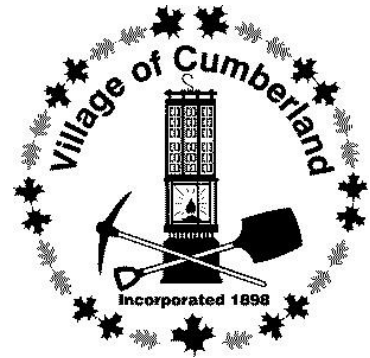


REGULAR AGENDA

14/2013/R



The Corporation of the Village of Cumberland

Regular Council Meeting
May 13th, 2013 at 5:30 p.m.
Village Council Chambers

1. Approval of Agenda

- 1.1 Agenda for regular council meeting, May 13th, 2013.
Recommend THAT Council approve the agenda for the regular council meeting, May 13th, 2013.

2. Adoption of Minutes

- 2.1 Minutes of the council meeting held April 22nd, 2013. 1
Recommend THAT Council approve the minutes of the council meeting held April 22nd, 2013.
- 2.2 Minutes of the village hall meeting held May 6th, 2013. 11
Recommend THAT Council approve the minutes of the village hall meeting held May 6th, 2013.

3. Delegations

4. Unfinished Business

- 4.1 David Stapley, Program Manager and Jack Minard, Comox Valley Conservation Strategy Community Partnership
- Proposal for a Comox Lake Watershed Sustainable Use Recreation Area
- Recommendation from the Comox Valley Conservation Strategy Community Partnership:
- i) ***THAT Council support the proposed Comox Lake Watershed Sustainable Use Recreation Area by:***
- a) ***ensuring that the Comox Valley Regional District's Comox Lake Watershed Protection Plan and related activities are aligned with the five goals outlined in the Comox Lake Watershed Sustainable Use Recreation Area proposal;***

- b) directing staff to work with community and provincial stakeholders to establish a local, cooperative and inclusive administrative structure to publically manage the health of Comox Lake Watershed;*
- c) amending Official Community Plans to prevent residential or commercial subdivisions in the Comox Lake Watershed as outlined in the Regional Growth Strategy;*
- d) requesting financial resources from the provincial government to achieve local control and protection of the Comox Lake watershed; and*
- e) requesting that the province utilize provisions under the Water Act to implement a watershed management plan.*
- ii) THAT council work in partnership with local and provincial stakeholders to develop, implement and monitor an ecologically based multi-use watershed management plan Once a local, cooperative and inclusive administrative structure is established.*

5. Correspondence

- 5.1 Jeremy Grasby, Cumberland Course Director, BC Bike Race – June 30th, 2013 13
- 2013 BC Bike Race
 - i) Recommend THAT Council receive the correspondence from Jeremy Grasby, Cumberland Course Director, BC Bike Race – June 30th, 2013 for information.*
 - ii) Recommend THAT Council permit the closure of Dunsmuir Avenue between First Street and Second Street from 7:30 am to 11:00 am; and Dunsmuir Avenue between Second Street and Fourth Street and Fourth Street and Cumberland Road from Dunsmuir Avenue to Bevan Road from 9:00 am to 10:30 on June 30th, 2013 for the BC Bike Race.*
- 5.2 Keith Tatton, Rotary Club of Cumberland Centennial 14
- Comox Valley Classic Cruisers Car Club Annual Cruise the Valley – July 27th, 2013
 - i) Recommend THAT Council receive the correspondence from Keith Tatton, Rotary Club of Cumberland Centennial re: Comox Valley Classic Cruisers Car Club Annual Cruise the Valley – July 27th, 2013.*

- ii) ***Recommend THAT Council permit the closure of Dunsmuir Avenue between First Street and Fourth Street on July 27th, 2013 from 6:00 pm to 10:00 pm for the Comox Valley Classic Cruisers Car Club Annual Cruise the Valley.***
- 5.3 Jean Cameron, Chairperson, Cumberland Motorcycle Roundup 15
- 5th Annual Cumberland Motorcycle Roundup Show & Shine and Poker Run August 10th & 11th, 2013
 - i) ***Recommend THAT Council receive the correspondence from Jean Cameron, Chairperson, Cumberland Motorcycle Roundup re: 5th Annual Cumberland Motorcycle Roundup Show & Shine and Poker Run August 10th & 11th, 2013.***
 - ii) ***Recommend THAT Council permit the closure of Third Street from Dunsmuir Avenue to the alley between Dunsmuir and Derwent Avenue on August 10th, 2013; to permit motorcycle demonstrations on Dunsmuir Avenue between Fourth Street and Fifth Street on August 10, 2013; and permit the closure of Dunsmuir Avenue between Third and Fourth Street between 8 am and 11 am on August 11th, 2013 for the Cumberland Motorcycle Roundup.***
- 5.4 Richard Ellsay, Race Director, Comox Valley Cycle Club 19
- Comox Valley Cycle Club Race – June 16th, 2013
 - i) ***Recommend THAT Council receive the correspondence from Richard Ellsay, Race Director, Comox Valley Cycle Club re: Comox Valley Cycle Club Race – June 16th, 2013.***
 - ii) ***Recommend THAT Council permits the Comox Valley Cycle Club to hold a bicycle road race on Dunsmuir Avenue, Royston Road, Union Road and Cumberland Road on June 16th, 2013 at 11:00 am.***
- 5.5 Edwin Grieve, Chair, Comox Valley Regional District 22
- Proposed elected officials forum – June 11, 2013
 - i) ***Recommend THAT Council receive the correspondence from Edwin Grieve, Chair, Comox Valley Regional District re: Proposed elected officials forum – June 11, 2013.***
 - ii) ***Recommend THAT Council attend the Comox Valley Regional District elected officials forum on June 11, 2013 and submit topics for inclusion on the agenda.***

- 5.6 Julie Le Goff, Executive Director, Comox Valley Pregnancy Care Centre 23
- Run/Walk Fundraiser
 - i) ***Recommend THAT Council receive the correspondence from Julie Le Goff, Executive Director, Comox Valley Pregnancy Care Centre re: Run/Walk Fundraiser.***
 - ii) ***Recommend THAT Council permit the run/walk fundraiser from Village Park to Comox Lake and back on Comox Lake Road on May 20th, 2013 at 12:00 noon.***
6. Reports
- 6.1 Parks and Cemeteries Select Committee – Status update 25
- Prepared by Kevin McPhedran,
- i) ***Recommend THAT Council receive the Parks and Cemeteries Select Committee- Status Update report for information; and***
 - ii) ***Recommend THAT Council direct staff to delay the establishment of the Parks and Cemeteries Select committee and review the concept of the committee in spring 2014.***
- 6.2 Park Signs: Development of Standards and Manual 29
- Prepared by Kevin McPhedran, Outdoor Recreation Co-ordinator
- i) ***Recommend THAT Council receive the Park Signs: Development of Standards and Manual report for information.***
 - ii) ***Recommend THAT Council approve the expenditure of up to \$6,000, to be funded through Council's Tax Surplus Reserve, for the development of a Village of Cumberland Parks Sign Standards manual; and***
 - iii) ***Recommend THAT the 2013-2017 Financial Plan Bylaw be amended accordingly.***
- 6.3 Edwards Industrial Park Development Permit 2013-01-DP 32
- Prepared by Joanne Rees, Planner
- i) ***THAT Council receive 'Edwards Industrial Park Development Permit 2013-01-DP' report dated May 13, 2013.***
 - ii) ***THAT Council grant the Development Permit (File 2013-01-DP) for property legally described as Lot 1, Section 25, Nelson District, Plan 35738 (4640 Cumberland Road) for the purposes of construction of Phase 1 of a multi-phase light industrial development. The development will be substantially in the form of the attached draft Development Permit.***

- iii) THAT staff be directed to initiate the discharge of the notation on the title of the subject property of two abandoned Development Permits being documents numbered EK72715 (1996) and EP69988 (2006).***

- 6.4 Official Community Plan – Review & Revision: May 13, 2013 51
Status Report
Prepared by Judith Walker, Senior Planner
Recommend THAT Council receive the 2013 Official Community Plan – Review & Revision: May 13, 2013 Status Report for information.
- 6.5 Liquor Licence Application for a Structural Change, Waverley Hotel and Pub, 2692 Dunsmuir Avenue 54
Prepared by Rachel Parker, Deputy Corporate Officer
- i) Recommend THAT Council receive the Liquor Licence Application for a Structural Change, Waverley Hotel and Pub report.***
 - ii) Recommend THAT Council recommend that the application for an amendment to liquor-primary licence number 001858 for the Waverley Hotel & Pub, 2692 Dunsmuir Avenue, for the addition of a patio be approved;***
 - iii) Recommend THAT Council considers that the views of the residents indicate that there is a concern for noise to neighbouring residents and that measures be taken to reduce this potential for noise, including restrictions limiting patio use hours to daylight hours only and only when live entertainment is not occurring inside the venue, that the applicant provide screening and noise reduction barriers to the patio, that client access to the alleyway be restricted at all times (emergency exit only), that the rear door not be permitted to be left open;***
 - iv) Recommend THAT Council considers the impact on the community, if the application is approved with the restrictions imposed as recommended, is generally positive, supporting economic development in the commercial core in the Village.***

- 6.6 Comox Lake Road 67
Prepared by Rob Crisfield, Manager of Operations
i) Recommend THAT Council receives the Comox Lake Road Report.
ii) Recommend THAT Council direct staff on how to proceed with Comox Lake Road project.
- 6.7 Backyard Chickens Report 73
Prepared by Sundance Topham, Chief Administrative Officer
i) Recommend THAT Council receive the Backyard Chickens Report.
ii) Recommend THAT Council provide direction to staff in regards to backyard chicken regulations within the Village of Cumberland.
- 6.8 April 2013 Recreation Department Report 76
Prepared by Margaret Robertson, Recreation Program Coordinator and Sandra Hryko, Recreation Programmer
Recommend THAT Council receive the April 2013 Recreation Department Report for information.
- 6.9 April 2013 Parks and Outdoor Recreation Report 78
Prepared by Kevin McPhedran, Parks and Outdoor Recreation Coordinator
Recommend THAT Council receive the April 2013 Parks and Outdoor Recreation Report for information.
- 6.10 Protective Services Report, April 2013 81
Prepared by Mike Williamson, Fire Chief/Manager of Protective Services
Recommend THAT Council receive the Protective Services Report, April 2013 for information.
- 6.11 April 2013 Operations Department Report 86
Prepared by Rob Crisfield, Manager of Operations
Recommend THAT Council receives the April 2013 – Operations Department Report for information.
- 6.12 April 2013 Administration Department Report 95
Prepared by Michelle Mason, Financial Officer
Recommend THAT Council receive the April 2013 Administration Department Report for information.

- 6.13 April 2013 Chief Administrative Officer Report 97
Prepared by Sundance Topham, Chief Administrative Officer
Recommend THAT Council receive the April 2013 Chief Administrative Officer Report for information.
- 6.14 Council Reports
6.14.1 Mayor Leslie Baird 99
6.14.2 Councillor Conner Copeman
6.14.3 Councillor Kate Greening 101
6.14.4 Councillor Roger Kishi 102
6.14.5 Councillor Gwyn Sproule 103
Recommend THAT the Council reports be received.
7. Bylaws
- 7.1 Carlisle Lane – 01-2012 OCP & Zoning Amendment Application 104
Prepared by Judith Walker, Senior Planner
i) THAT second reading of Official Community Plan Amendment Bylaw No. 966 be rescinded, amended as attached, and given second reading anew;
ii) THAT second reading of Zoning Amendment Bylaw No. 967 be rescinded, amended as attached, and given second reading anew; and
iii) THAT second reading of PDA Bylaw No. 983 be rescinded, the Schedules amended as attached, and given second reading anew.
- 7.2 The Corporation of the Village of Cumberland 2013 – 2017 Financial Plan Bylaw No. 984, 2013 186
Recommend THAT Council give fourth reading and adoption to “The Corporation of the Village of Cumberland 2013 - 2017 Financial Plan Bylaw No. 984, 2013”.
- 7.3 The Corporation of the Village of Cumberland 2013 Property Tax Rates Bylaw No. 985, 2013. 191
Recommend THAT Council give fourth reading and adoption to “The Corporation of the Village of Cumberland 2013 Property Tax Rates Bylaw No. 985, 2013”.

- 7.4 Bylaw 986 Development Procedures and Fees Bylaw Amendment – 193
Development Permit Exemptions
Prepared by Joanne Rees, Planner

- i) ***Recommend THAT Council receive Bylaw 986 Development Procedures & Fees Bylaw Amendment – Development Permit Exemptions’ dated May 6, 2013.***
- ii) ***Recommend THAT Council consider giving first, second and third readings to the ‘Corporation of the Village of Cumberland Development Procedures and Fees Amendment Bylaw No. 986, 2013.***

8. Consent Calendar

All matters listed here are considered to be routine and non-controversial and will be received by one motion. There will be no separate discussion of these items unless a member so requests, in which case the item will be removed from the Consent Calendar and considered immediately after the adoption of the Consent Calendar.

- 8.1 David Sparanese, President, Public Works Association of BC re: 197
National Public Works Week, May 19-25, 2013 – “Because of Public Works”;
- 8.2 Basia Ruta, Auditor General for Local Government re: Annual Service 200
Plans for 2012/2013 – 2014/15 and 2015/16 release;
- 8.3 Crystal Dunahee, President, Child Find BC re: Proclamation for 201
National Missing Children’s Month and Missing Children’s Day;
- 8.4 The Honourable Peter Kent, P.C., M.P. re: Raven Underground Coal 204
Project;
- 8.5 Amber Zirnhelt, sustainability Manager, City of Campbell River re: 206
urban Hen Information;
- 8.6 Russell Irvine, Chair, Comox Valley Airport Commission Governance 213
Committee re: Upcoming Comox Valley Airport Commission Director Vacancy;
- 8.7 Elke Bibby re: Chicken petition; 215
- 8.8 Craig Daniell, Chief Executive Officer, BCSPCA re: Public Consultation 216
Process.

Recommend THAT the Consent Calendar be received.

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 notices of motion introduced by a council member.

- Village Booth on Market Day, Saturday May 18, 2013
- Deadline for Elector Response to the Alternate Approval Process for the Water Improvements Loan Bylaw is on June 10, 2013
- Stage 1 Water Restrictions are now in effect
- Property tax notices will be issued to property owners in mid-May.

11. Question Period

12. Closed Portion

Recommend THAT pursuant to Section 90 (1) of the Community Charter Council close the meeting to the public to consider:

- the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

13. Adjournment