL POTENTIAL FUNDING (Unconfirmed)	**$ 420,000.00**

Note: CVSUSC has only $10,000 funding confirmed for 2027

Melissa Roeske

Subject: Request for Letter of Support: YQQ Solar Expansion Project (BCAAP 2026)

From: Mike Atkins <mike.atkins@comoxairport.com>
Sent: Monday, October 19, 2026 11:08 AM
Subject: Request for Letter of Support: YQQ Solar Expansion Project (BCAAP 2026)

Dear Local Government and K'ómoks First Nation Leaders,

I would like to begin by congratulating all newly elected and returning municipal representatives following Saturday's local government elections. The Comox Valley Airport Commission looks forward to continuing our strong working relationships with our local governments and the K'ómoks First Nation in support of the Comox Valley and broader region.

The Comox Valley Airport is once again preparing an application to the Province of British Columbia's BC Air Access Program (BCAAP). This year, we are seeking funding for our **Optimization of Inverter and Phase 2 Solar Array Expansion Project**, further advancing our commitment to environmental sustainability and responsible financial management.

Building on our existing solar installation, the proposed project will increase the operating capacity of our inverter from 100 kW to its full 125 kW capability, following changes to BC Hydro's net metering restrictions earlier this year. The addition of approximately 75 solar panels, providing an additional 46.5 kW of generating capacity, will further optimize the system's annual energy production. The project is estimated to cost between $100,000 and $125,000, with a BCAAP funding request of up to $93,750, representing 75% of the maximum estimated project cost. This investment will help reduce greenhouse gas emissions, decrease our reliance on grid electricity, and provide long term operating cost savings.

We are requesting letters of support from our local governments and K'ómoks First Nation to demonstrate the regional importance of this investment. Community support remains an important consideration in the BCAAP evaluation process. Recognizing that newly elected Councils will be establishing their schedules and priorities in the coming weeks, we appreciate that consideration of this request may take some time. With the BCAAP application deadline of December 15, 2026, we would be grateful if letters of support could be provided at the earliest practical opportunity.

Thanks in part to your continued support, YQQ has successfully secured BCAAP funding for several projects in recent years, including our initial solar installation, electric landscaping and ground support equipment, and most recently, the Apron Expansion Project. These investments have contributed to a safer, more efficient, and environmentally responsible regional airport.

For your convenience, suggested wording for a letter of support is provided below. Please feel free to adapt it to reflect your organization's priorities and perspective.

I will be away from the office from October 25 through November 14. During my absence, please direct any questions or requests for additional information to Francis Laplante, our Facilities Manager, who is responsible for the project and can provide any necessary assistance.

Thank you once again for your continued support of the Comox Valley Airport and the important role it plays in connecting and supporting our region.

Kind regards,

Mike Atkins
CEO
www.comoxairport.com

The Comox Valley Airport Commission respectfully acknowledges that the land we gather on is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land.

Suggested Letter of Support

Re: BC Air Access Program 2026: Comox Valley Airport Solar Expansion Project

On behalf of [Organization], we are pleased to express our strong support for the Comox Valley Airport Commission's application to the BC Air Access Program for its Optimization of Inverter and Phase 2 Solar Array Expansion Project.

The Comox Valley Airport is a vital transportation gateway for the Comox Valley and North Vancouver Island, supporting regional economic development, tourism, business activity, and essential connectivity for residents and visitors. Maintaining a safe, efficient, financially sustainable, and environmentally responsible airport is important to the continued prosperity of our region.

This proposed investment builds upon the airport's existing renewable energy infrastructure by optimizing its solar inverter capacity and expanding onsite solar generation. The project will contribute to reduced greenhouse gas emissions, lower long term energy costs, and improved operational sustainability, while supporting broader regional environmental and economic objectives.

We commend the Airport Commission for its continued commitment to infrastructure improvements and responsible long term planning. Investments such as this help ensure that our regional airport remains efficient, resilient, and well positioned to serve the evolving needs of our communities.

We strongly support this application and encourage the Province of British Columbia to provide funding through the BC Air Access Program to advance this worthwhile initiative.

Sincerely,

[Name]
[Title]
[Organization]

CVAC
Solar System Phase 2

Project Intro

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Nov 2026



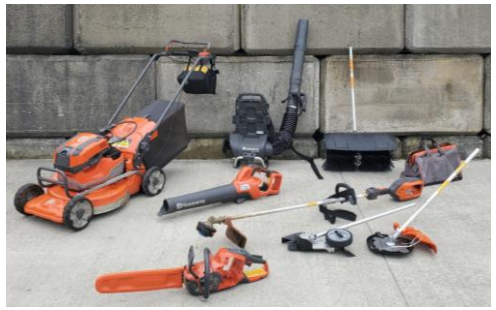
COMOX VALLEY AIRPORT YQQ

BC Air Access Program

- BCAAP
  - Grant program administered by the Ministry of Transportation and Transit supporting planning and infrastructure investments on eligible aviation facilities across BC
  - Provides up to 75% of the cost of approved Environment Projects
  - The Comox Airport has been very successful in securing funds in the past
    - Solar Project 2023-2024
    - Electrification of support Equipment 2023-2024
    - Procurement of an e-Belt Loader and e-GPU 2024-2025
    - Apron Expansion Project 2025-2026

- Total Estimated cost for CVAC Solar System Phase 2 is between **$100K and $150K**. If successful, up to 75% of this figure could be provided under the BCAAP program

- ***Comox Airport intends to apply for BCAAP support***





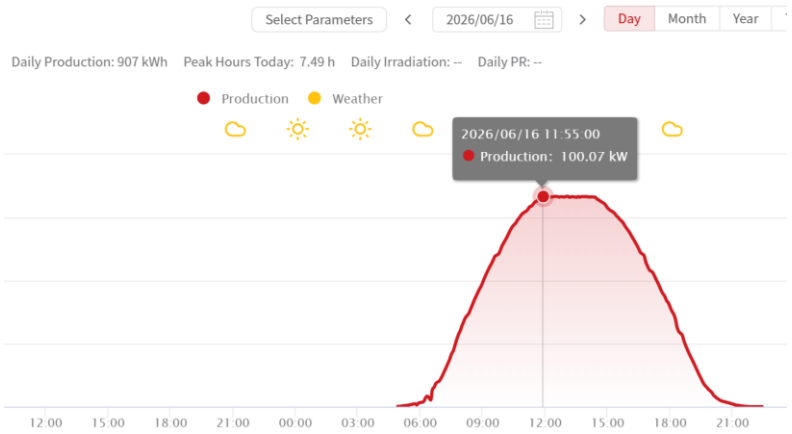




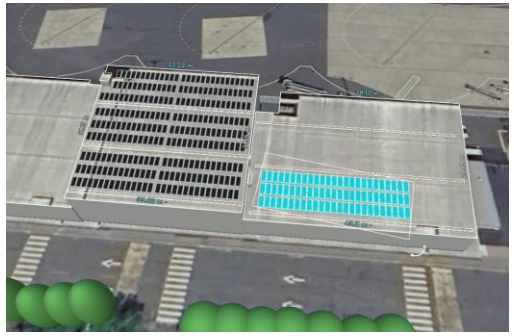


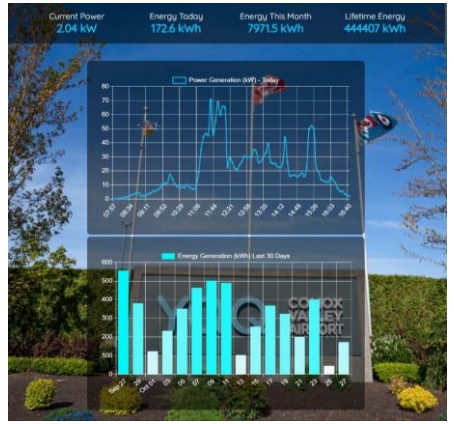
Current Solar System Capacity and Proposed expansion

- Current system ➔ 266 Solar Panels installed on roof
  - Produces 10-15% of the airports' electrical demand
  - Lifetime production so far 444MWh in 3 years
  - Inverter and array rated for 125kW
  - **Limited to 100kW** as per the BC Hydro Net Metering rules
  - ➔ **Limits** the full potential of the array and inverter
- Net Metering rules changed in summer 2026 Increasing systems connected to grid to 300kW



- CVAC's Solar System Phase 2 Project intends to modestly increase the size of the array by **75 solar panels** (a 28% increase) exploiting the full capacity of the system and produce another 50MWh annually.





- **Application Due no later than 15 Dec 2026**
  - ***Local Government letters of support have greatly helped the Comox Airport in past successful applications*** – Please submit early!!

COUNCIL REPORT

REPORT DATE: November 10, 2026
MEETING DATE: November 23, 2026

File No. 5360

TO: Mayor and Councillors

FROM: Rosalie Woods, Project Manager

SUBJECT: Update on Residential Curbside Collection Service

RECOMMENDATION

THAT Council endorse the communications and engagement strategy for the automated solid waste cart collection project as outlined in this report; AND

THAT Council support including only residential properties in the automated cart collection service scheduled to begin in summer 2027; AND

THAT Council direct staff to consult commercial businesses and multifamily residential properties, assess future collection options, and return with recommendations before any changes to those existing collection services are implemented.

PURPOSE

To seek Council endorsement of the proposed automated cart collection communications and engagement strategy, obtain direction on commercial business and multifamily collection, and provide an update on key implementation activities and anticipated reporting timelines.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
April 27, 2026	THAT Council give formal written notice to the City of Courtenay that the Village intends to join their existing contract with Emterra Environmental in the automated collection of garbage, recycling, and organics waste spring 2027; THAT Council direct Staff to proceed with the communication as early as summer 2026, aligned with the Comox Valley Regional District for the Royston area; THAT Council confirm the cart selection option allowing residents to choose their cart size with possible physical examples prior to the transition to the automated waste collection service;

	THAT Council confirm the option allowing the Village to provide additional cart when requested by residents in some specific instances, to be identified and approved by the Director of Public Works and Engineering; THAT Council direct staff to maintain the current manual collection service with Emterra Environmental until the transition has been implemented; THAT Council direct staff to bring forward an amendment to the "Solid Waste Bylaw No. 1003, 2014" to include automated collection of solid waste; THAT Council approve the additional expenditures to support transition for an amount of $35,000 to be funded through the General Financial Stabilization Reserve funds earmarked for solid waste and THAT Council direct staff to bring forward an amendment to the adopted 2026-2030 Financial Plan Bylaw to include those expenditures and funding.

BACKGROUND

In April 2026, Council directed staff to provide formal written notice to the City of Courtenay of the Village's intent to join its existing collection arrangement with Emterra Environmental (Emterra). The City of Courtenay's existing automated curbside collection contract includes an onboarding provision allowing Cumberland to enter into its own contract with Emterra for similar services on substantially the same terms and conditions. Since then, Staff have begun developing a long-term agreement with Emterra for a modernized residential solid waste curbside collection service. The new service will replace manual collection with automated side-loader (ASL) trucks to collect garbage, recycling and organics from standardized wheeled carts. This report presents the proposed Communications and Engagement strategy, along with key service considerations requiring Council direction.

Communications and Engagement Strategy

Staff have developed a comprehensive communications and engagement strategy for the transition to automated cart collection, anticipated to begin in summer 2027.

The strategy aligns communications activities with key project milestones and associated timelines so residents receive the information and support they need to prepare for the change in service. Council is invited to request clarification, identify additional considerations or key messages, and request changes to the proposed approach before public engagement proceeds.

The strategy combines broad community awareness with practical education and targeted outreach. Communications will explain why the Village is transitioning to automated collection, what will change, when property owners and residents need to take action, and where they can obtain assistance. Engagement will help staff identify household needs and property-specific concerns that may affect implementation, including cart capacity, storage, accessibility and collection access.

The strategy will be delivered through four phases, with activities timed to support resident preparation, cart ordering and delivery, and service commencement.

Awareness & Understanding: Following Council endorsement, the Village will introduce the transition through a community announcement, a direct mail-out, a dedicated project webpage and supporting social media communications. Initial information will explain the reasons for the change, the anticipated implementation timeline, the main differences from the existing service, and upcoming opportunities to view carts and select sizes. A frequently asked questions resource will be maintained as program details are confirmed and questions arise.

Engagement & Preparation: Using the project webpage and community announcements, property owners will receive information about available cart size options, selection deadlines, cart sizes assigned where no selection is submitted, and process for exchanging carts in the future. An online selection platform will be launched by staff and assistance will be available for property owners who need help completing the process. Cart-viewing opportunities will also allow residents to compare sizes, assess storage and handling requirements, ask questions before making their selections, and submit their selections in person. Targeted outreach will also help identify access and mobility concerns and inform the assessment of commercial and multifamily service arrangements.

Delivery & Service Readiness: Communications will focus on preparing residents for cart delivery and the first automated collections. Residents will receive cart delivery information, collection schedules and clear instructions on when to begin using the new carts. A printed collection guide will accompany the new carts which will explain sorting requirements, cart placement and spacing, storage, wildlife considerations and how to report problems. Additional instructions will be provided where properties require specific collection arrangements. Reminders will reinforce key actions as service commencement approaches.

Service Launch & Ongoing Support: During the initial collection period, staff will coordinate with Emterra to respond to missed deliveries, collection questions, incorrect set-outs and sorting concerns. Website updates, reminders and targeted educational materials, including collection tags where appropriate, will address recurring issues. Follow-up communications and monitoring will continue through the initial months of service to help residents adjust and support reliable collection. Village Bylaw Services team will provide additional support during this phase.

Communication channels through all phases of the strategy will include direct mail, printed materials, news releases, social media, collection-app (Waste Wise) notifications, a dedicated project website, updates to the Village of Cumberland's main webpage, frequently asked questions, in-person opportunities, and telephone and email assistance. The project webpage (hosted through Engage Comox Valley) will provide a central source of current information, while direct notices and reminders will highlight specific actions and deadlines. Materials will use plain language and visual examples, particularly for cart selection, sorting and placement requirements. This combination is intended to provide repeated opportunities to receive information, including for residents who do not regularly access digital communications.

The Project Manager**,** with oversight from the Director of Engineering and Public Works and the Director of Corporate Services, will coordinate the implementation with communications and customer service staff. Emterra and Recycle BC will be engaged to ensure accurate service

information and renewed recycling education. Ongoing coordination with the CVRD will support consistent regional messaging and alignment with neighbouring service transitions where practical. Public information will be released as the relevant service arrangements and decisions are confirmed.

Staff will address issues management by monitoring cart selection participation, anticipating and responding to resident inquiries and concerns, resolve potential property and placement concerns, and coordinate with Emterra on any delivery issue and early collection performance. Staff will keep an issues log and findings will guide updates to materials and targeted follow-ups. Regular updates will be provided to Council through the weekly updates and Council Readers. Council's feedback on the proposed phases, communication methods, key messages and community considerations will inform the strategy before implementation.

Commercial Business and Multifamily Collection

Collection for Commercial, Industrial, and Institutional Properties

Staff seek Council direction on whether industrial, commercial, and institutional (ICI) properties should be transitioned to Village-provided automated curbside collections service. Staff recommend that ICI properties not be transferred to the new service based on the considerations below, however, this recommendation does not propose discontinuing existing commercial collection at this time. Staff also recommend further analysis and consultation before determining whether multifamily residential properties should receive automated collection or alternative service.

Collection access and safety: Utility records indicate that most commercial businesses receiving Village collection are located along Dunsmuir Avenue. Staff have confirmed with Emterra that automated collection trucks cannot safely or effectively service the rear laneway. Collection from Dunsmuir would require frequent stops on the Village's main commercial street, where increasing traffic and limited cart placement space create safety and operational concerns as well as street parking complications. Cart placement would also need to ensure that the carts, collection truck and automated arm do not obstruct bike lanes, to protect cyclist safety.

Waste diversion and differing needs: Current commercial service permits three 120 L garbage cans weekly, and unlimited recycling every two weeks, with no organics collection. Commercial waste volumes and composition vary substantially, making a standard residential allocation of one cart per waste stream unsuitable for many ICI's. Alternative arrangements could better accommodate individual or shared collection needs. Private collection, for example, would allow greater flexibility to select container sizes, collection frequency and services suited to their waste volumes, property constraints and operations. Access to organics collection, where available, could further support the Village's waste diversion objectives.

Service Scope: Municipal approaches to ICI collection vary widely. Many municipalities exclude collection for ICI's, while others still provide separate services or allow limited participation subject to operational requirements and approvals. Private collection is an established model for ICI

properties in British Columbia and offers flexibility to accommodate differing collection needs and can promote increased accountability for proper waste stream diversion.

Multifamily assessment: Multifamily residential properties require separate consideration because their waste volumes, storage space, collection access, property ownership and management, and existing service arrangements differ from those of ICI's and individual residential properties. Staff propose assessing these conditions further before recommending changes. Options may include participation in the automated service, continued Village-provided manual collection, and private collection. Emterra will also need to further assess a few of these neighbourhoods on strata roads for access.

Staff request that Council support excluding ICI's from the new automated service and direct staff to assess future collection needs for both commercial businesses and multifamily residential properties. Staff will engage in consultation with potentially affected parties to inform the evaluation of service feasibility, costs and impacts on affected parties regarding future service options before returning to Council for a decision in January 2027. Exclusion from automated collection would not, by itself, discontinue existing commercial service and any subsequent service change approved by Council would include advance notice and an appropriate transition period.

General Project Updates

Staff propose bringing the following critical project items to Council for approval or information as they progress. Council direction is sought on whether the anticipated reporting timelines meet its needs and whether more frequent project updates, including routine updates through the Weekly Reader, would be preferred.

Emterra Contracts: Staff have initiated a negotiations table with Emterra and coordinating the extension of the existing manual collection service and the long-term automated collection agreement. Council consideration for the manual-service contract extension is targeted for **December 14th, 2026** and **January 2027** for the long-term agreement, subject to completion of negotiations.

Bylaw Changes: Staff are preparing amendments to support automated collection, including service eligibility, cart placement, fees and enforcement provisions. Provisions regarding commercial business and multifamily properties will be incorporated following Council direction. Draft requirements are expected to be developed in **January 2027**, with adoption targeted **May 2027**, before service commencement.

Recycle BC Transition Plan: As part of the Village's contractual obligations under the *Master Services Agreement* with Recycle BC, Staff are preparing a transition plan addressing recycling education, contamination monitoring and implementation requirements. The transition plan follows a Recycle BC provided template will be largely similar to other regional transition plan submissions. The transition plan is expected to be presented to Council for information in **January 2027** to meet Recycle BC's requirement for submission approximately six months prior to the start of new service.

Challenging Collection Points and Accessibility: Staff are coordinating with Emterra to assess locations with constrained access or cart-placement challenges, including Dunsmuir Avenue,

laneways and contemplated changes to portions of Penrith Avenue. Council's decision regarding the transition to automated service for commercial businesses on Dunsmuir is part of a strategy to reduce congestion on pick-up points along Dunsmuir where residential collection must still be considered. Collection on Penrith Avenue between First Street and Fourth Street is being assessed with broader engineering planning being considered for the location. Staff will continue to work with Emterra and incorporate collection needs into broader Village planning to address challenging locations, including downtown streets where on-street parking and limited curbside space may require alternative cart-placement or collection arrangements.

Site-specific arrangements and assisted set-out options will be developed **February 2027**, with collection requirements targeted for confirmation beginning in **March 2027** to support resident preparation.

Cart Selection and Procurement: Staff are finalizing proposed default cart sizes and options for residents based on best practices and lessons learned from other communities that have already transitioned to an automated collection service. Proposed default sizes are included in the table below along with sizes offered by neighboring communities. Property owners will be requested to confirm or select different cart sizes during the cart selection period. Cart exchange will be available after the new service launch and a fee may apply.

Community	G biweekly	O weekly	R biweekly	Secondary suites	Duplexes	Other dwelling types
Cumberland	120	360	360	*may be eligible for larger garbage or additional set*	Standard per unit	*TBD following multi-family decision*
Courtenay	120	360	360	Extra suite set 120/120/240	Standard per unit	Townhouse, patio, fourplex, mobile park: 120/120/240
Comox	120	360	360	Extra suite set 120/120/240	Per unit 120/240/360	Tri/fourplex, serviceable multi-unit: 120/120/240
Royston *(planned)*	120	360	360	*one standard set per residence with utility bill suit/shared arrangements not specified*		
Campbell River *(planned)*	120	360	360	TBD	TBD	TBD
Nanaimo	120	120	240	*shared upsized set (240/240/360) or split standard sets subject to approval*		*eligible up to fourplexes, must contact mobile parks,* ***+4 stratas excluded***
Duncan	100	240	240	Two standard sets 100/240/240 each	Standard per unit	Standard per unit however eligibility requires separate assessment
Port Alberni	120	240	240	Shared 240/100/360 or two smaller sets	*eligible for service however dwelling-specific cart allocation not specified*	

Selection is anticipated to open approximately three weeks after the public announcement, supported by a cart-viewing event in **January 2027**. Final quantities and ordering deadlines will be coordinated with Emterra to support delivery in Summer 2027.

Financial Considerations: Staff are refining estimates for collection contracts, carts, communications and implementation support. Updated costs and proposed user fees will be brought forward through the 2027 financial planning and bylaw processes, with any additional funding requirements presented to Council for approval as they are identified.

FINANCIAL IMPLICATIONS

Staff are refining the financial implications of the transition, including collection contracts, cart procurement, communications, implementation support and proposed user fees. Based on previous estimation provided by Emterra and as previously communicated to Council, no significant increase is expected for the automated cart system. Any additional funding requirements, such as some additional bylaw support during the transition, will be brought forward for Council approval through subsequent reports or the 2027 financial planning process. Future recommendations for commercial business and multifamily collection will identify the associated costs and implications for affected properties and the remaining Village collection service. At this time, staff are preparing most of the communications and engagement materials in-house and only a small portion of the approved $35,000 from General Financial Stabilization Reserve is proposed to be utilized. Should more expenditures be identified, staff will update Council on the anticipated use and amounts expended from this reserve.

OPERATIONAL IMPLICATIONS

Implementation will require coordination among Engineering and Public Works, Corporate Services and Finance, Development and Bylaw Services, communications and customer service staff, Emterra, the CVRD and Recycle BC. Resident inquiries and assistance needs are expected to increase during cart selection, delivery and service commencement. Staff will monitor these demands and identify any additional capacity required to support implementation and will need to identify staff capacity to maintain service levels shortly as part of the implementation on the expected increase to labour for administration of the carts, contamination challenges, complaints, and contract management.

Staff will recommend the creation of a Village yard waste collection day of its own to help supplement the changes in services for community support perspective. Other Municipalities have adopted a drop off day where residents may drop off excess yard waste materials to a predetermined location on a semi-annual basis to support some limitations of residents. The PW group would then arrange for proper disposal with the site. This would require additional budget for labour and tipping fees.

CLIMATE CHANGE IMPLICATIONS

An important part of the transition to an automated cart collection service is resident education to help increase effective diversion across all collection streams as well as minimizing illegal dumping, and cross-contamination of recyclables.

ALTERNATIVES

1. Endorse the communications and engagement strategy with amendments or request further information before public engagement proceeds.
2. Direct staff to further assess commercial business participation in automated collection before determining whether these properties should be excluded.

3. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- ☐ Diverse & Healthy Community
- ☒ Sustainable Service Delivery & Asset Management
- ☐ Community Planning

ATTACHMENTS

None.

CONCURRENCE

David Dougherty, Director of Engineering and Public Works **DD**

Annie Bérard-Ball, Director of Corporate Services **ABB**

Rachel Parker, Corporate Officer **RP**

Courtney Simpson, Director of Development and Bylaw **CS**

Respectfully submitted,

R. Woods

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Rosalie Woods
Project Manager

M. Mason

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Michelle Mason
Chief Administrative Officer

COUNCIL REPORT

REPORT DATE: November 6, 2026
MEETING DATE: November 23, 2026

File No. 0810-20

TO: Mayor and Councillors

FROM: Ryan Parton, manager of Recreation & Culture

SUBJECT: Residential Rental of 3273 First Street and Residential Rental Policy

RECOMMENDATION

THAT Council direct staff to retain a professional property management firm to advise on and lead the residential rental of 3273 First Street, including recommended tenancy terms, market rental rate, tenant selection, lease administration, inspections, maintenance coordination and other rental operations;

THAT Council authorize a budget of up to $24,000, funded from the municipal facility asset reserve, for the life-safety improvements to the electrical system, balcony, chimney and front entry railing and stairs, with further building improvements to be brought forward through future budget processes for an estimated $4500 per year for 2027 to 2029; and THAT Council direct staff to bring forward an amendment to the adopted 2026-2030 Financial Plan Bylaw to reflect those expenditures.

THAT Council approve the Amended Village Owned Residential Rental Properties policy as presented.

PURPOSE

The purpose of this report is to seek Council approval for expenditures required for the newly purchased 3273 First Street house and an amended Village Owned Residential Rental Properties policy.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
September 8, 2026	That Council direct staff to report back regarding options for use of the residence at 3273 First Street, and to release this motion to the public; AND

	THAT Council direct staff to release the Village's acquisition of 3273 First Street to the public.
September 25, 2023	THAT Council approve the Village Owned Residential Rental Properties policy as presented.
April 11, 2022	THAT Council direct the Chief Administrative Officer and Mayor to continue to engage and maintain communications with the owners of 3249 First Street, 3273 First Street and 2660 Dunsmuir Avenue, with the objective of securing future purchase of these properties.

BACKGROUND

The property at 3273 First Street was acquired in October in support of the Village's longer-term civic-facilities objectives. The property contains a single-family dwelling and is designated Mixed Use – Civic Facilities in the Official Community Plan and zoned Infill Residential (R-1). The property is not required immediately for redevelopment, creating an opportunity for an interim use that protects the asset and provides community benefit.

A request has been made to the Village by a preschool that operates in Courtenay and is looking for additional space in Cumberland to lease for operating before and after school care. The location is close to schools, parking and indoor and outdoor recreation spaces. This property is currently zoned R-1 Infill Residential, which would allow a childcare facility as a secondary use so long as the principal use of the property is as a dwelling. Thus, a childcare facility intending to operate as the only use on the property would require a temporary use permit or rezoning; both require an application, with fee, and must be approved by Council.

Staff recommend that the dwelling be used as a residential rental. A professional property management firm would assess market rent and suitable tenancy terms; market and screen prospective tenants; prepare and administer the tenancy agreement; collect rent and deposits; coordinate move-in, move-out and periodic inspections; respond to tenant communications; coordinate repairs and maintenance; and advise the Village on compliance and risk. Final terms, rates and detailed operating procedures would be informed and led by the selected firm, subject to Village approval and applicable legislation.

House Inspection and Expenses

Prior to the purchase, staff commissioned A Buyer's Choice Home Inspections to conduct an inspection of the property, including:

- Exterior systems;
- Roof and draining systems;
- Electrical systems;
- Plumbing systems;
- Structural systems;

- Interior systems;
- Heating, ventilation and cooling (HVAC) systems;
- Insultation and vapour barriers; and
- Mechanical and natural ventilation systems.

From that inspection and subsequent walkthroughs with other contractors, staff have categorized recommended repairs and maintenance into two broad categories: high priority tasks that should be completed prior to tenancy and longer-term projects that will need to be addressed over the next two to three years.

Staff received quotes and estimates for the high-priority tasks, as well as several of the longer-term projects, and recommend that sufficient budget is allocated from the municipal facility asset reserve to carry out the repairs. Future years' rental revenues in excess of annual operating expenses for the house, if available, could then be transferred to that reserve to offset these initial and future required repairs.

High-Priority Repairs and Maintenance:

The total budget required to address the tasks deemed highest priority is approximately $24k, plus 30 hours of Building Services internal labour. These tasks include, among other things:

- Investigating and correcting deficiencies in the building's electrical service, where power enters the home from the hydro lines.
- Adding dedicated electrical circuits in the basement for the washer and sump pump
- Replacing electrical receptacles throughout home, which allows an electrician to check the integrity of the splices behind them (highly recommended for homes of this age)
- Tightening loosened electrical connections at panel
- Replacing the existing balcony railing with a higher, sturdier beam and slats to ensure safety
- Securing front entry stair railing and repairing rotted deck boards
- Repairing improper hole in stair stringer that affects the integrity of the staircase
- Capping the chimney so that fireplace, which doesn't meet current code, can't be used

Subject to contractor and utility availability, staff anticipate that all of the above tasks could be completed in December or January. Staff further anticipate that tenancy could begin as early as February 2027, subject to the marketing and screening process.

Longer-term Repairs and Maintenance:

The budget required to address maintenance and repairs deemed important over the next two to three years is approximately $3,700, plus $4,800 in facilities internal staff labour. To ensure there is enough funding, staff recommend an annual budget for repairs and maintenance of $4,500 over the next three years, 2027 through 2029. After 2029, staff expect the annual budget required to maintain this property to be more in line with those currently budgeted for the other First Street rental property, although that will be determined through the regular budgeting process.

Additional high-cost projects

While the recommended budgets above are deemed sufficient to cover expected costs over the next three years, it is important to note that there are some other potentially high-cost projects that could become necessary over the functional life of this property. These projects, whose exact costs are not currently known but would be the subject of future budget requests to Council, include:

Perimeter drain and/or sump pump: An inspection of the perimeter drain showed several deficiencies. Although the drain is functioning currently and no remediation is recommended immediately, failure is possible down the line, which could result in a cost in the tens of thousands of dollars to replace the system. In such a case, upgrading the sump pump system could constitute an alternative, less expensive stop-gap measure.

Hazmat remediation: Although hazmat testing has not been conducted, it is assumed that the house contains asbestos and possibly other hazardous materials. While asbestos does not pose any risk if left undisturbed, if/when the house is renovated or moved, a thorough remediation of hazardous materials will have to be undertaken.

Council Rental Policy

Council approved the Village-Owned Residential Rental Properties Policy no 2.2 on September 25, 2023. The corresponding Council report can be found in the September 25 2023 Council Agenda.

Staff recommend amending the Village-Owned Residential Rental Properties Policy no 2.2 to expand eligibility from prioritizing housing solely for new employee recruitment to prioritizing housing for all Village of Cumberland employees. While the current policy supports recruitment by assisting new hires in securing accommodation, broadening eligibility will also support employee retention by providing housing opportunities to existing staff.

Given ongoing housing affordability and availability challenges, access to employee housing can be an important tool for attracting and retaining qualified employees, supporting workforce stability, and ensuring the Village can continue to provide effective municipal services. Staff further recommend housekeeping changes to the policy to add clarity. The policy with the tracked changes is attached for Council's review. A final version for approval is also attached.

FINANCIAL IMPLICATIONS

An immediate budget of $24,000 is required for high-priority projects that should be completed before the property is tenanted. An additional budget of $13,500 is recommended over the next three years ($4,500 per year) for longer-term projects that are not immediately necessary but will need to be undertaken.

Further repairs or improvements may be required and will be proposed through future budget processes and/or reports to Council.

It is expected that rental income will fund property-management fees and ongoing operating costs, including insurance, property taxes, utilities and other tenancy-related expenses. The

property manager's advice on market rental rates and operating assumptions will inform the operating budget that will come forward in the financial planning process. With approval of a $24,000 use of the municipal facility asset reserve, the estimated reserve balance will be $15k at the end of 2026 and $207k at the end of 2030.

OPERATIONAL IMPLICATIONS

Using a professional property management firm will reduce routine administrative demands on Village staff while providing specialized tenancy and rental-operating expertise. Village staff will retain owner oversight, approve material expenditures, coordinate capital work and monitor financial performance.

Community Services would serve as the primary liaison with the property manager, with Finance supporting budgeting and revenue administration and other departments assisting as required. The rental arrangement should preserve the Village's ability to end the interim use in accordance with the tenancy agreement and applicable legislation when the property is needed for a future civic purpose.

More than 100 hours of work is expected to be required by Facilities staff for the work outlined above. Approximately 25% of those hours would be expended between the end of November 2026 and February 2027, with the remainder spread over the subsequent three years. This is in addition to incremental facilities work required to support the addition of a new building to the Village's facilities inventory. These hours will be reallocated from other facilities and will not increase current total hours for Facilities staff.

CLIMATE CHANGE IMPLICATIONS

Continued residential use of the existing building avoids the immediate embodied-carbon impacts associated with demolition, relocation or redevelopment. Energy use and climate-resilience opportunities may be identified through the planned building assessments and considered alongside future improvements. The climate implications of alternative long-term uses have not been assessed.

The home's heating system is fueled primarily by oil and can be supplemented with wood, both of which are carbon intensive forms of energy. Staff have been told that the furnace's ability to burn wood can be decommissioned, and additional heating is provided through electric baseboard heaters. Upgrading to a high-efficiency heat pump system for heating and cooling is not anticipated to be feasible without significant expense, as the home's electrical service would have to be expanded.

The house is within walking distance of the Village core, schools and parks. There is no electric vehicle charging mechanism installed at the house and the driveway fits two cars. While there are no bike parking spots designated at the house, there are secure spaces for bikes to be stored.

ALTERNATIVES

1. Direct staff to undertake further analysis of one or more alternative uses before proceeding with a residential tenancy. This would defer rental revenue and require additional staff or consultant capacity.

2. Retain the property vacant pending a future civic use. This would avoid tenancy commitments but require the Village to fund security, utilities, insurance and maintenance without offsetting rental income.

3. Council can direct staff to make changes to the rental policy or to bring further information back prior to approval.

4. Council can direct staff to take other actions regarding other tenancy options.

STRATEGIC OBJECTIVE

☐ Diverse and Healthy Community

☒ Sustainable Service Delivery and Asset Management

☒ Community Planning

ATTACHMENTS

1. Village Owned Residential Rental Properties policy – tracked changes
2. Village Owned Residential Rental Properties policy – final version

CONCURRENCE

Annie Bérard Ball, Director of Corporate Services **ABB**

Respectfully submitted,

R. Parton

_____
Ryan Parton
Manager of Recreation & Culture

M. Mason

_____
Michelle Mason
Chief Administrative Officer

COUNCIL POLICY

Title:	Village Owned Residential Rental Properties	No.	2.2
Adopted Date:	September 25, 2023	Section:	Buildings and Properties
Amended Date:		Motion No:	23-204,

Policy Statement and Purpose

The Village of Cumberland recognizes the challenges associated with recruiting and retaining qualified employees. The Village further acknowledges that the availability of suitable housing can be a significant factor in attracting prospective employees and supporting long-term employee retention.

The purpose of this policy is to establish the eligibility criteria, terms, and conditions for the provision of Village-owned or Village-held housing to eligible Village employees.

~~The Village of Cumberland recognizes the challenges with the recruitment of qualified staff. The Village also recognizes that a significant barrier to moving to the Village for a new job is finding accommodation. The purpose of this policy is to establish rules for the provision of Village-held housing to new Village staff recruits.~~

Definitions

Village means the Corporatione of the Village of Cumberland.

Village employee~~s~~ means an employee~~s and~~ or paid on ~~-~~call fire fighter~~s~~ of the Corporation of the Village of Cumberland.

~~**New Village staff recruits** includes all potential Village employees and paid on call fire fighters and their families.~~

Housing unit means a residential accommodation ~~either~~ owned, ~~or~~ leased, or otherwise held by the Village~~,~~ for the purpose of providing residential housing.

Public means any ~~member of the public and includes existing Village staff (not new recruits)~~person who is not a Village employee.

Scope

This policy applies to all housing units owned by the Village.

Policy

1. Upon availability of ~~any~~ a housing unit~~s~~, the Village of Cumberland will offer rental accommodation ~~rental~~ opportunities on a priority basis to ~~new Village staff recruits~~ eligible Village employees first and to the public second.

2. Rent for housing units will be ~~determined~~ based on~~at~~ market ~~rents~~ rates and will be administered solely ~~managed~~ by the Village's property management company ~~with~~ through written tenancy agreements that comply~~ing~~ with the *Residential Tenancy Act*. ~~and based on professional best practices.~~ Professional ~~best practices as determined by the~~ property management ~~company~~ practices will determine ~~maximum capacity and limits to the number of residents in a housing unit~~occupancy limits and the maximum number of residents permitted in a housing unit.

3. Housing units will be rented upon availability in accordance with the priority order established in this policy. Housing units may be held vacant for a reasonable period where the Chief Administrative Officer or designate determines that doing so supports the recruitment or retention objectives of this policy.

~~3. Housing units will be rented upon availability and rented on the priority basis set out above. Housing units will not remain untenanted for long term periods, however may be untenanted for short term periods if New Village Staff Recruits are expected.~~

4. Tenancy agreements will include a clause stating that housing units shall not be sublet without the prior consent of the Chief Administrative Officer or designate.

5. Where the number of Village Employees seeking accommodation exceeds the number of available housing units, the Chief Administrative Officer or designate is responsible for assigning housing units. Priority will be determined based on operational requirements, the criticality of the position to the delivery of Village programs, services, and projects, recruitment and retention considerations, and other factors deemed relevant by the Chief Administrative Officer or designate.

~~In the event that housing units are available and there are more New Village Staff Recruits requiring accommodation than is available, the Chief Administrative Officer or designate is responsible for the assignment of housing units to New Village Staff Recruits. The assignment of housing units will be determined upon a priority basis for staff positions considered critical to deliver Village programs, services and projects and the demand of new Village Staff Recruits for that position.~~

COUNCIL POLICY

Title:	Village Owned Residential Rental Properties	No.	2.2
Adopted Date:	September 25, 2023	Section:	Buildings and Properties
Amended Date:		Motion No:	23-204,

Policy Statement and Purpose

The Village of Cumberland recognizes the challenges associated with recruiting and retaining qualified employees. The Village further acknowledges that the availability of suitable housing can be a significant factor in attracting prospective employees and supporting long-term employee retention.

The purpose of this policy is to establish eligibility criteria, terms, and conditions for the provision of Village-owned or Village-held housing to eligible Village employees.

Definitions

Village means the Corporation of the Village of Cumberland.

Village employee means an employee or paid on-call fire fighter of the Corporation of the Village of Cumberland.

Housing unit means a residential accommodation owned, leased, or otherwise held by the Village for the purpose of providing residential housing.

Public means any person who is not a Village Employee.

Scope

This policy applies to all housing units owned by the Village.

Policy

1. Upon availability of a housing unit, the Village of Cumberland will offer rental accommodation opportunities on a priority basis to eligible Village Employees first and to the public second.

2. Rent for housing units will be based on market rates and will be administered solely by the Village's property management company through written tenancy agreements that comply with the *Residential Tenancy Act.* Professional property management practices will determine occupancy limits and the maximum number of residents permitted in a housing unit.

3. Housing units will be rented upon availability in accordance with the priority order established in this policy. Housing units may be held vacant for a reasonable period where the Chief Administrative Officer or designate determines that doing so supports the recruitment or retention objectives of this policy.

4. Tenancy agreements will include a clause stating that housing units shall not be sublet without the prior consent of the Chief Administrative Officer or designate.

5. Where the number of Village Employees seeking accommodation exceeds the number of available housing units, the Chief Administrative Officer or designate is responsible for assigning housing units. Priority will be determined based on operational requirements, the criticality of the position to the delivery of Village programs, services, and projects, recruitment and retention considerations, and other factors deemed relevant by the Chief Administrative Officer or designate.

COUNCIL REPORT

REPORT DATE: November 3, 2026
MEETING DATE: November 23, 2026

File No. 2240-20

TO: Mayor and Councillors

FROM: Stéphane Dionne, Acting Fire Chief

SUBJECT: Rural Cumberland Fire Protection Agreement Proposed Extension

RECOMMENDATION

THAT Council enter into an agreement with the Comox Valley Regional District to provide fire protection services to the Rural Cumberland Fire Protection Service Area for a two-year term commencing January 1, 2027; and authorize the Mayor and Chief Administrative Officer to execute the agreement.

PURPOSE

The Village of Cumberland currently provides fire protection services to portions of Electoral Area 'A' under an existing agreement that ends on December 31, 2026. Staff is recommending Council enter into a two-year agreement under the same terms as the current agreement with two proposed changes:

- Specifying inspections in the service area are to be done on a complaint basis, and
- Minor change to the timing to confirm the invoice amount to align with BC Assessment revised roll assessed values available end of March every year.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
December 12, 2022	THAT Council enter into an agreement with the Comox Valley Regional District to provide fire protection services to the Rural Cumberland Fire Protection Service Area for a one-year term commencing January 1, 2023; and authorize the Mayor and Chief Administrative Officer to execute the agreement.

BACKGROUND,

The Village of Cumberland Fire Department has provided fire protection services for many years to the areas shown in red on the attached plan, including the rural areas of Royston, Bevan, and Comox Lake. The service includes:

- 24-hour fire protection service,

- Providing advice to the CVRD on fire brigades, water supply, fire protection equipment, enforcement measures, and general fire prevention, and
- The administration of burning permits.

The Village and its employees are indemnified from any legal action and claims through a clause in the agreement, except where there is negligence on the part of the Village.

For this service, the CVRD pays to the Village its proportional cost of the service based on assessed values of land and improvements in the service area. These service costs include contributing funds towards reserves for future purchase of fire trucks and breathing apparatus. The CVRD also contributes for financing costs for the new fire hall.

Impacts of Legislative Change

The British Columbia's new Fire Safety Act came into force on August 1, 2024, replacing the older Fire Services Act of 1996. The key changes are:

- Property owner responsibility
- Risk-based compliance for municipalities (and reactive, complaint-based or owner-requested fire inspection for regional districts)
- Designation of fire safety inspectors and investigators
- Evacuations & enforcement authority
- Update to the firefighter training program

The proposed agreement includes a new item in the services section for fire inspections to be conducted on a complaint-based system in the designated service area, as set out in the Fire Safety Act. This change is not expected to create additional costs for the Village.

Following the legislative change, fire inspections have become an additional consideration in the delivery of fire protection services. This is particularly relevant because inspections were already being provided at two critical infrastructure facilities (Water Treatment Plant, and Courtenay Fish and Game).

There is an important legislative distinction worth mentioning: under the provincial framework, regional districts operate under a reactive inspection model (complaint-based or owner-requested), rather than the municipality's risk-based inspection model.

FINANCIAL IMPLICATIONS

There are benefits to providing this service as it contributes funds to cover the cost of the Village's fire protection service, including capital costs. The amount received by CVRD in 2026 for this service was $247,398.

A minor change is also proposed to the timing to confirm the actual amount to be paid in a year from February 15th to April 15th to better align with final assessed values provided by BC Assessment Authority end of March every year. Those values are used to allocate the Fire Department costs between the Village of Cumberland and Rural Cumberland.

OPERATIONAL IMPLICATIONS

According to the new legislation, CVRD propose adopting a complaint-based approach to inspections. Currently, we understand that CVRD does not have a business licensing program in place that would require periodic fire inspection, like we have in the Village. Therefore, we do not anticipate that the proposed arrangement will require significant additional Village resources.

We recommend analysing the new inspection service at the time of the next agreement renewal to assess whether any changes are necessary. However, should any significant issues arise under the current agreement, we retain the option to terminate the service arrangement by providing six months' written notice.

ALTERNATIVES

1. Council may choose to amend the agreement.

STRATEGIC OBJECTIVE

- ☐ Diverse and Healthy Community
- ☐ Sustainable Service Delivery and Asset Management
- ☐ Community Planning

ATTACHMENTS

- Map of the Rural Cumberland Fire Protection Service Area
- Proposed Rural Cumberland Fire Service Agreement

CONCURRENCE

Annie Bérard-Ball, Director of Corporate Services **ABB**

Respectfully submitted,

Stéphane Dionne

_____
Stéphane Dionne
Acting Fire Chief

Michelle Mason

_____
Michelle Mason
Chief Administrative Officer

This agreement made this _____ day of _____, 2026

BETWEEN:

COMOX VALLEY REGIONAL DISTRICT
770 Harmston Avenue
Courtenay, BC V9N 0G8

(hereafter called the "CVRD")
OF THE FIRST PART

AND:

THE CORPORATION OF THE VILLAGE OF CUMBERLAND
2673 Dunsmuir Avenue
Cumberland, BC V0R 1S0

(hereafter called the "Village")
OF THE SECOND PART

WHEREAS

A. Pursuant to section 263(1) of the *Local Government Act* (RSBC 2015) the CVRD desires to enter into an agreement with the Village for the purpose of providing fire protection to portions of Electoral Area A (Baynes Sound – Denman/Hornby Islands) as established through letters patent and Order in Council 540 dated November 2, 2011 being effective December 31, 2011 known as the Rural Cumberland Fire Protection service area (the Service Area);

B. The CVRD has requested that the Village provide municipal fire protection services for land and improvements within the Service Area of the CVRD;

C. The Village is authorized to enter into an agreement with the CVRD to provide municipal fire protection services pursuant to section 13(1) of the Community Charter, and

D. The CVRD and the Village have resolved to enter into this agreement believing it to be mutually beneficial.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the promises and the mutual covenants and agreements hereinafter set forth in this agreement, the parties hereby agree to the terms and conditions contained in this agreement as follows:

1. DEFINITIONS

(a) "Extraordinary fire" means a fire response call that, in the opinion of the Fire Chief, acting reasonably, requires any of the following:
   i) Use of foam or fire retardant gels
   ii) Fire crew and fire truck
   iii) Specialized machinery costs

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i) Mutual aid costs that is materially beyond what is typically required to respond to a fire in the Village.

(b) "Extraordinary fire costs" means costs, over and above those costs associated with a fire that is not an extraordinary fire.

(c) "Fire Chief" means the person appointed from time to time as the chief of the fire department of the Village or designate authorized by the fire chief to act on his behalf, or the senior ranking member of the fire department of the Village present at the fire.

(d) "Fire Protection Services" means fire services comparable to the fire services provided by the fire department within the boundaries of the Village and includes but is not limited to response to and attendance at all dispatched fire alarms, fire suppression, fire investigation and reporting, hazardous material handling, fire prevention activities, vehicle extrication, first responder medical services, and related activities.

(e) "Net cost" for the purpose of calculating the cost to the CVRD shall mean the Village's budgeted expenditures for the fire protection service for the fiscal year, which for certainty may include any capital costs, debt service costs, or capital reserve funds for capital assets, less any expected revenues and contributions from the capital reserve fund to the fire department, only if the Service Area originally contributed to the capital reserve.

(f) "Scene security costs" means costs associated with securing a fire-damaged premise from unauthorized entry.

(g) "Service Area" means the service area established by letters patent and Order in Council 540 dated November 2, 2011 and by Bylaw No. 192 being "Rural Cumberland Fire Protection Service Establishing Bylaw No. 192, 2011".

(h) "Term" means the period of time commencing January 1, 2027 and expiring on December 31, 2028 subject to an annual appropriation of funds as set out in Section 6.

2. SERVICES

(a) The fire protection service shall be provided within the Service Area on a 24-hour basis from the Village.

(b) The Cumberland fire department resources in the Service Area under this agreement will be under the sole direction of the fire chief.

(c) The number of firefighters and type of apparatus and equipment deemed necessary to provide adequate fire protection services are to be dispatched at the sole discretion of the fire chief or designate and such fire fighting personnel, equipment and apparatus may vary depending on the circumstances of each emergency.

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(d) The Fire Chief will have control, direction and management of all firefighting personnel and apparatus and of all fire suppression and safety measures at a fire in the Service Area. Without limiting the generality of the foregoing, the Fire Chief may order the evacuation of the premises in the Service Area in an emergency arising from a fire or risk of explosion, where in the Fire Chief's sole discretion there is a danger to life or property, and may order the demolition of any building or part of a building in order to prevent the spread of fire or damage to persons or property.

(e) The Fire Chief may order the suspension of the use of water in the Service Area for purposes other than firefighting during an emergency.

(f) In the event of simultaneous fire emergencies, the Fire Chief will have sole discretion as to the deployment of personnel and apparatus of the Village fire department. The Village shall not be held liable in any manner whatsoever for the decision of the fire chief concerning this provision.

(g) The fire suppression service provided by the Village will be dependent on the water available at the site of the fire.

(h) As part of the services provided under this agreement, the Village shall ensure that the Fire Chief or his or her designate provide advice and make recommendations to the CVRD's manager of fire services and other officers and employees of the CVRD in relation to:

i) the establishment and administration of fire brigades and departments;
ii) the provision of adequate water supply and pressure;
iii) the installation and maintenance of fire protection equipment;
iv) the enforcement of measures for the prevention or suppression of fire and the protection of life and property;
v) fire prevention generally;

(i) The Fire Chief shall administer the system for issuing permits for open burning under Bylaw No. 258 being "Rural Cumberland Fire Service Regulations Bylaw No. 258, 2013", as amended from time to time, including the collection of any permit fees. To ensure that the fire chief is able to properly administer this system, the fire chief shall be consulted for input prior to the creation of any bylaw.

3. CONDITIONS OF SERVICE

(a) The CVRD agrees that it:

i) shall maintain fire hydrants within those portions of the Service Area that lie within the Royston water service area of the CVRD;
ii) shall provide accurate mapping that shows locations of hydrants, homes, structures and roads within the Service Area and the CVRD shall be responsible to ensure the accuracy of the mapping and to provide updates to the Village as new developments or changes occur;

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iii) shall appoint the fire chief or their designate as fire inspectors/investigators for the Service Area pursuant to the *Fire Safety Act* of British. Columbia;

iv) shall advise the Village in writing of any proposed changes to or amendments of the rural Cumberland fire protection service establishment bylaw and rural Cumberland fire service regulations bylaw; and

v) shall be responsible for the mutually agreed upon costs associated with an extraordinary fire.

(b) The Village agrees that it:

i) shall use its best efforts to respond to calls in the Service Area but may choose not to respond to locations where the Fire Chief deems the access routes to be unsafe or inadequate for fire department equipment;

ii) shall maintain at all times accurate records, books and accounts respecting the provision of the fire protection services;

iii) shall submit any fire incident reports to the Office of the Fire Commissioner (OFC) that are required by the OFC and that the Fire Chief will report all fire department activity in the service area to the manager of fire protection services at the CVRD by letter, fax or email, for review and statistical tracking purposes;

iv) Shall only conduct fire inspections on a complaint-based system as set out in the Fire Safety Act.

v) shall advise the CVRD as soon as possible when an extraordinary fire takes place in the Service Area and advise if extraordinary fire costs were incurred that will be invoiced to the CVRD;

vi) shall make every effort to mitigate the costs associated with an extraordinary fire.

vii) shall make every effort to inform the CVRD of any large future capital improvements that are planned for the fire department.

4. INSURANCE AND INDEMNIFICATION

(a) The CVRD will indemnify and save harmless the Village, employees, officers, agents, elected officials and members of the fire department from and against all manner of actions, causes of actions, suits, claims, demands, costs (including legal fees), expenses, or liabilities of any nature whatsoever and by whosoever brought, made or suffered, for which the Village shall or may become liable, incur or suffer, any way associated or connected with the provision or failure to provide the fire protection services, whether arising out of injury to person (including death), loss or damage, save and except to the extent that such injuries, loss or damage are caused or contributed to by the negligence of the Village, employees, officers, agents or members of the fire department.

(b) The Village and CVRD shall maintain general liability insurance policies in good standing during each year of the term of the agreement in an amount not less than

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$5,000,000 per occurrence and shall provide copies of all insurance policies to the other party.

(c) The Village shall take out and maintain automotive liability insurance on all vehicles used directly or indirectly in the performance of the fire suppression services under this agreement, protecting against damages arising from bodily injury (including death) and from claims of property damage, in an amount of not less than $5,000,000.

5. RENEWAL AND CANCELLATION

(a) This agreement may be terminated by either party provided notice of termination is given in writing 12 months prior to termination date.

(b) Either party wishing to renew this agreement will advise the other in writing at least six months in advance of the intended date of renewal, and the terms on which such renewal is sought.

(c) This agreement may be amended with the mutual consent of both parties.

6. PAYMENT FOR SERVICES

(a) The annual cost to the CVRD for the provision of fire protection services under this agreement shall be calculated by apportioning the net cost to the Village of operating the fire department less the costs of extraordinary fire suppression and scene security in either the Service Area or the Village to the total net taxable value of land and improvements for hospital taxation purposes within the Service Area divided by the sum of total net taxable value of land and improvements for hospital taxation purposes within the Village and the Service Area.

(b) In 2027 and any subsequent year of the term, the CVRD shall pay the Village the CVRD's share of the Village's net cost in the same year the fire protection service is provided (for clarity, the 2027 CVRD payment to the Village shall be based on the 2026 net cost). The Village shall submit an invoice for payment in August.

(c) An estimate of the net cost of the service calculated under Section 6(a) will be provided to the CVRD by the Village on or before November 15th of the year preceding the calendar year for which it applies, and a final net cost will be provided to the CVRD by the Village before April 15th of the calendar year for which it applies, upon receipt of the revised assessment roll totals.

(d) On or before November 15th of each year, at the time the Village provides the CVRD with the estimated net cost of the service for the upcoming year, the Village shall further provide the CVRD with its five-year financial plan to anticipate budget variations and proposed capital improvements.

(e) The CVRD's share of the final net cost as identified by the Village by April 15th shall be the full and final amount to be paid by the CVRD for that calendar year's service.

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(f) If the actual costs in any given year are less than the final budget amounts submitted to the CVRD for payment, the Village will refund any overpayments. If the actual costs in any given year are more than the final budget amounts submitted to the CVRD for payment, the Village will include this deficit as an adjustment in the following year's net costs submitted.

(g) Where the Village's estimated net cost for an upcoming year's service exceeds the net cost for the preceding year by more than five per cent, the Village's fire department budget will be referred to the CVRD, which will review the budget and make recommendations no later than December 31st to the Village council. The Village will advise the CVRD of their decision on any recommendations on or before January 31st.

7. PAYMENT FOR EXTRAORDINARY FIRE COSTS AND SCENE SECURITY COSTS

(a) When the Village has incurred extraordinary fire costs and / or scene security costs, the Village shall provide to the CVRD an invoice for the proposed charge calculated in accordance with Schedule A.

(b) If the CVRD objects to any amount included as an extraordinary fire cost or scene security cost under section 7(a), it shall within ten business days advise the fire chief in writing of its objection to the invoice and the basis for the objection. The fire chief and the CVRD's manager of fire services shall attempt in good faith to resolve the CVRD's objections and if they are unable to do so, the matter shall be referred to the respective chief administrative officers.

(c) If the chief administrative officers cannot resolve the dispute within 30 days of the dispute being referred, the dispute shall be referred for resolution under section 10(b).

8. NOTICE

(a) Wherever in this agreement it is required or permitted that notice, demand or other communication will be given and served by either party to the other, such notice or demand will be given and served in writing and forwarded to the respective party at the address given in this agreement, provided that either party may change its address by giving the other prior notice of a change in address.

9. EFFECTIVE DATE

(a) Notwithstanding the date of executing or date of reference of this agreement, the effective date of this agreement is January 1st, 2027.

(b) This agreement replaces any previous agreement between the parties dealing with the provision of firefighting, fire protection or fire prevention services to the Service Area or any part of it.

10. GENERAL

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(a) This agreement shall be governed by the laws of British Columbia and is the entire agreement between the parties regarding this subject matter.

(b) In the event of a dispute between the parties regarding this agreement that the parties cannot resolve otherwise, the dispute shall be submitted to arbitration under the *Commercial Arbitration Act* for determination by a single arbitrator mutually acceptable to the parties.

(c) Time is of the essence of this agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this agreement as of the day and year first above written.

COMOX VALLEY REGIONAL DISTRICT

_____

Chair

_____

Jake Martens
General Manager of Corporate Services

VILLAGE OF CUMBERLAND

_____

Mayor

_____

Corporate Officer

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SCHEDULE A

Charges for Extraordinary Fire Costs and Scene Security Costs

Hourly cost of each fire crew and fire truck (1 hour minimum)	Costs are in accordance with the provincially established rental rates for fire apparatus and personnel identified in the Inter-Agency Working Group report as revised from time to time.
Scene security costs	Actual cost
Hourly cost of specialized machinery • (includes heavy machinery required in combating the fire)	Actual cost
Fire retardant gel/per unit cost	Actual cost
Fire retardant foam/per unit cost	Actual cost
Mutual aid costs	Actual cost

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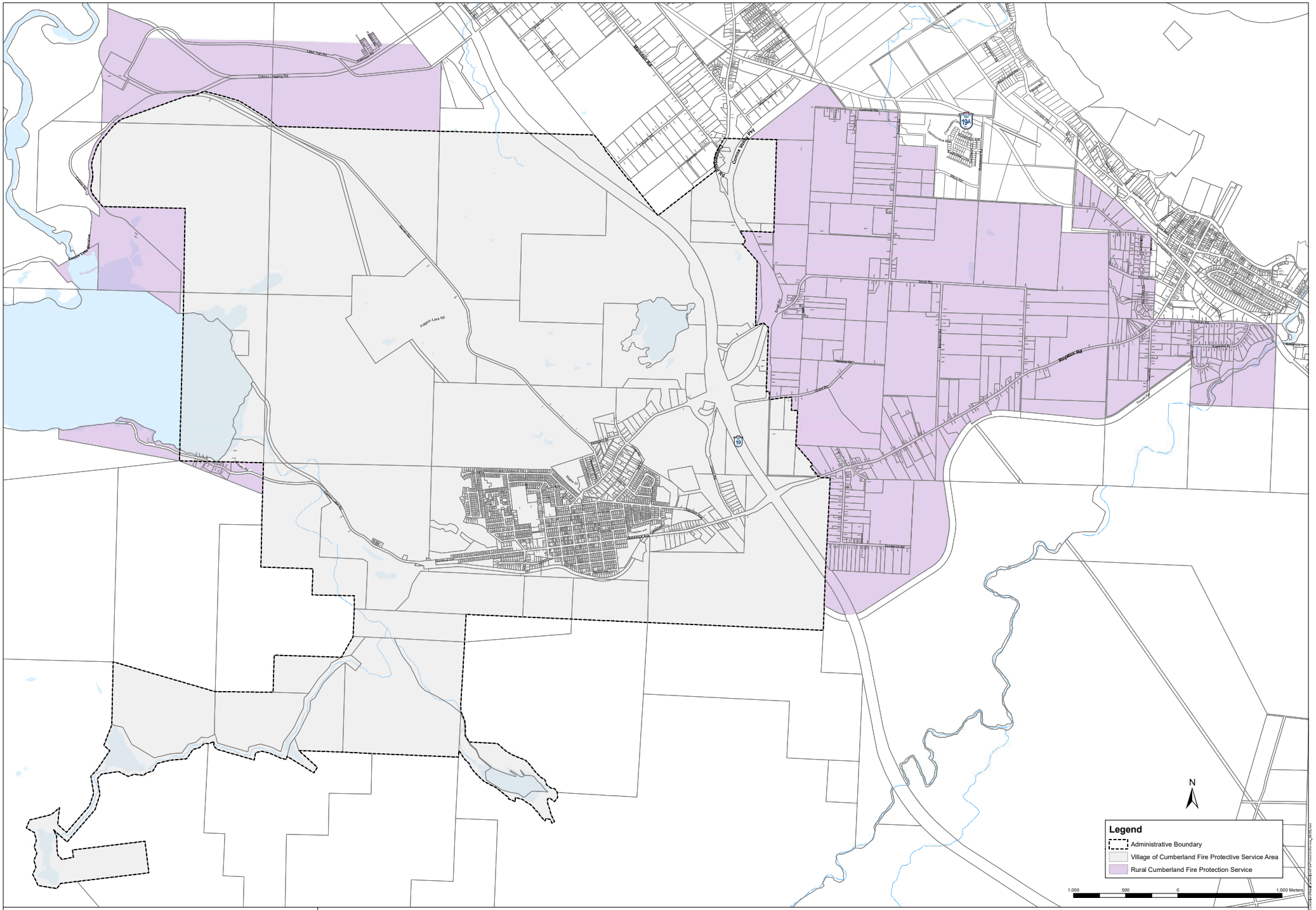


Comox Valley REGIONAL DISTRICT

Cumberland/Rural Cumberland Fire Protection Service

COUNCIL REPORT

REPORT DATE: November 6, 2026
MEETING DATE: November 23, 2026

File No. 7260

TO: Mayor and Councillors

FROM: Stephane Dionne, Acting Fire Chief

SUBJECT: SPU Wildland trailer Inventory

RECOMMENDATION

THAT Council refer budget information for the Cumberland Structure Protection Unit trailer to meet the provincial standards to the 2027-2031 financial planning process.

PURPOSE

The purpose of this report is to:

- present Council with the equipment list of the Cumberland Structure Protection Unit (SPU) trailer and corresponding provincial standard.
- seek Council approval to increase the capital purchase budget to meet the provincial standard for the SPU.

Council previously approved an annual amount of $5,000 per year (capital project) for the upkeep of the trailer and equipment replacement, funded from the BC Wildfire Reimbursement. Additional budget is requested for the replacement of larger equipment such as pumps.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
November 12, 2024	THAT Council direct staff to: Provide a report on inventory and needs planning for wildfire pumps and equipment

BACKGROUND

Staff requested budget for the purchase of a new portable fire pump (WICK 375™ Fire Forestry Pump cost $6,000 plus tax) during a previous budget process. Council then requested that an inventory of the SPU equipment be completed and brought back for consideration.

Cumberland Fire/Rescue (CFR) has been maintaining the Cumberland Structure Protection Unit (SPU) trailer and its associated equipment with a $5,000 annual budget. The trailer is a relatively new asset, approximately 10 years old, that provides an important capability for responding to Wildland-Urban Interface (WUI) incidents within the Village of Cumberland and surrounding area.

While the annual funding supports routine maintenance and upkeep, some of the unit's equipment is aging and requires replacement to ensure continued reliability, operational readiness, and effectiveness during emergency deployments. Additional funding would enable CFR to replace outdated equipment, address emerging maintenance needs, and maintain the SPU to the appropriate operational standard as specified by the Province for SPU Type 2 and detailed in Attachment 1. SPU Type 2 are smaller units, rapid-deployment trailers (typically 22 feet long and under 10,000 lbs) owned by BC Wildfire (BCWS), local fire departments, or private contractors, and equipped to protect roughly 25 to 35 structures. (SPU Type 1 are larger units typically owned by BCWS, holding enough equipment to defend approximately 125 structures)

Continued investment in the SPU will help ensure CFR has the equipment and resources necessary to support structure protection operations, reduce the potential impacts of WUI fires, and help protect residents, properties, and critical infrastructure within the Village and surrounding area.

The Cumberland SPU inventory list and provincial list are included as attachments to provide Council with a clear overview of current stock on hand and allow for comparison with the provincial SPU list.

FINANCIAL IMPLICATIONS

The original $5,000 budget allocation is intended to support equipment maintenance and replacement. The additional funding of $6,000 per year requested for a total of $11,000 is to replace an aging portable fire pump that is becoming increasingly difficult to maintain due to the limited availability of replacement parts when equipment failures occur. The average service life of a fire pump is approximately 20 years. Beyond this period, maintenance costs can increase, replacement parts may become difficult to source, and continued operation may no longer be cost-effective or reliable.

Cumberland SPU and Tenders currently have more than seven portable fire pumps that have exceeded their expected 20-year service life (SPU has five – as listed in Attachment 1). Replacing all these units at once would create a significant financial burden, as each portable fire pump costs approximately $5,000 to $10,000 per unit. To manage these costs responsibly, it is recommended that SPU and Tender 7 develop a five-year phased replacement plan to gradually replace the aging portable fire pumps. With the increased budget, the Wick 375 fire pump (1987) is proposed to be replaced in 2027 and the other four oldest pumps (1985, 1995, 1999 and 2005) are proposed to be replaced between 2028-2031. This would be a project for the next five years and the additional $6,000 budget could be reassessed after the five years to ensure a reasonable contribution is made every year to fund future pump replacements. The remaining of the annual budget money would be used to replace the SPU operational equipment that need to be maintain or replaced. This approach would spread the financial impact across multiple budget cycles while helping maintain equipment reliability, operational readiness, and emergency response capability. The proposed five-year pump replacement plan will be included as a 2027 budget request with proposed funding from Fire Capital Reserve with contribution to reserve from property taxes.

The additional funding would support the immediate replacement of the existing pump, while the proposed long-term plan would provide a sustainable approach to managing the replacement of the remaining aging units.

Of note, the original annual $5,000 budget allocated towards the SPU equipment replacement was funded from the BC Wildfire Reimbursement. This source of funding has now been completely used up and funding from the Fire Capital Equipment Reserve could be considered with an equivalent increase in contribution to reserve from property taxes. This will also be brought forward for Council consideration during the 2027 budget discussion.

OPERATIONAL IMPLICATIONS

This project will enhance the level of service provided by the fire service while reducing long-term maintenance and operational costs. It will also significantly improve our ability to establish a reliable and sustainable water supply in remote areas, particularly during WUI fires.

In areas where traditional water supply infrastructure is limited or unavailable, the project will allow us to utilize natural water sources, such as lakes and creeks, to provide the necessary water supply for firefighting operations.

To achieve this, the pumping system must be equipped with high-pressure pumps capable of delivering sufficient water volume and pressure over extended distances and significant elevation changes. This capability is essential to ensure water can be moved from remote water sources to fireground locations where it is needed most.

Ultimately, this project will improve our operational effectiveness, increase our firefighting capacity, enhance firefighter safety, and provide a more dependable water supply for protecting remote communities and properties during WUI fire incidents.

CLIMATE CHANGE IMPLICATIONS

No effect in climate change.

ALTERNATIVES

1. Council may request more information.
2. Not take any action at this time.

STRATEGIC OBJECTIVE

- ☐ Diverse and Healthy Community
- ☒ Sustainable Service Delivery and Asset Management
- ☐ Community Planning

ATTACHMENTS

1. Inventory of Cumberland SPU
2. Provincial Standard list for SPU Type 2

CONCURRENCE

Annie Bérard-Ball, Director of Corporate Services, **ABB**

Respectfully submitted,

S. Dionne

_____
Stéphane Dionne, BAB-ES, MMM, CD
Acting Fire Chief

M. Mason

_____
Michelle Mason
Chief Administrative Officer

Cumberland SPU list

Items	QTY	Province standards (SPU Type 2)
Wheel Barrow	1	0
1 ½ forestry water thief	31	100
2 ½ forestry water thief	7	15
1 ½ wye valves	4	
1 ½ threaded cuplink	1	
5/8 straight water valves	5	
1 ½ end caps	17	
2-inch gate	4	
5/8 wye valve	1	
2-inch wye	1	
2-inch to 1-inch water thief (treaded)	1	5
1 ½ inch quick connect cuplink	3	
5/8 lawn spike sprinklers	38	50
5/8 wall mount sprinklers	45	50
5/8 wasp sprinklers with wyes	9	0
5/8 wasp sprinklers without wyes	11	25
wasp sprinkler brackets	20	25
wasp sprinkler pole	1	1
Hoses		
Hard suction hose 2 1/2"	4	6
100 foot 1 inch hose with 1 ½ inch quick connect	1	50
100 foot 1 ½ inch hose	17	
50 foot 5/8 hose	60	250 total
100 foot 5/8 hose	11	
Orange 5/8 hose	7	
1 ½ diameter 6 foot vibration hose	5	
Hard wear 5/8 "		
1 ½ inch checks valves	2	
5/8 hose whip with spring guards	11	
5/8 double female connectors	9	
double male connecters	9	
5/8 “o” rings	19	
5/8 nozzles	10	
5/8 y” Splitters	1	
5/8 end caps	25	
5/8 magnet sprinkler pole caps	4	
5/8 non-magnet sprinkler pole caps	3	
5/8 piercing nozzle	1	
500 gl portable tanks	2	
Hand tool		
Polaski	4	
Polaski	4	
spade shovels	4	
self standing water sprinklers	2	
2-inch to 1-inch metal wye valve	1	
assorted nozzles	6	
forestry wye valves	5	
gas tanks with quick connects	3	12
foam nozzle	1	

Pump	Year	Serial #	Location	Province standards (SPU Type 2)
Mark 3	1987	94657	SPU	Total 6
Wick	2012	59864	SPU	
Wick	2012	59875	SPU	
Honda	1999	GX610	Tender 7	No meet STD
Honda	1995	GX610	Tender 7	No meet STD
Honda	2005	WX15T	Tender 7	No meet STD
Floating	1985	Waterous	Tender 7	No meet STD
Honda	2010	WX15T	Unit 3	No meet STD

SPU Inventory Inspection Contractor / Fire Department Name: _____

Inspected by: _____ Date: _____

Category	Item	Description	Quantity	Enter QTY or Notes
Pump Tool Kit boxes	Each box contains all the items in the SPU Pump Toolbox Content list below.		6	
Pumps Serial #'s _____ _____ _____ _____ _____ _____	High Pressure Mark 3 and Wick 375	Either: 6 Mark 3's or Wicks **or** 5 Mark 3's or Wicks and 1 BB 4 Pumps recorded on list provided to BCWS	6	
Suction Hoses	2"/ 51mm Suction hose x 10' / 3.2m	with aluminum foot valve & strainer	7	
Fuel Cans	Fuel Cans	25 Litre Jerry Cans	12	
Fuel Lines	Fuel Lines	Single Can	8 single lines total; 1 in each pump box and 2 spares	
Fuel Lines, extra	Extra Fuel lines	Dual fuel line for pumps	7	
Motor Oil	Mixed oil	12 Litre Case 2 cycle synthetic oil	2	
Berms	Portable Berms	4' x 4' for pump site containment	2	
Hose, BCT = BC Thread	2.5"/64mm diameter Non-percolating	50' / 15.2m BCT couplings 600 psi 4200 kPa to BCWS specifications	20 see note below	
Hose, QC = Quick Couple	1.5"/ 38mm diameter percolating	100' / 30.5m QC 300 psi to BCWS specifications 2100 kPa	25 see note below	
	1.5"/38mm diameter percolating	50' /15.2m QC 300 psi to BCWS specifications 2100 kPa	50 see note below	
Hose, GHT = Garden Hose Thread	Econo 5/8"/ 16mm or ¾" / 19mm diameter hose	50' /15.2m with ¾"/19mm GHT couplings 300 psi 2100 kPa	150	
	Econo 5/8"/16mm or ¾" diameter hose	25' / 7.62m or 30 ' / 9.1m with ¾" 19mm GHT couplings 300 psi 2100 kPa	100	
Nozzles	¾"/19mm GHT thread	Brass	5	
Valves	1.5"/ 38mm	3 way QC with shutoff	30	
Sprinklers	Roof butterfly ½"/ 13mm head	39.5"/ 1m overall length aluminum pole with ¾" / 19mm M x FGHT threads (4.3 USGPM / 19.5 LPM @ 50 psi / 345 kPa = 26' / 7.9m wetted radius)	30	
	Washing Machine Hoses	5' or 6'	15	
	End Caps	¾" FGHT	15	
	Impact Sprinkler	Large 1" / 25mm or ¾" / 19mm, ½" / 13mm steel dual step spike, brass head, full circle impact 7/32" / 5.6mm nozzle, 7.8 USGPM / 35.5 LPM @ 50 psi / 345 kPa = 55' / 16.8m wetted radius), **or** 3/16" / 4.8mm nozzle, 5.8 USGPM / 26.4 LPM @ 50 psi / 345 kPa = 51' / 15.5m wetted radius	50 (up to 25 can be offset sprinklers if have 50% as step spike, also can substitute medium for large)	
	Impact Sprinkler	Small ½" / 13mm, steel dual step spike, brass head, full circle impact 5/32" / 4mm nozzle, 4.3 USGPM / 9.5 LPM	50 up to 25 can be offset sprinklers if	

		50 psi / 345 kPa = 41' /12.5 m wetted radius) **or** 764" / 2.8mm nozzle, 2.0 USGPM / 9.1 LPM @ 50 psi / 345 kPa = 36' / 11 m wetted radius	have 50% as step spike; can substitute medium sprinklers for small but smaller nozzles are required	
	WASP Gutter Mount Sprinkler	Large, 5.0 USGPM @ 50 PSI Gutter Mount	25	
	WASP Gutter Mount Bracket	Fascia/Fence Brackets	25	
	Painter's Pole	Adjustable 12'	1	
Water thieves	2.5"/ 64mm M x F BAT thread x 1.5"/ 38mm QC	Pyrolite	15	
	1.5"/ 38mm QC x ¾"/ 19mm male GHT with shutoff	Pyrolite or plastic	100	
Adapters	Valves, couplers, wyes	2.5"/ 64mm hydrant gate valve F x M BCT	2	
		2.5" / 64mm BCT double female coupling	1	
		2.5" / 64mm BCT double male coupling	1	
		2.5" / 64mm BCT gated wye	1	
		2.5" / 64mm BCT to 1.5" 38 mm QC	5	
		Hydrant wrench	2	
	Miscellaneous ¾" / 19mm GHT (Econo)	3-way ¾" / 19mm GHT individually gated	20	
		¾" / 19mm GHT double female adaptor	25	
		1.5" / 38mm QC x 3/4" / 19mm GHT male reducers	5	
		1.5" / 38mm QC x 3/4" / 19mm GHT female increasers	5	
		3/4" / 19mm GHT Ball valve shutoffs	10	
Portable Tank (Relay Tank)	Portable tank	2500 imperial gallon / 11,365 Litre	2	
	Drain valve kit	3" / 76mm M to 2" / 64mm M drain valve assembly with shutoff	2	
Ladders	Extension	24' / 7.3m Grade A	1	
Lighting Kit	Generator	2,500 watts minimum	1	
	Halogen or LED yard light	Double head with stand or similar	2	
	Extension cord	50' / 15.2m 12 gauge	2	
	Power bar	Exterior Rated	1	
Fire Fighting tools	Shovel	Spade	1	
	Pulaski		1	
	McLeod Tool		1	
	Axe	2.5 lb / 1.1kg 28" / 71cm handle	1	
	Backpack pump	5 gal / 22L collapsible	1	
Impact Tool Kit	Impact driver only	with case, charger, 2 batteries, bit set	2	
Two Carpenters Tool Kits boxes:	Tool belt	4 pockets	1	
	Claw hammer		1	
	Pry bar	18"/ 46cm	1	

Each Tool Kit must contain these items in each box	Staple gun	(or hammer) with staples	1	
	Pliers	Channel lock 10” / 25cm	1	
	Screwdriver	Multi	1	
	Wrench	Crescent 6” / 15cm	1	
	Wrench	Crescent 10” / 25cm	1	
	Wrench	Pipe 14” / 36cm	1	
	Conduit clamps	50 – 3/8” / 9.5mm in bag 2 hole	4	
	Pipe strapping	100 feet	1	
	Tin snips	+- 10”/ 25cm	1	
	Screws	100 – 1 ¾”/ 44mm	4	
	Screws	100 – 2 1/2”/ 64mm	4	
	Nails	50 – 2 1/2”/ 64mm duplex	4	
Poly	Rolls	2000 square foot 61m x 6ml Heavy (roll is 20’ x 100’)	2	
Sign boards	Chloroplast / Felt marking pens	2’ / 61cm x 2’ / 61cm blank	20	
Tape	Flagging Tape Rolls	Red, orange, yellow, blue, green (2” including corresponding identification wording clearly legible “SPU” in black)	5 of each colour	
	Teflon		2 rolls	
	Duct		2 rolls	
	Electrical		2 rolls	
Rags	Rags	Box (1 kg)	2 boxes	
Miscellaneous Tools	Rake	Leaf	1	
	Broom	24” Push	1	
	Cutters	Bolt 24”/ 61cm or 36” / 91cm	1	
	Saw	Carpenter hand	1	
	Circular saw, wood	Electric - cordless	1	
Trailer Misc.	Tie down straps	15” / 38cm bungee cords	5	
		20” / 51cm bungee cords	5	
		30” / 76cm bungee cords	5	
		Cargo shelf strap 6’ / 1.8m	5	
		Ratchet (Pair)	1	
Rope	Poly rope -3/8”/9.5mm	500’ Roll	1	
Safety items	Fire extinguisher	5 lb / 2.2 kg ABC	1	
	First Aid Kit	Level 1 Minimum	1	
	Cones	Safety marker 18” / 46cm	2	
	PFDs	Personal Floatation Devices	2	
Chainsaw Kit	Chainsaw	Min. 57 cc with 20” / 51cm bar	1	
	Chainsaw gas can	5 L	1	
	Chain oil	4 L	1	
	PPE	Chaps, regular	1	
	Tool kit	Bar wrench, grease gun, spare spark plug, chain filing gauge	1	
	Files	Chain & Raker	2	
Miscellaneous	Machete	24” / 60cm	1	
	Wheelbarrow or Cart	Contractor Grade	1	

As of MARCH 1, 2023, the following hose specification requirements must be met:

- 15 ft econo hose will no longer be accepted and hose length must be 25 foot or 30 foot.

Hose description specifications – 1 ½”

Hose must meet the following specifications:

- FIREBREAK II, percolating hose, manufactured by Mercedes Textiles Limited: is the current BCWS hose standard.
- Hose must be 38mm in diameter, 100% synthetic, percolating forestry hose and must meet ULC – S519.1-14 “Standard for Synthetic Percolating Forestry Hose”.
- Hose must be in 30.5m lengths or 15.25m and coupled with two (2) forged, external-lug quarter turn couplings, complete with face washers and must meet ULC-S551-13 “Standard for Forged External-Lug, Quick Connect Couplings and Adapters for Forestry Fire Hose”. Couplings must have ULC Stamp.
- Hose must have a 27mm long expansion ring with back up and face washers for the couplings.
- Hose will have ULC stamp, hose type identification, the year of manufacture and batch number. The identifiers are to be placed immediately after the specification marking, approximately one meter from each end of the hose in addition to being placed at the center of the hose.

Hose description specifications – 2 ½”

- Hose must meet the following specifications and other manufactured hose will not be considered.
- Each hose end must have: aluminum coupling 2 ½” X 2 ¾” BAT, (Right/Left set) one end is the Female threaded coupling and the other end is Male Threaded.
- FORESTGUARD II hose, manufactured by Mercedes Textiles Limited: is the current BCWS hose standard.
- Specifications of this hose are:
- Hose must be 64mm in diameter, 100% synthetic, non-percolating forestry hose and must meet ULC – S518.1.
- Coupled with Two (2) extruded aluminum and hard coat anodized male & Female threaded couplings - 2½” X 2¾” BAT, (Right/Left set).

SPU Pump Toolbox Contents:

Toolbox, for storage of following:

Aluminum ball back check valve for discharge side of pump QC.
Spark plug, spare for pump.
Rewind rope, spare for pump.
Mesh wire screen to wrap foot valve.
Water thief 1.5” / 38mm QC to ¾” / 19mm GHT with shutoff.
¾” / 19 brass nozzle.
1.5” / 38mm QC 10’ 3.2m high pressure (450 psi 3150 kPa) “pony” hose for tandem hookup or first length before back check valve.
1.5”/38mm QC nozzle, 4 in 1 multi-orifice (i.e. Hansen).
Priming bucket, collapsible.
3-way valve with shutoff 1.5”/ 38mm QC.
Mini grease gun for pump.
Tool kit appropriate for pump (consult MFG and need to be listed).
Hose wrench for suction hose.
Tandem adaptor 2” / 51mm F NPSH x 1.5” QC to run 2 pumps in series.
1.5” / 38mm male adaptor NPSH x QC.
1.5” / 38mm female adaptor NPSH x QC.
Single fuel line for pump.
Gasket kit (spares for GHT fittings, pump, suction hose, discharge hoses).

Comments:

COUNCIL REPORT

REPORT DATE: November 12, 2026
MEETING DATE: November 23, 2026

File No. 0530-03

TO: Mayor and Councillors

FROM: Rachel Parker, Corporate Officer

SUBJECT: Council Member Appointments to Community Organizations

RECOMMENDATION

THAT Council consider Council member appointments to the

- Comox Valley Coalition to End Homelessness
- Comox Valley Early Years Collaborative
- Comox Valley Healthy Aging Community Collaborative
- Comox Valley Regional Food Policy Council
- Comox Valley Social Planning Society
- Comox Valley Substance Use Strategy
- Welcoming Communities Coalition

PURPOSE

The purpose of this report is to present the opportunity for Council to appoint members to a number of regional community organizations.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
Oct 28 2024	That Council make the following appointments: a. Comox Valley Coalition to End Homelessness: Councillor Ward as liaison and Councillor Therrien as alternate liaison, b. Comox Valley Early Years Collaborative: Councillor Borecky as liaison and Councillor Therrien as alternate liaison c. Comox Valley Regional Food Policy Committee: Mayor Brown as liaison d. Welcoming Communities Coalition (Immigrant Welcome Centre): Councillor Ward as liaison

	e. Homelessness and Affordable Housing Select Committee: Council Ward, and Councillor Therrien as alternate
Nov 7 2022	Comox Valley Coalition to End Homelessness: Councillor Ketler Comox Valley Food Policy Committee: Councillor Ketler for a two-year term Comox Valley Social Planning Society: Councillor Ketler

BACKGROUND

Regional community organizations often invite municipal councils in the Comox Valley to appoint members to various working groups and coalitions to collaborate and act as liaisons.

The list below includes organizations that the Council has had Council appointments in the last Council term, as well as new organizations requesting appointments. The invitations received for this coming term are attached to this report.

Organization	**Past Liaison**
Comox Valley Coalition to End Homelessness	Councillor Ward
Comox Valley Early Years Collaborative	Councillor Therrien, alternate
Comox Valley Healthy Aging Community Collaborative	None
Comox Valley Regional Food Policy Council	Mayor Brown
Comox Valley Social Planning Society	Mayor Brown
Comox Valley Substance Use Strategy	None
Welcoming Communities Coalition	Councillor Ward

Conflict of Interest Exceptions Regulation

In 2016, the Province established a regulation under s. 104 of the Community Charter, Exceptions From Conflict Restrictions, that sets out prescribed pecuniary interests that are not subject to the pecuniary conflict of interest restrictions. Generally, the pecuniary interests of a Council members is exempted from being a conflict where Council has appointed that Council member to society or corporation board that provides a service to the municipality.

The appointments brought forward in this report do not appear to be governing or decision-making bodies and therefore would not be subject to the Regulation. In effect these appointments are akin to non-voting liaisons and/or volunteers to the organizations.

FINANCIAL IMPLICATIONS

None.

OPERATIONAL IMPLICATIONS

None.

CLIMATE CHANGE IMPLICATIONS

None.

ALTERNATIVES

1. Council may choose not to make an appointment to regional organizations.
2. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- ☐ Diverse & Healthy Community
- ☐ Sustainable Service Delivery & Asset Management
- ☐ Community Planning

ATTACHMENTS

1. Comox Valley Food Policy Council
2. Comox Valley Healthy Aging Community Collaborative
3. Comox Valley Substance Use Strategy

CONCURRENCE

Annie Bérard-Ball, Director of Corporate Services **ABB**

Respectfully submitted,

R. Parker

_____
Rachel Parker
Corporate Officer

M. Mason

_____
Michelle Mason
Chief Administrative Officer

October 26, 2026

Attn: Village of Cumberland Mayor and Council

RE: Request to the Village of Cumberland to appoint a Director to sit as a member on the Comox Valley Food Policy Council (CVFPC)

This letter is a formal request to the Mayor and Council to appoint one Mayor or Director to sit on the CVFPC for a 2-year term starting November, 2026. Terms are renewable and there are no limits to the number of terms.

The purpose of the CVFPC is to support regional, municipal and First Nations governments, and community leaders in incorporating food systems considerations into planning processes and initiatives, where appropriate. The CVFPC promotes knowledge-sharing, encourages best practices, and advocates for policies that strengthen local food production, improve food access, and build a resilient local food system.

The CVFPC has been in operation since November 2019, initiated by a motion at the CVRD Board of Directors to support its establishment. LUSH Valley coordinates and provides administrative support to the group.

The appointed Council member would act as a liaison between their municipality and the CVFPC, attending monthly Meetings of the Whole and contributing to discussions on local food systems policy and initiatives. This appointed member will also be asked to sit on the Municipal Policy subcommittee, which meets once per month.

Please note that our current Terms of Reference allow for any interested community members to submit an Expression of Interest to sit on the CVFPC. Any interested Councillor that is not appointed is encouraged to apply to join the CVFPC through this process.

For more information on the CVFPC including the Terms of Reference, Expression of Interest form and monthly activity updates, please visit lushvalley.org/cvfpc/about/

Please don't hesitate to contact us should you require further information in order to support this decision.

Sincerely,

Maurita Prato,
Co-Chair, Comox Valley Food Policy Council

Naomi Robert,
Co-Chair, Comox Valley Food Policy Council

DRAFT TERMS OF REFERENCE

Drafted September 2026 by Rhianna Nagel, Hornby Denman Health Seniors Services Manager for the Comox Valley.

This is a draft to get this work started. We can shape the language, membership, roles, emphasis, timelines, etc together.

Comox Valley Healthy Aging Community Collaborative

1. Background

Healthy Aging Community Collaboratives exist across British Columbia. They are a United Way's Healthy Aging initiative within their Social Prescribing program. Healthy Aging Community Collaboratives (HACCs) bring relevant organizations together to strengthen support for older adults in their community. HACCs *are not*: a partner list, a drop-in site, an informal network without shared priorities, a one-to-one partnership (though these can form from collaboratives), nor a table that only shares updates. HACCs *are*: a working structure with shared goals, a collective approach to problem solving, and a structure that exists beyond program operations. There are a number of networks and tables in our community that focus on issues such as housing. We recognize their value and want to participate where possible and needed at those tables. We don't want to replicate but want a conversation that holistically centers seniors.

2. Purpose & Mandate

The Comox Valley Healthy Aging Community Collaborative (CV-HACC), coordinated by Hornby Denman Health through our Social Prescribing program, is a multi-sectoral leadership and essential workers roundtable established to improve seniors support systems in the Comox Valley. We work from an assets-based perspective, focusing on housing stability, social inclusion and participation, independence, food security, transportation, the continuum of care, and system navigation for seniors (65+) across the Comox Valley Regional District. We identify, share, and mobilize existing regional strengths, such as housing supports, physical spaces and community programs, as well as identify and address regional challenges. We're better together….and it might even bring more joy to our work ;)

The CV-HACC is made up of two tables:

1. Executive Leadership Table: strategic table for those with decision-making power in their organizations to map assets, envision and implement systems change initiatives, collaboratively problem-solve, and create and strengthen operational and advocacy alliances.

2. Essential Workers Table: sharing, learning, asset-mapping, referral clarity, problem-solving and connecting table for those working directly with seniors in the Comox Valley.

2. Strategic Objectives in Support of Health and Wellness for Seniors in the Comox Valley

Regional Asset Mapping: Compile, publish, and maintain a living Comox Valley Seniors Community Asset Map covering housing developments, shelter/drop-in supports, food security networks, transit routes, social connection programs, and paperwork/navigation supports.

Housing & Non-Medical System Navigation: Streamline cross-agency referral pathways (including social prescribing, Pathways BC, housing intake, and warm handoffs) to prevent vulnerable, housing-insecure, or isolated seniors from falling through organizational and/or systems' cracks.

Barrier Elimination & Prevention: Engage in collaborative problem-solving around key equity barriers, including seniors homelessness prevention, housing affordability, rural transit access, and food security.

Coordinated Regional Advocacy & Regional Alignment: Speak with a unified regional voice (where appropriate and possible) to optimize outreach, advocacy and fundraising initiatives across the region, align service delivery, address systemic gaps in housing/transit/food, and support local healthy aging initiatives.

3. Membership & Composition

The Collaborative brings together leaders, service providers, and advocacy voices across six core sectors in the Comox Valley:

Housing-focused Agencies/Organizations/Programs:

- Invitees (more welcome!): Seniors Support North Vancouver Island (SSNVI), Comox Valley Kiwanis Village, Comox Valley Transition Society (CVTS), Comox Valley Affordable Housing Society (CVAHS), BC Housing, Comox Valley Coalition to End Homelessness, Dawn to Dawn Action on Homelessness Society.

Senior-focused Hubs & Community Agencies/Organizations/Programs:

- Invitees (more welcome!): d'Esterre Seniors' Centre, The Evergreen Club (City of Courtenay), Hornby & Denman Health Care Society, Comox Valley Health Care Foundation, Comox Valley Community Justice Centre, Comox Valley Elders Take Action (ETA), Glacier View Lodge (Adult Day Program), Wachiay Friendship Centre, Canadian Red Cross - Courtenay, Canadian Mental Health Association.

Transportation-focused Agencies/Organizations/Programs:

- Invitees (more welcome!): Comox Valley Regional District (CVRD), BC Transit, PWTransit Canada, Comox Valley Social Planning (Transit Users Committee).

Food-focused Agencies/Organizations/Programs:

- Invitees (more welcome!): LUSH Valley Food Action Society, Comox Valley Food Bank, St. George's United Church (Sonshine Lunch program), Sunday Station, Bread of Life Food Share, St. Peter Anglican Church (The Blessings Boutique and the Food Shelf).

Health-focused Agencies/Organizations/Programs:

- Invitees (more welcome!): Island Health (Primary Care Network, Comox Valley Nursing Centre, Counselling and Mental Health Support, Comox Valley Hospice Society, Geriatric Specialty Services, Counseling and Mental Health Support), Comox Valley Community Health Network (CVSP), Substance Use Strategy Collaborative (Indigenous Women Sharing Society), Community Health Services, Comox Valley Hospital, Comox Valley Healthcare Foundation.

Local, Regional and Indigenous Government:

- Comox Valley Regional District (CVRD), Member of the Legislative Assembly's Office, municipal representatives (Courtenay, Comox, Cumberland, Islands Trust), K'ómoks First Nation (ElderPlex and Assisted Living), Medical Health Officer (North Island).

4. Roles & Responsibilities

Member Responsibilities

- Attend regularly scheduled Collaborative and associated Table meetings (or send a designated alternate).
- Actively contribute organizational data and knowledge to the Regional Asset Mapping process (including housing units, food programs, and transit capabilities).
- Share information on emerging community needs, housing vulnerabilities, program updates, operational challenges, and joint funding opportunities.
- Promote cross-referral pathways and warm handoffs between member agencies.
- Respect privacy, data-sharing protocols and each other.

Host Agency / Facilitator Role (Manager of Seniors Services, CV - HDH; Community Connector, CV - HDH)

- Prepare and distribute agendas, meeting materials, and minutes.
- Host meeting logistics and facilitate collaborative discussions.
- Maintain and publish the centralized Comox Valley Regional Asset Map.
- Facilitate intake triage protocols ensuring complex navigation and housing cases are warm-transferred to North Island Senior Services and specialized housing partners.

- Serve as the liaison to United Way BC, Island Health, and regional funders.

5. Governance & Decision-Making

Consensus Model: The HACC operates on a consensus-seeking model. Decisions regarding regional asset publications, joint advocacy, or shared initiatives will be made by broad agreement among attending members.

Independence: HACC Membership does not compromise or alter the individual autonomy, operational governance, or funding structures of any participating member organization.

6. Meeting Schedule & Dual-Table Structure

Executive Leadership Table: Quarterly meetings (starting January 2027); focus on regional asset mapping, multi-sector alignment, and systemic barriers.

Essential Workers Table: Bi-Monthly meetings (every two months, starting late November 2026); for essential workers to share experiences and to manage intake, cross-referrals, and direct service coordination.

Healthy Aging Community Collaborative: Annual meetings for the whole group (both tables).

- Inaugural Collaborative Meeting: To be scheduled for early November 2026; for the group to clarify and finalize Terms of Reference and table participation, and for co-learning and networking in an Asset Mapping Workshop.

Format: Hybrid (in-person - location TBD - with video conferencing option to accommodate participation needs).

7. Review & Term

These Terms of Reference will be reviewed annually by the membership to ensure alignment with regional priorities.

Proposed adoption date: November 2026

From: CVSUS Coordinator <cvsus22@gmail.com>
Sent: October 23, 2026 3:36 PM
To: Village of Cumberland <info@cumberland.ca>
Subject: Mayor & Council , Request for Representatives for Comix Valley Substance Use Strategy Collaborative

Dear Mayor & Council Members,

Congratulations on your recent election in the Village of Cumberland!

As we continue our work with the Comox Valley Substance Use Strategy Collaborative (CVSUSC), we would love to invite your councils to appoint a representative to participate in our collaborative monthly meetings and our specific action tables.

Here is our November 2026 meeting schedule and locations:

- Collaborative Monthly Meeting: Tuesday, November 3, 2026, from 9AM – 10:30 PM (On Zoom)

- Action Table #2 (OPS, OAT, CRCL, Prescribed Alternatives): Tuesday, November 10, 2026, from 10:00 AM – 11:30 AM (In-person at AVI Health and Community Services)

- Action Table #4 (Seniors): Thursday, November 12, 2026, from 1:30 PM – 3:00 PM (In-person at the Comox Valley Exhibition Grounds, Activity Room A)

Please let us know who your designated representatives will be. We look forward to working together!

Warm regards,

Patti Alvarado

Coordinator
Comox Valley Substance Use Strategy Collaborative

I acknowledge that I live and work on the traditional unceded territory of the Komoks First Nation , the keepers of this land for time immemorial.

COUNCIL REPORT

REPORT DATE: 11/12/2026
MEETING DATE: 11/23/2026

File No. 1820

TO: Mayor and Councillors

FROM: Annie Bérard-Ball, Director of Corporate Services

SUBJECT: 2027 Utility Rates and Frontage Tax Amendment Bylaws

RECOMMENDATION

THAT Council give first, second and third reading of the:

a. Solid Waste Collection Fees Amendment Bylaw No. 1275, 2026;
b. Water Rates Amendment Bylaw No. 1276, 2026;
c. Sanitary Sewer Rates Amendment Bylaw No. 1277, 2026;
d. Water Service Frontage Tax Amendment Bylaw No. 1278, 2026;
e. Sewer Service Frontage Tax Amendment Bylaw No. 1279, 2026;
f. Storm Water Service Frontage Tax Amendment Bylaw No. 1280, 2026; and

THAT Council direct Staff to prepare a parcel tax bylaw, levied as a single amount per parcel, to fund 50% of the wastewater capital upgrades debt repayment cost, for consideration and implementation in 2027.

PURPOSE

The purpose of this report is to present Council with the 2027 Water Rates, Sanitary Sewer Rates and Solid Waste Collection Fees and Frontage Tax Amendment Bylaws for consideration of first, second and third reading.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
2025-12-08	THAT Council adopt the Solid Waste Collection Fees Amendment Bylaw 1248, 2025.
2025-12-08	THAT Council adopt the Water Rates Amendment Bylaw 1249, 2025.
2025-12-08	THAT Council adopt the Sanitary Sewer Rates Amendment Bylaw 1250, 2025.
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.
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.

BACKGROUND

Process

The proposed financial planning process for 2027 has been adjusted due to the October 2026 municipal election and following Council onboarding and strategic planning activities. Committee of the Whole budget workshops are usually held mid-October every year and the 2027 budget workshop sessions are scheduled mid-January 2027 to accommodate the revised schedule.

To have the new utility rates effective as of January 1, fee bylaws must be approved by Council prior to the new year. Approving fee bylaws in the current year would lead to prorated fees, which can create confusion and require additional explanation for the public and additional work from Village staff when processing utility bills. The proposed 2027 frontage tax amendment bylaws are also included with this report to give Council a comprehensive view of the 2027 combined estimated increase for utilities, however frontage tax bylaws can be adopted any time prior to May 15.

The proposed 2027-2031 Financial Plan and 2027 parcel tax, if applicable, will be presented to Council in March 2027.

Utility Budgets

The following guidelines were used to develop the utility fees and frontage tax rates as detailed in the attached proposed amendment bylaws. The utility budgets achieve the following:

- Fund operations for current service levels and increased service levels for the solid waste automatic collection system. Water, sewer and storm are self-funded services;
- Fund estimated operating costs, including debt repayment costs, associated with the wastewater capital upgrades;
- Fund estimated asset replacement costs for the water treatment and reservoir facilities and wastewater treatment facility; and
- Stabilize rate increases required from 2027 to 2031.

The bylaws attached for Council consideration are only for 2027 rates and staff will review usage and cost estimates and confirm rates every year.

SOLID WASTE COLLECTION

The solid waste collection revenues are based on a flat fee structure with one fee per unit for all single-family, multi-family, and ICI customers. Residential revenues represent approximately 96% of the total revenues required for solid waste operations, while ICI represents approximately 4%.

Automated cart system

In April 2026, Council approved transitioning from a manual solid waste collection service to an automated cart system collection service: April 27, 2026 Council Meeting Agenda.

Transition is tentatively scheduled for summer 2027. While no significant increase is expected for the automated service at this time, staff will review and bring new rates for Council consideration in spring 2027 to account for changes in service provided. Rates may vary with cart sizes and new fees may apply for cart exchange and assistance set-out.

Solid waste collection rates included in the proposed Bylaw 1275 would essentially be valid until the start of the new automated collection service. Rate for manual service and new rate for automated service may have to be prorated for Q3 billing depending on effective transition date.

Comox Strathcona Waste Management Service

CVRD considered significant changes and increases to their Comox Strathcona Waste Management Service fee structure at their September 10, 2026 CSWM Board Meeting: 2027-2029 CSWM Service Funding Analysis and Recommendation. Three options are considered and could impact both the 2027 annual tax requisition for solid waste and 2027 tipping fee rates. CVRD board is expected to make a decision at their December 10, 2026 board meeting.

Estimated impact for Cumberland varies for each option ranging from no change to the tax requisition amount (was $190,549 for 2026 for Cumberland) to a possible increase of $128,200 for 2027. Options proposed for tipping fee rates could results in estimated savings of $17,500 for Cumberland for 2027 (where a reduction is considered and revenue is shifted to tax requisition) to a possible increase of $14,560.

As a precaution, the maximum increase for tipping fees (Option 2: Municipal Solid Waste – Garbage +15.2% and Organics +4.3%) has been included in the proposed solid waste rate for 2027. An increase for annual inflation for the collection service provided by Emterra Environmental has also been incorporated in the proposed 2027 rates. Any increase in the CVRD tax requisition amount for solid waste would be directly passed down to property owners on their annual 2027 tax notice, with no impact to the Village operating costs or solid waste user rates.

Proposed increase

The Solid Waste Collection Fees Amendment Bylaw No. 1275, 2026 includes a proposed increase of 6.4% for residential and 20% for commercial and institutional (ICI). The large increase for ICI is required to account for more waste generally collected for this user group.

	2026 quarterly rates	2027 proposed quarterly rates	Increase
Residential	$68.40	**$72.80**	**6.4%**
Commercial, Institutional (ICI)	$105.40	**$126.50**	**20.0%**

Solid Waste Collection rates have significantly increased since 2021, partly to fund the increase related to the current service, and to stabilize the funding required to fund the change in service level for a solid waste automatic collection system for residential properties.

WATER RATES

The water rate model, developed in 2014, combines a fixed fee with a variable, consumption-based fee. For residential and multi-family customers, 60% of the rate is fixed and 40% is variable. For industrial, commercial and institutional (ICI) customers, the fixed portion was originally set to 15% and variable to 85%. Over time, the split was adjusted to account for a larger water consumption for this user group. Breakdown for ICI is reviewed annually based on most recent actual and projected consumption. For 2027, the structure for ICI is 23% fixed and 77% variable.

Residential revenue represents about 69% of the total water revenue generated, multi-family 10% and ICI 21%.

Proposed 2027 water rates were calculated based on water consumption for the first, second and third quarters of 2026 and fourth quarter of 2025. 2027 budget requests will be presented to Council in January and no significant increase in operating costs are expected for 2027, although some smaller initiatives may require ongoing operating funding. Staff propose an average increase to water user fees of about 6.0% for an average home for 2027. Any surplus available at year-end flows to accumulated surplus and reserves per Council Reserve and Surplus Policy 3.5.

The Water Rates Amendment Bylaw No. 1276, 2026 includes the following proposed increases for 2027:

Customers	**Variable Rates**		**Fixed Rates**	
	2026 rates	**2027 proposed rates**	2026 quarterly rates	**2027 proposed quarterly rates**
Single Family and Duplex *Increase %*	$0.91 / m3	**$0.96 / m3** *5.5%*	$67.10	**$71.30** *6.3%*
Multi Family *Increase %*	$0.91 / m3	**$0.96 / m3** *5.5%*	$43.60	**$46.10** *5.7%*
Industrial, Commercial, Institutional (ICI) *Increase %*	$1.27 / m3	**$1.30 / m3** *2.3%*	$62.20 to 557.40	**$66.70 to 597.60** *7.2%*

SEWER RATES

The sewer revenues are based on a flat fee structure with one residential fee per unit for all single-family and multi-family properties and a per unit fee for the different categories of ICI customers. Residential revenues represent approximately 86% of the total revenues required for sewer and storm operations, while ICI represents approximately 14%.

Wastewater Capital Upgrades Debt Costs

Sewer rates have been steadily increased since 2021 to prepare for higher operating costs required for the new wastewater capital upgrades. A proposed $312 parcel tax has also been included for 2026 in previous five-year financial plans to fund the wastewater capital upgrades debt repayment costs. In the 2026-2020 Financial Plan, the parcel tax was delayed to 2027 to account for delays in the project and associated debt payments.

The Village borrowed the funds for the wastewater capital upgrades from the Municipal Finance Authority of BC (MFA) under a short-term loan. A borrowing amount of up to $6.6M has been approved for the project and it is proposed to have $5M borrowed through the Federation of Canadian Municipalities Green Municipal Fund (FCM-GMF) and remainder through a regular 20-

year long term loan with MFA. The $5M will likely be converted to long term through the MFA Spring 2027 borrowing intake and the other $1.6M long-term loan (or less, amount to be confirmed once project costs are reconciled) is expected to be converted through the MFA Fall 2027 borrowing intake. The expected debt repayment cost would then only be interest in fall 2027 for an estimated amount of $135,000. Debt servicing cost, including principal and interest are estimated at $570,120 for the following years. The final interest cost will be confirmed once both loans are executed. A parcel tax could be considered in 2027 or 2028 for the 20-year term of the loans.

Council may consider other options to fund the debt costs, such as:

1. User fees increase
2. Parcel tax to cover 100% of the debt costs (starting in 2027 or 2028)
3. A combination of user fees and parcel tax
4. External funding: Community Work Funds (CWF) can be used to fund debt charges related to eligible capital projects. The 2024-2034 CWF agreement includes an annual payment of $265,900 that can be used for eligible projects. Most of those funds are typically used by the Village to fund the road portion of road and utility replacement projects, as well as some one-off projects such as the masterplan updates (2025-2026) and the zoning bylaw update (2025). Reallocating the CWF could reduce the funding available and delay upcoming road and utility replacement projects.

To balance the benefit and inconvenience of all options, Staff propose to fund the debt repayment cost using a combination of user fees and parcel tax. Advantages and disadvantages of a parcel tax and users fees are listed below.

Parcel tax

- Must be established by bylaw
- May be imposed using the parcel tax roll, which may be on the basis of one or more of the following: a single amount for each parcel; the taxable area of the parcel; the taxable frontage of the parcel. For reference, the parcel tax established in 2021 to cover the water system debt is based on a single amount for each parcel. Essentially, all properties that are connected or could connect to the water system are charged the same amount, regardless of property use (residential, commercial, business…) or vacant lot.
- Administratively intensive: notification to all property owners of the new parcel tax, annual parcel tax roll review panel to review complaints, additional information to enter and maintain in the financial system, etc.
- A parcel tax is levied once a year on the tax notice.
- Qualifying property owners may opt to defer their property taxes (including parcel tax) through the provincial deferment program.

User Rates

- Flexible, increase can be prorated for each user group and may be higher for some specific user group.

- Current bylaw for utility fees does not charge for vacant land.
- Simple to administer: user group rates are updated annually in the financial system.
- Notification to all property owners of any significant increase would be recommended.
- User fees are billed and collected quarterly.
- Property owners cannot defer their utility bill payment. Unpaid utilities transfer to arrears at the end of the year and will eventually roll to delinquent taxes which may trigger a property to come up for tax sale.

A combined approach is proposed where 50% of the debt repayment costs could be added to the user fees and the other 50% could be collected through a single amount parcel tax in place for the year 2027. A single amount is proposed as opposed to a frontage calculation given the nature of the expense unrelated to the lot frontage (quantity of wastewater generated).

The Sanitary Sewer Rates Amendment Bylaw No. 1277, 2026 includes a proposed rate increase of 32.1% for residential customers for 2027, representing a quarterly rate of $163.50 per residential unit ($123.75 for 2026). Proposed rates for ICI customers are increasing by about 33.1% ranging from $50.00 to $16,853.50 per quarter (compared to $37.50 to $12,656 for 2026). A parcel tax bylaw would be presented to Council for consideration in March 2027.

Other options to increase the sewer revenue are summarized in the table below:

	2026	**2027 Option 1** **WWTP Debt 50% Parcel / 50% User Fee (proposed)***	**2027 Option 2** **WWTP Debt 100% Parcel***	**2027 Option 3** **WWTP Debt 100% User Fee**
Parcel Tax	$0	**$163.26**	**$326.53**	**$0**
Residential – user fee	$123.75 / quarter	**$163.50 / quarter**	**$134.00/ quarter**	**$192.75/ quarter**
Total annual including parcel tax	$495.00	**$817.26**	**$862.53**	**$771.00**
Increase $ (%)		*$322.26 (65%)*	*$367.53 (74%)*	*$276.00 (56%)*
Business, store, or office (per suite)	$121.75 / quarter	**$163.50 / quarter**	**$134.00/ quarter**	**$192.75/ quarter**
Total annual including parcel tax	$487.00	**$817.26**	**$862.53**	**$771.00**
Increase $ (%)		*$330.26 (68%)*	*$375.53 (77%)*	*$284.00 (58%)*
Restaurant, pub or bar	$346.50 / quarter	**$461.50 / quarter**	**$378.75/ quarter**	**$544.25/ quarter**
Total annual including parcel tax	$1,386.00	**$2,009.26**	**$1,841.53**	**$2,177.00**
Increase $ (%)		*$623.26 (45%)*	*$455.53 (33%)*	*$791.00 (57%)*
Regional hospital laundry	$12,656 / quarter	**$16,854 / quarter**	**$13,830 / quarter**	**$19,877 / quarter**

Total annual including parcel tax *Increase $ (%)*	$50,624	**$67,577** *$16,953 (34%)*	**$55,646** *$5,022 (10%)*	**$79,509** *$28,885 (57%)*

Other Options

Parcel Tax Single Amount vs Taxable Frontage

The parcel tax amounts included in the table above are for a single amount parcel tax. A parcel tax calculated on taxable frontage (min 50 feet, max 100 feet) would translate into an estimated $156 ($2.61 / feet) for a median single-family home with a 60-feet frontage to cover 50% of the debt costs or $313 ($5.22 / feet) to cover 100% of the debt costs.

Another way to impose a parcel tax is through taxable area, however this information is not readily available.

Parcel Tax implemented in 2028

Council could also consider implementing a parcel tax in 2028. A larger increase to the user fee would be required in 2027 to cover the first interest payment in fall 2027. With a parcel tax implemented in 2028 (based on a single amount per parcel) and to maintain similar amount of revenue collected and annual increase over 2027-2031, Staff suggest an increase in user fee for:

- Parcel for 50% of the debt cost: increase of $173 or 35% (compared to $159 or 32% for a parcel tax implemented in 2027).
- Parcel for 100% of the debt cost: increase of $124 or 25% (compared to $41 or 8.3% for a parcel tax implemented in 2027). In this scenario, no increase to user fee is included for 2028 – only the addition of the parcel tax.

FRONTAGE (PARCEL) TAX RATES

The Village levies parcel taxes based on frontage measurements (called a frontage tax) to all properties that have access to utility services. The proposed frontage tax rates, included in the attached bylaws, are based on the total revenue required to be raised to fund linear asset replacement, divided by the taxable frontage for the service. Parcels that do not have access to the services are not included in the parcel tax roll either. The maximum taxable frontage is 100 feet, and the minimum taxable frontage is 50 feet. Multi-family parcels owned by one owner that are assessed by BC Assessment under one folio have a taxable frontage of the actual measurement of the frontage or the maximum if the actual measurement is over the maximum. Strata units receive a separate folio from BC Assessment, so these units have a taxable frontage of a minimum of 50 feet per folio.

In 2017, a rate structure that fully funds utility operations with user fees and utility linear infrastructure annual replacement with frontage (parcel) taxes was introduced. Rate increases will continue until frontage tax levels fully fund annual linear infrastructure replacement, which is primarily linear water lines, and storm and sanitary sewer collection lines.

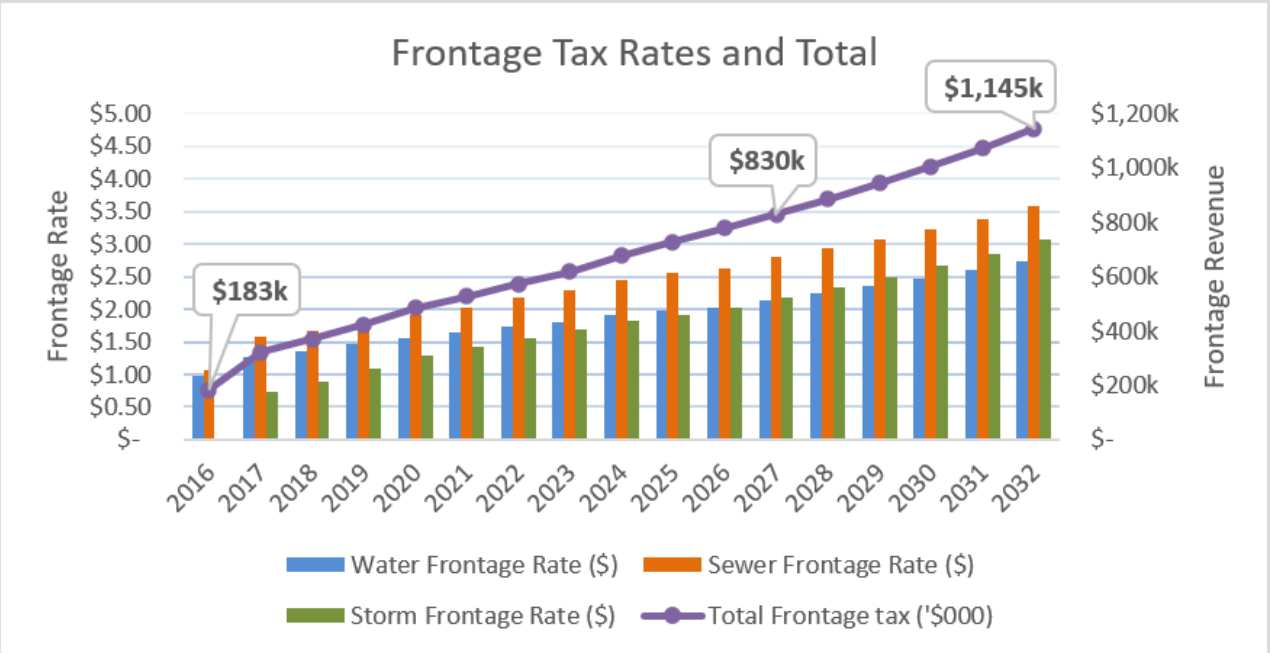
Council passed a motion in November 2024 for staff to bring back an analysis of frontage taxes charge for linear asset renewal after the asset management plan completion. This milestone is still a few years away, meanwhile staff proposes steady increase to the frontage tax rates to account for the significant increases in engineering and construction costs over the last few years. A

recommended 6% increase is included for water and sewer and 8% increase for storm for the years 2027-2031. The higher increase for storm is meant to increase the total frontage tax collected to an amount similar to sewer. Further adjustments may be proposed during the 2028 budget discussion. Given the modest growth expected for 2027, the commonly used 1% growth assumption was reduced to 0.5% for the frontage calculation.

The following table outlines the total taxable feet used to calculate the different frontage tax rates and the proposed frontage tax rates included in the bylaws for 2027.

Service	2026			2027			Proposed Rate Increase
	Frontage (feet)	Frontage rate	Frontage Revenue	**Frontage (feet)**	**Proposed Frontage rate**	**Estimated Frontage Revenue** (incl. 0.5% growth)	
Water	118,131	$2.02	$238,624	**118,722**	**$2.14**	**$254,060**	6.0%
Sanitary Sewer	109,327	$2.63	$287,530	**109,874**	**$2.80**	**$307,640**	6.0%
Storm Sewer	121,959	$2.02	$246,357	**122,569**	**$2.19**	**$268,420**	8.0%
Total			$772,511			**$830,120**	6.6%

Historic 2027-2031 projected frontage rate and revenue are summarized in the graph below. Storm was introduced in 2017.



Water Supply Capital Improvements

The Village also has a Water Supply Capital Improvements Bylaw (No. 1147, 2021). Starting 2021, this bylaw imposes a single amount parcel tax to repay the outstanding debt of the water supply capital improvements. It originally levied an annual amount of $45.09 for each parcel. The bylaw was amended in 2026 and parcel tax was increased to $50.87 due to the refinancing of the debt which led to higher interest rates.

Wastewater Treatment Upgrades Capital Improvements

In 2027 or 2028, Council may choose to establish a new parcel tax to fund the debt repayment costs related to the soon to be completed wastewater capital upgrades.

Upcoming Utility Rate Review

Funding for a review of the water and sewer user fees and connection fees is included in the 2026 budget. The review is intended to consider different rate structures, such as tiered water rates and variable sewer rates based on water consumption. Staff proposes to perform this analysis in-house in spring 2027 to inform the 2028 budget.

This review will also include an analysis of the water system upgrades and wastewater capital updates debt parcel taxes based on user consumption as requested by Council during the 2025 budget discussion (November 2024 Council Motion).

Public Engagement

With the delay in the budget process in 2026 due to the October municipal election, no public engagement has been done so far about the 2027 budget. Staff propose to communicate proposed user fee increases to property owners in January with a utility insert included with their Q4-2026 utility bill. Further communication will be arranged in December, either via news posts or social media. Communication has been shared with the public in 2024 and 2025 about the upcoming impact of the additional borrowing required for the wastewater capital upgrade project.

Any larger increase for ICI customers will be communicated directly with property owners.

Next steps

Staff recommend that Council give first, second and third reading to Water Rates, Sanitary Sewer Rates and Solid Waste fees amendment bylaws and Frontage Tax amendment bylaws.

The amendment bylaws are scheduled to come back to Council on December 14, 2026 for adoption.

If Council wishes to make any changes to the attached bylaws, staff recommends the changes be made at this meeting. The following process would be recommended if Council wishes to change any of the bylaws included with this report:

- Provide changes to the bylaw in a resolution from the bylaws presented; and
- Give first reading of bylaw as amended and the bylaw will come back to Council for further consideration at the December 14, 2026 meeting with the changes included.

If Council wishes to request further information prior to consideration of the bylaws, consideration of the bylaws for readings would be rescheduled to a later date.
The 2027-2031 Financial Plan Bylaw and new Parcel Tax bylaw (if applicable) will be brought forward for Council consideration in March 2027.

FINANCIAL IMPLICATIONS

Utility Rates and Frontage Tax

The following table summarizes the user fees and frontage taxes payable for a median single-family household over the years 2027 to 2031, per the proposed scenario including a parcel tax to cover for 50% of the debt repayment costs related to the wastewater capital upgrades. 2026 rates are included for comparison. Estimated increase for a median single-family household is $393 for 2027 or 24%, with most of the increase due to the new revenue required to cover the wastewater capital upgrade debt costs. Combined increase for next four years is just under 5%.

Residential	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**
Opening Utility User Rates	**$ 1,149.43**	**$ 1,189.93**	**$ 1,391.73**	**$ 1,466.13**	**$ 1,539.53**	**$ 1,618.03**
Solid Waste Increase	7.20	17.60	16.40	12.80	13.60	14.00
Water Increase (based on 42 M3 water consumption)	14.30	25.20	22.00	23.60	26.90	28.10
Sewer & Storm Increase	19.00	159.00	36.00	37.00	38.00	42.00
	40.50	201.80	74.40	73.40	78.50	84.10
User Rates	**$ 1,189.93**	**$ 1,391.73**	**$ 1,466.13**	**$ 1,539.53**	**$ 1,618.03**	**$ 1,702.13**
% Increase in Utility Fees	**3.5%**	**17.0%**	**5.3%**	**5.0%**	**5.1%**	**5.2%**
Frontage Tax Median Rate	386.40	400.20	427.80	451.80	476.40	502.80
Water Frontage Increase	3.00	7.20	6.60	6.60	7.20	7.20
Sewer Frontage Increase	4.80	10.20	8.40	8.40	9.00	9.60
Storm Frontage Increase	6.00	10.20	9.00	9.60	10.20	11.40
	13.80	27.60	24.00	24.60	26.40	28.20
Frontage Taxes	**$ 400.20**	**$ 427.80**	**$ 451.80**	**$ 476.40**	**$ 502.80**	**$ 531.00**
% Increase in Frontage Tax	**3.6%**	**6.9%**	**5.6%**	**5.4%**	**5.5%**	**5.6%**
Total User Fees and Frontage Taxes Payable	**$ 1,590.13**	**$ 1,819.53**	**$ 1,917.93**	**$ 2,015.93**	**$ 2,120.83**	**$ 2,233.13**
Total Increases to Utility Payer	**$ 54.30**	**$ 229.40**	**$ 98.40**	**$ 98.00**	**$ 104.90**	**$ 112.30**
Total % Increase	**3.5%**	**14.4%**	**5.4%**	**5.1%**	**5.2%**	**5.3%**
Parcel Tax water supply	**50.87**	**50.87**	**50.87**	**50.87**	**50.87**	**50.87**
Parcel Tax wastewater treatment		**163.26**	**163.26**	**163.26**	**163.26**	**163.26**
	$ 1,641.00	**$ 2,033.66**	**$ 2,132.06**	**$ 2,230.06**	**$ 2,334.96**	**$ 2,447.26**
Total Increase in all charges	**$ 60.08**	**$ 392.66**	**$ 98.40**	**$ 98.00**	**$ 104.90**	**$ 112.30**
% Increase in total charges	**3.8%**	**23.9%**	**4.8%**	**4.6%**	**4.7%**	**4.8%**

The following table outlines what a typical building with a retail type business and residential suite occupying pays currently for utility fees and frontage taxes and what they would pay in 2027:

	2026	**2027**	**Increase**
Retail / Residential Mix	$ 3,036	$ 3,696	21.7%

OPERATIONAL IMPLICATIONS

Operational implications are limited to staff time involved with updating the system with the new rates and communicating the increases to property owners. A new parcel tax would require a new

bylaw and adjustments to the annual tax notice as well as the annual parcel tax roll review panel meeting to review complaints.

CLIMATE CHANGE IMPLICATIONS

The Village completed a Climate Action Plan in June 2024, which includes goals and action in areas including buildings and energy, transportation and land use, waste, parks and environment, governance, and community health and wellbeing. User fee rates are established to fund some of those goals.

ALTERNATIVES

1. Council may make any changes to the bylaws and give first reading of the changed bylaws.
2. Council can direct staff to bring back further information before considering the bylaws.
3. Council can direct staff to bring the frontage tax amendment bylaws for consideration after the 2027-2031 budget discussion.

STRATEGIC OBJECTIVE

- ☐ Diverse and Healthy Community
- ☐ Sustainable Service Delivery and Asset Management
- ☐ Community Planning

ATTACHMENTS

1. Solid Waste Collection Fees Amendment Bylaw No. 1275, 2026
2. Water Rates Amendment Bylaw No. 1276, 2026
3. Sanitary Sewer Rates Amendment Bylaw No. 1277, 2026
4. Water Service Frontage Tax Amendment Bylaw No. 1278, 2026
5. Sewer Service Frontage Tax Amendment Bylaw No. 1279, 2026
6. Storm Water Service Frontage Tax Amendment Bylaw No. 1280, 2026

CONCURRENCE

None

Respectfully submitted,

A. Bérard-Ball

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Annie Bérard-Ball
Director of Corporate Services

M. Mason

_____
Michelle Mason
Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1275

A bylaw to amend the Solid Waste Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as 'Solid Waste Collection Fees Amendment Bylaw No. 1275, 2026.'

2. "Corporation of the Village of Cumberland Solid Waste Bylaw No. 1003, 2014" is amended by repealing Schedule "A" to the Bylaw in its entirety and substituting Schedule "A" to this Bylaw.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**
ADOPTED THIS	**DAY OF**	**DECEMBER**

_____ _____

Mayor Corporate Officer

Schedule “A”

Solid Waste Collection Fees

Use of Land or Real Property	**Solid Waste Fees** Effective January 1, 2026	**Solid Waste Fees** Effective January 1, 2027
Residential unit:	$68.40 per quarter	$72.80 per quarter
Commercial, Industrial, Institutional premises:	$105.40 per quarter	$126.50 per quarter
Additional garbage tags:	$2 per bag	$2 per bag

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1276

A bylaw to amend the Water Rates Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as 'Water Rates Amendment Bylaw No. 1276, 2026.'

2. "Water Rates Bylaw No. 1002, 2014", as amended, is amended as follows:

   (a) by repealing Schedule A to the Bylaw in its entirety and substituting Schedule A to this Bylaw.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**
ADOPTED THIS	**DAY OF**	**DECEMBER**

Mayor

Corporate Officer

Schedule A

Water Charges

1. Water System Service Fees:

(a) Fees effective January 1, 2026:

Parcel Classification	**Fixed Charge**	**Water Consumption Charge Rate**
Residential:	$67.10 per quarter	$0.91 per cubic meter
Duplex Dwelling Unit:	$67.10 per quarter	$0.91 per cubic meter
Multi-Family:	$43.60 per unit per quarter	$0.91 per cubic meter
ICI:	Based on the meter size shown in section 2 of this schedule	$1.27 per cubic meter

(b) Fees effective January 1, 2027:

Parcel Classification	**Fixed Charge**	**Water Consumption Charge Rate**
Residential:	$71.30 per quarter	$0.96 per cubic meter
Duplex Dwelling Unit:	$71.30 per quarter	$0.96 per cubic meter
Multi-Family:	$46.10 per unit per quarter	$0.96 per cubic meter
ICI:	Based on the meter size shown in section 2 of this schedule	$1.30 per cubic meter

ICI Fixed Charge

2. The fixed charge for ICI parcel classification is based on the meter size of the service connection to the property as follows:

(a) Fees effective January 1, 2026:

Meter size:	5/8”	3/4”	1”	1.25”	1.5”	2”	3”	4”	6”
Quarterly charge:	$62.20	$73.20	$96.60	$121.40	$143.20	$186.70	$278.70	$372.10	$557.40

(b) Fees effective January 1, 2027:

Meter size:	5/8”	3/4”	1”	1.25”	1.5”	2”	3”	4”	6”
Quarterly charge:	$66.70	$78.50	$103.60	$130.20	$153.50	$200.20	$298.80	$398.90	$597.60

3. Flat Rate Fees:

	Use of Land or Real Property	**Water Flat Charge** effective January 1, 2026	**Water Flat Charge** effective January 1, 2027
(a)	For each dwelling unit:	$133.80 per quarter	$146.90 per quarter
(b)	For a motel, hotel, or non-profit seniors’ housing (per room/unit):	$79.30 per quarter	$87.00 per quarter
(c)	For a lodging house or hostel (per bed):	$34.50 per quarter	$37.90 per quarter
(d)	For a school (per classroom):	$89.40 per quarter	$98.10 per quarter
(e)	For a church or a recreation hall:	$101.60 per quarter	$111.50 per quarter
(f)	For a medical clinic:	$294.70 per quarter	$323.50 per quarter
(g)	For a restaurant, pub, or bar:	$294.70 per quarter	$323.50 per quarter
(h)	For a coffee shop or take out:	$197.10 per quarter	$216.40 per quarter
(i)	For a business, store, or office (per suite):	$101.60 per quarter	$111.50 per quarter
(j)	For a beauty parlour, medical office, or veterinarian (per suite):	$197.10 per quarter	$216.40 per quarter
(k)	For a laundromat:	$477.60 per quarter	$524.30 per quarter
(l)	For a service station:	$243.90 per quarter	$267.70 per quarter
(m)	For a car wash:	$477.60 per quarter	$524.30 per quarter
(n)	For regional hospital laundry:	$13,453.30 per quarter	$14,767.80 per quarter
(o)	For any use not identified in this table (per washroom):	$101.60 per quarter	$111.50 per quarter

Administration Charge

4. Leak adjustment administration fee: $20.00

Bulk Water

5. Charges for bulk water are imposed as determined pursuant to an agreement for the purchase and sale of bulk water.

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1277

A bylaw to amend the Sewer Rates Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as 'Sanitary Sewer Rates Amendment Bylaw No. 1277, 2026.'

2. "Corporation of the Village of Cumberland Sanitary Sewer Rates Bylaw No. 862, 2007", a amended, is amended by repealing Schedule "A" to the Bylaw in its entirety and substituting Schedule "A" to this Bylaw.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**
ADOPTED THIS	**DAY OF**	**DECEMBER**

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Mayor Corporate Officer

Schedule “A”

Sanitary Sewer Rates

	Use of Land or Real Property	**Sanitary Sewer Rate Charge** Effective January 1, 2026	**Sanitary Sewer Rate Charge** Effective January 1, 2027
1	For each residential unit:	$123.75 per quarter	$163.50 per quarter
2	For a motel, hotel, or non-profit seniors’ housing (per room/unit):	$83.00 per quarter	$110.50 per quarter
3	For a lodging house or hostel (per bed):	$37.50 per quarter	$50.00 per quarter
4	For a school (per classroom):	$110.25 per quarter	$146.75 per quarter
5	For a church or a recreation hall:	$123.50 per quarter	$163.50 per quarter
6	For a medical clinic:	$359.00 per quarter	$478.00 per quarter
7	For a restaurant, pub, or bar:	$346.50 per quarter	$461.50 per quarter
8	For a coffee shop or take out:	$121.75 per quarter	$163.50 per quarter
9	For a business, store, or office (per suite):	$121.75 per quarter	$163.50 per quarter
10	For a beauty parlour, medical office, or veterinarian (per suite):	$151.00 per quarter	$201.00 per quarter
11	For a laundromat:	$425.50 per quarter	$566.75 per quarter
12	For a service station:	$147.50 per quarter	$196.50 per quarter
13	For a car wash:	$470.00 per quarter	$626.00 per quarter
14	For regional hospital laundry:	$12,656.00 per quarter	$16,853.50 per quarter
15	For any use not identified in this table (per washroom):	$123.50 per quarter	$163.50 per quarter

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1278

A bylaw to amend the Water Service Frontage Tax Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Water Service Frontage Tax Amendment Bylaw No. 1278, 2026."

2. "Water Service Frontage Tax Bylaw No. 1056, 2017" is amended as follows:

   (a) by repealing Section 6 in its entirety and substituting the following:

   6. The parcel tax roll will be based on the BC Assessment Roll.

   (b) by repealing Section 7 in its entirety and substituting the following:

   7. The annual amount to be paid under this tax per parcel is $2.14 per foot of taxable water frontage.

   (c) by repealing Section 8 in its entirety and substituting the following:

   8. This bylaw will come into effect January 1, 2027.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
ADOPTED THIS	**DAY OF**	**DECEMBER**	**2026.**

Mayor

Corporate Officer

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1279

A bylaw to amend the Sewer Service Frontage Tax Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Sewer Service Frontage Tax Amendment Bylaw No. 1279, 2026."

2. "Sewer Service Frontage Tax Bylaw No. 1057, 2017" is amended as follows:

   (a) by repealing Section 6 in its entirety and substituting the following:

      6. The parcel tax roll will be based on the BC Assessment Roll.

   (b) by repealing Section 7 in its entirety and substituting the following:

      7. The annual amount to be paid under this tax per parcel is $2.80 per foot of taxable sewer frontage.

   (c) by repealing Section 8 in its entirety and substituting the following:

      8. This bylaw will come into effect January 1, 2027.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
ADOPTED THIS	**DAY OF**	**DECEMBER**	**2026.**

Mayor

Corporate Officer

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1280

A bylaw to amend the Storm Water Service Frontage Tax Bylaw.

The Council of the Corporation of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Storm Water Service Frontage Tax Amendment Bylaw No. 1280, 2026."

2. "Storm Water Service Frontage Tax Bylaw No. 1058, 2017" is amended as follows:

   (a) by repealing Section 6 in its entirety and substituting the following:

   6. The parcel tax roll will be based on the BC Assessment Roll.

   (b) by repealing Section 7 in its entirety and substituting the following:

   7. The annual amount to be paid under this tax per parcel is $2.19 per foot of taxable frontage.

   (c) by repealing Section 8 in its entirety and substituting the following:

   8. This bylaw will come into effect January 1, 2027.

READ A FIRST TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A SECOND TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
READ A THIRD TIME THIS	**DAY OF**	**NOVEMBER**	**2026.**
ADOPTED THIS	**DAY OF**	**DECEMBER**	**2026.**

Mayor

Corporate Officer