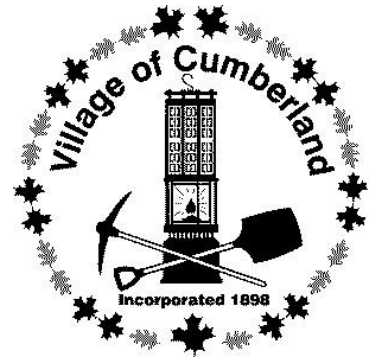


REGULAR MINUTES

5/2018/R



The Corporation of the Village of Cumberland

Regular Council Meeting February 13, 2018 at 5:30 p.m. Village Council Chambers

Council Present:

Mayor Leslie Baird
Councillor Roger Kishi
Councillor Jesse Ketler
Councillor Sean Sullivan
Councillor Gwyn Sproule

Staff Present:

Sundance Topham, Chief Administrative Officer
Rachel Parker, Deputy Corporate Officer
Michelle Mason, Financial Officer
Rob Crisfield, Manager of Operations
Leah Knutson, Manager of Recreation
Judith Walker, Senior Planner

Mayor Baird called the meeting to order at 5:30 pm.

1. Approval of Agenda

- 1.1 Agenda for regular Council meeting, February 13, 2018
Motion 18-60

Ketler/Sullivan

THAT Council approve the agenda for the regular Council meeting, February 13, 2018 with addition of 6.19 and 7.3.

Carried Unanimously

2. Adoption of Minutes

- 2.1 Minutes of the Committee of the Whole meeting held January 19, 2018
Motion 18-61

Sullivan/Ketler

THAT Council approve the minutes of the Committee of the Whole meeting held January 19, 2018.

Carried Unanimously

- 2.2 Minutes of the Council meeting held January 22, 2018
Motion 18-62

Kishi/Ketler

THAT Council approve the minutes of the Council meeting held January 22, 2018 as corrected to include that a point of order was raised during Question Period regarding a member of the public acting improperly.

Carried Unanimously

- 2.3 Minutes of the Committee of the Whole meeting held February 1, 2018
Motion 18-63

Ketler/Sproule

THAT Council approve the minutes of the Committee of the Whole meeting held February 1, 2018.

Carried Unanimously

- 2.4 Receipt of Committee/Commissions Minutes
Motion 18-64

Sullivan/Sproule

THAT Council receive the minutes of the:

- Wastewater Advisory Committee, November 30, 2017
- Economic Development Strategy Steering Committee, December 12, 2017
- Advisory Planning Commission, January 16, 2018

Carried Unanimously

3. Delegations

- 3.1 Eduardo Uranga, Resident, Alternatives to space heating with wood, Smoke from Wood Stoves prevention and implementation of alternate space heating devices, in reference to the proposed bylaw.
Motion 18-65

Ketler/Sullivan

THAT Council receive the delegation of Eduardo Uranga Re: Alternatives to space heating with wood, Smoke from Wood Stoves prevention and implementation of alternate space heating devices, in reference to the proposed bylaw.

Carried Unanimously

4. Unfinished Business

None

5. Correspondence

5.1 Mary Lynn DesRoches, Resident, Woodsmoke

Motion 18-66

Kishi/Ketler

THAT Council receive the correspondence from Mary Lynn DesRoches, Resident Re: Woodsmoke.

Motion 18-67

Ketler/Sullivan

THAT Council direct staff to investigate the permitting process for wood burning appliances and, if feasible, to refuse permits for wood burning appliances in new homes.

Carried Unanimously

5.2.1 Selina Robinson, Minister, Ministry of Municipal Affairs and Housing, Comox Valley Governance Review

Motion 18-68

Kishi/Sproule

THAT Council receive the correspondence from Selina Robinson, Minister, Ministry of Municipal Affairs and Housing Re: Comox Valley Governance Review.

Carried Unanimously

6. Reports

6.1 Trilogy Initial Subdivision – Committee of the Whole Meeting Cancellation

Motion 18-69

Kishi/Ketler

THAT Council receive the Trilogy Initial Subdivision – Committee of the Whole Meeting Cancellation report.

Carried Unanimously

Motion 18-70

Sproule/Kishi

THAT Council cancel the Trilogy Initial Subdivision Committee of the Whole Meeting scheduled for Thursday, February 15, 2018 at 5:30 PM at the Village of Cumberland Council Chambers.

Carried Unanimously

- 6.2 Development Permit and Development Variance Permit Applications -
3216 Sutton Road

Motion 18-71

Kishi/Sproule

THAT Council receive the report "Development Permit and Development Variance Permit Applications – 3216 Sutton Road" dated January 31, 2018.

Carried Unanimously

Sproule/Baird

THAT Council grant the Development Permit and Development Variance Permits for property described as Lot B, District Lot 24, Nelson District, Plan VIP79617 (3216 Sutton Road) substantially in compliance with the attached draft Permits.

In Favour: Councillor Sproule
Mayor Baird

Opposed: Councillor Ketler
Councillor Kishi
Councillor Sullivan

Defeated

Motion 18-72

Ketler/Kishi

THAT Direct staff to come forward with more geotechnical information on the berm and also more information from the biologist on the effects of increased traffic within the riparian area for the Development Permit application for property described as Lot B, District Lot 24, Nelson District, Plan VIP79617 (3216 Sutton Road).

Carried Unanimously

- 6.3 Cumberland United Church & Heritage Designation, 2688 Penrith Avenue
Motion 18-73

Kishi/Sullivan

THAT Council receive the "Cumberland United Church & Heritage Designation Report" dated February 7, 2018.

Carried Unanimously

Motion 18-74

Sproule/Kishi

THAT Council direct staff to develop a Statement of Significance as the first step in proceeding with potential heritage designation of the church at 2688 Penrith Avenue and further that this recommendation be referred to the next meeting of the Heritage Commission.

Carried Unanimously

- 6.4 Environmental Protection Area Development Permit – Coal Valley Estates Water Transmission Line
Motion 18-75

Sproule/Ketler

THAT Council receive the “Environmental Protection Area Development Permit – Coal Valley Estates Water Transmission Line” report dated February 7, 2018.

Carried Unanimously

Motion 18-76

Sullivan/Sproule

THAT Council grant the “Environmental Protection Area Development Permit – Coal Valley Estates Water Transmission Line” for property described as District Lot 24, Nelson District, Except Parts In Plans 21 RW, 522E, 3130, 3268, 4222, 4661, 4824, 4869, 6793, 6794, 11068, 12569, 13409, 13580, 13640, 14028, 15750, 23224, 19381, 19382, 19383, 20746, 21025, 22199, 23092, 23237, 23600, 23685, 24001, 24314, 24868, 25906, 26084, 26131, 26455, 26629, 26885, 27337, 27857, 29860, 30068, 30809, 32692, 35790, 36785, 35098, 50021, VIP64546 VIP65968, VIP65482, VIP67269, VIP71673 And Except Parcel A (DD 27356N) and Parcel B (DD M7897) And Except Parts In Plans VIP72020, VIP72021, VIP72022, VIP73804, VIP74156, VIP75434, EPP15708, EPP17313, EPP18594, EPP20118 AND EPP53358, EPP71001 to permit construction of a waterline substantially in compliance with the attached Development Permit (2017-13-DP).

Carried Unanimously

- 6.5 Local Area Service Establishment Bylaw – Second Updated Proposal report
Motion 18-77

Kishi/Sullivan

THAT Council receive the Local Area Service Establishment Bylaw – Second Updated Proposal report.

Carried Unanimously

Motion 18-78

Kishi/Sproule

THAT Council direct staff to work with the Cumberland Road Local Area Service participants in the creation of a new property owners' petition based on the parameters of their letter dated December 22, 2017, along with their email of January 24, 2018; and THAT Council direct staff to begin the process of repealing "Cumberland Road Local Area Service Establishment Bylaw No. 1068, 2017" and replacing it with a new bylaw to reflect the updated parameters.

Carried Unanimously

6.6 Social Procurement Update

Motion 18-79

Kishi/Sullivan

THAT Council receive the Social Procurement Update report for information.

Carried Unanimously

6.7 AVICC Region Community Benefit Hub to Advance Strategic Procurement

Motion 18-80

Kishi/Sullivan

THAT Council receive the AVICC Region Community Benefit Hub to Advance Strategic Procurement report.

Carried Unanimously

Motion 18-81

Ketler/Kishi

THAT Council support the Community Benefit Hub Pilot Project as presented by the AVICC working group; THAT Council direct staff to enter into a two-year pilot period agreement with the City of Victoria and other founding strategic procurement members based on the AVICC membership funding model; and THAT Council direct staff to increase the operating budget in the amount of \$1,700 for 2018 and 2019 Council membership and travel to be funded by growth tax operating reserve; and THAT Council appoint Mayor Baird to the Steering Committee for the Community Benefit Hub for the AVICC region.

Carried Unanimously

6.8 Continuation of the Homelessness and Affordable Housing Select Committee

Motion 18-82

Ketler/Sullivan

THAT Council receive the Continuation of the Homelessness and Affordable Housing Select Committee report.

Carried Unanimously

Motion 18-83

Kishi/Sproule

THAT Council continue the Homelessness and Affordable Housing Select Committee to June 2019; cancel the August, October and December 2018 meetings, and update the Committee scope of work to

- explore the establishment and funding of a Cumberland not-for-profit housing corporation that is independent of the municipality;
- facilitate partnerships, specifically with development and non-profit partners, to identify project opportunities for any type of housing in conjunction with the mayor and Village staff; and
- any other matters referred to it by Council.

Carried Unanimously

6.9 Continuation of the Accessibility Select Committee

Motion 18-84

Ketler/Sproule

THAT Council receive the Continuation of the Accessibility Select Committee report.

Carried Unanimously

Motion 18-85

Sullivan/Sproule

THAT Council continue the Accessibility Select Committee to June 2019 with the following scope of work:

- Review of community event manual with recommendations to make events more accessible; and outreach with special event coordinators
- Consult with emergency planning staff on accessibility
- Explore and investigate accessible tourism, and parks and trails mapping
- Make recommendations to Council on BC Accessibility 2024 opportunities

- And to make recommendation to Village staff on Village facilities, service provision, and other matters upon request.

Carried Unanimously

6.10 2018-2022 Financial Plan Committee of the Whole Report
Motion 18-86

Kishi/Sproule

THAT receive the 2018-2022 Financial Plan Committee of the Whole Report.

Carried Unanimously

Motion 18-87

Sullivan/Kishi

THAT Council approve the following Committee of the Whole recommendations:

- a. To reduce the growth contribution to the Emergency and Public Safety Reserve Fund in 2018 from \$80,000 to \$30,000, and re-allocate \$50,000 to general surplus to be set aside for 2018 projects.
- b. To increase the Managed Forest assessment class ratio to 5:1 for 2018.
- c. To increase the Light Industrial assessment class ratio to 3:1 for 2018.
- d. To reduce the Utility Worker 1 staff position to 6 months in 2018 with the savings allocated to the rate stabilization fund.
- e. To defer the 2018 budget of \$1,000 for the Affordable Housing brochure for developers to 2019.
- f. To cut the 2018 budget of \$1,500 for the Accessibility Select Committee education/conferences in 2018 only.
- g. To cut the Accessibility Select Committee promotions budget of \$300.
- h. To cut the 2018 budget of \$1300 for Victoria Day parade flags.
- i. To reduce the 2018 Homelessness and Affordable Housing budget of \$1,500 for education and conferences from \$1,500 to \$500.
- j. To reduce the heritage statements of significance budget from \$7,500 per year to \$500 per year.
- k. To remove the 2018 Cumberland Lake Park parking project budget of \$5,000.
- l. To approve the short-term borrowing from the Municipal Finance Authority through the Equipment Financing Program in the amount of \$200,000 for the purchase of a Vactor/flusher vehicle for a five year term that must be repaid in five years.

- m. To approve the short-term borrowing from the Municipal Finance Authority through the Equipment Financing Program in the amount of \$40,000 for the purchase of a service truck for a five year term that must be repaid in five years.
- n. To approve the short-term borrowing from the Municipal Finance Authority through the Equipment Financing Program in the amount of \$219,790 for the purchase of a fire engine for a five year term that must be repaid in five years.
- o. To defer making decision on the funding request from the Cumberland Museum and Archives and work with the Society on the museum expansion and upgrades feasibility study and defining future funding.
- p. To defer consideration of funding for a Leisure Access Program to the 2020 budget process when a part-time Recreation Worker is added to staffing.
- q. To direct Recreation staff to explore grant opportunities and partnerships for free or subsidized recreation programs for adults and seniors.
- r. To investigate allocation of \$47,000 from the Parkland Acquisition Reserve Fund towards the purchase of additional parcels of land for the Cumberland Community Forest in 2018.
- s. To donate \$1,000 from Host Community Amenity funds to the Kumugwe Society for the Potlach 67-67 art showcase.
- t. To approve \$25,000 in funding toward the CVRD engineering design study for a bridge across the Inland Island Highway and that the Village not commit to any further funding for the project at this time.

Carried Unanimously

6.11 2018 Corporate Strategic Priorities, Community Consultation
Motion 18-88

Sullivan/Ketler

THAT Council receive the 2018 Corporate Strategic Priorities, Community Consultation report.

Carried Unanimously

Motion 18-89

Sullivan/Sproule

THAT Council direct that the proposed 2018 Corporate Strategic Priorities be included on the February 19, 2018 Village Hall meeting agenda for community consultation.

Carried Unanimously

- 6.12 Recycle BC Contract Extension Request
Motion 18-90

Kishi/Ketler

THAT Council receive the Recycle BC Contract Extension report.

Carried Unanimously

Motion 18-91

Kishi/Sproule

THAT Council approve the extension of the Recycle BC (formerly MMBC) Master Services Agreement in the form of Change Order #1 as attached; and THAT Council authorize the Chief Administrative Officer to execute Change Order #1.

Carried Unanimously

- 6.13 January 2018 Recreation Department Report
Motion 18-92

Sullivan/Ketler

THAT Council receive the January 2018 Recreation Department Report for information.

Carried Unanimously

- 6.14 Protective Services Report, January 2018
Motion 18-93

Ketler/Sproule

THAT Council receive the Protective Services Report, January 2018 for information.

Carried Unanimously

- 6.15 January 2018 Operations Department Report
Motion 18-94

Kishi/Sullivan

THAT Council receive the January 2018 Operations Department Report for information.

Carried Unanimously

- 6.16 January 2018 Finance and Administration Report
Motion 18-95

Kishi/Ketler

THAT Council receive the January 2018 Finance and Administration Report for information.

Carried Unanimously

- 6.17 January 2018 Chief Administrative Officer Report
Motion 18-96

Kishi/Sullivan

THAT Council receive the January 2018 Chief Administrative Officer Report for information.

Carried Unanimously

- 6.18 Council Reports
6.18.1 Mayor Leslie Baird
6.18.2 Councillor Jesse Ketler
6.18.3 Councillor Roger Kishi
6.18.4 Councillor Gwyn Sproule
6.18.5 Councillor Sean Sullivan

Motion 18-97

Sproule/Kishi

THAT the Council reports be received.

Carried Unanimously

- 6.19 AVICC Resolution: Continuation of Income Subsidy Benefits
Motion 18-98

Sullivan/Sproule

THAT Council receive the AVICC Resolution: Continuation of Income Subsidy Benefits report.

Carried Unanimously

Motion 18-99

Ketler/Sproule

THAT Council submit a resolution on *Continuation of Income Subsidy Benefits* to the Association of Vancouver Island and Coastal Communities.

Carried Unanimously

7. Bylaws

- 7.1 Revenue Anticipation Borrowing Bylaw No. 1072, 2018
Motion 18-100

Sproule/Sullivan

THAT Council adopt the "Revenue Anticipation Borrowing Bylaw No. 1072, 2018".

Carried Unanimously

- 7.2 2017-2021 Financial Plan Amendment Bylaw No. 1076, 2018
Motion 18-101

Sproule/Kishi

THAT Council adopt the "2017-2021 Financial Plan Amendment Bylaw No. 1076, 2018".

Carried Unanimously

- 7.3 Council Procedure Amendment Bylaw No. 1078, 2018
Motion 18-102

Sullivan/Kishi

THAT Council receive the Council Procedure Amendment Bylaw report.

Carried Unanimously

Motion 18-103

Kishi/Sullivan

THAT Council give first reading to "Council Procedure Amendment Bylaw No. 1078, 2018" as presented with the addition of the words "and section 8(1)" in section 2, and the removal of the words "for health reasons" in proposed section 7.1(1).

Carried Unanimously

Motion 18-104

Kishi/Ketler

THAT Council give public notice of the proposed amendments to the Council Procedure Bylaw.

Carried Unanimously

8. Consent Calendar

None

9. New Business

- 9.1 Advisory Planning Commission Bylaw Review
Motion 18-105

Sproule/Kishi

THAT Council consider a report at the February 26, 2018 regular Council meeting recommending that Council direct staff to review and update the "Advisory Planning Commission Bylaw No 999, 2014".

Carried Unanimously

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.

- Budget and Strategic Priorities Village Hall and Open House on February 19 at 7 pm
- Accessibility Committee meeting on February 20 at 6:00 pm
- Homelessness and Affordable Housing Committee meeting on February 21 at 9 am

11. Question Period

Council considered the following questions from the public:

- Whether roads built on Stage Coach lands are to haul gravel and whether there can be a tax or permission for trucks hauling gravel on Bevan Road
- With the Committee of the meeting postponed for the Trilogy development, is there a reason not to require another neighbourhood meetings?

12. Closed Portion

Sproule/Sullivan

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

- Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- Labour relations or other employee relations.

Carried Unanimously

13. Adjournment
Ketler/Sproule

THAT Council adjourn the meeting at 10:20 p.m.

Carried Unanimously

Certified Correct:

Mayor

Corporate Officer