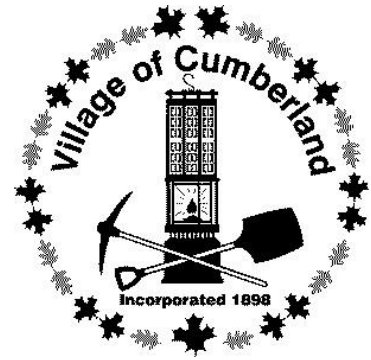


REGULAR AGENDA

23/2018/R



**The Corporation of the Village of Cumberland
Regular Council Meeting
August 13, 2018 at 5:30 p.m.
Village Council Chambers**

*We are honoured to gather on the unceded traditional territory
of the K'ómoks First Nation.*

1. Approval of Agenda

- 1.1 Agenda for regular Council meeting, August 13, 2018
***Recommend THAT Council approve the agenda for the regular
Council meeting, August 13, 2018.***

2. Adoption of Minutes

- 2.1 Minutes of the Council meeting held July 23, 2018 1
***Recommend THAT Council approve the minutes of the Council
meeting held July 23, 2018.***
- 2.2 Minutes of the Public Hearing held August 8, 2018 9
***Recommend THAT Council approve the minutes of the Public
Hearing held August 8, 2018.***
- 2.3 Receipt of Committee Minutes 14
Recommend THAT Council receive the minutes of the:
• ***Heritage Commission, June 4, 2018***

3. Delegations

- 3.1 Caroline Nestor, Public Relations Manager and Kabel Atwal, Project 16
Manager, 3L Developments Inc.
• Residential Community of Riverwood
***Recommend THAT Council receive the delegation of Caroline
Nestor, Public Relations Manager and Kabel Atwal, Project
Manager, 3L Developments Inc. re: Residential Community of
Riverwood.***

4. Unfinished Business

5. Correspondence

- 5.1 Joan Miller, Film Commissioner, Vancouver Island North Film Commission re: Letter of Support re-Change in Filming Locations 17
- i) Recommend THAT Council receive the correspondence from Joan Miller, Film Commissioner, Vancouver Island North Film Commission re: Letter of Support re-Change in Filming Locations*
- ii) Recommend THAT Council consider providing a letter to the Ministry of Transportation in support of the use and closure of the Inland Island Highway from Buckley Bay/Cook Creek north to Exit 117 (Cumberland/Courtenay/Comox) for the filming of Sonic the Hedgehog feature film in September 2018 including any concerns regarding the closure.*

6. Reports

- 6.1 Development Variance Permit Application - 2817 Wellington Street 43
Prepared by Joanne Rees, Planner
- i) Recommend THAT Council receive the report "Development Variance Permit Application – 2817 Wellington Street" dated July 27, 2018.*
- ii) Recommend THAT Council refer the application for a Development Variance Permit for 2817 Wellington Street to the meeting of the Advisory Planning Commission, tentatively scheduled for September 4, 2018.*
- 6.2 Unveiling the STEP Code 48
Prepared by Ken Rogers, Manager of Development Services
- i) Recommend THAT Council receive the report Unveiling the Step Code dated July 10, 2018 for information only.*
- 6.3 Coal Valley Booster Station Report 69
Prepared by Rob Crisfield, Manager of Operations
- i) Recommend THAT Council receive the Coal Valley Booster Station report for information;*
- ii) AND THAT Council provide direction on the final colour scheme*
- iii) for the Booster Station building.*
- 6.4 Fire Hall Design Next Steps Report 75
Prepared by Sundance Topham, Chief Administrative Officer

- i) Recommend THAT Council receive the Fire Hall Design Next Steps Report.*
- ii) Recommend THAT Council approve the additional expenditure of up to \$125,000, to be funded through general accumulated surplus, for the Cumberland Fire Hall Detailed Design and Consultation and direct staff to bring forward an amendment to the adopted 2018-2022 Financial Plan Bylaw to reflect this expenditure;*

AND THAT the Village of Cumberland enter into a contract with MKM Projects Ltd. as per their alternative proposal for pre-construction and construction management services for the Village of Cumberland Fire Hall, and authorize the Chief Administrative Officer to execute the contract.

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| 6.5 | Deputy Approving Officer Appointment
Prepared by Sundance Topham, Chief Administrative Officer | 82 |
| | <ul style="list-style-type: none"><i>i) Recommend That Council receive the Deputy Approving Officer Appointment report.</i><i>ii) Recommend THAT pursuant to Section 77 of the Land Title Act Council appoint Ken Rogers as Deputy Approving Officer for the Village of Cumberland.</i> | |
| 6.6 | Water Conservation Plan Report
Prepared by Rob Crisfield, Manager of Operations | 84 |
| | <ul style="list-style-type: none"><i>i) Recommend THAT Council receive the final Water Conservation Plan report from Wedler Engineering;</i><i>ii) AND Recommend THAT Council adopt the Water Conservation and Reuse Program Proposed Public Outreach and Rebate Plan report as the Village's water conservation plan for the next five years.</i> | |
| 6.7 | Temporary Street Closure and Noise Exemption, Grizedale Block Party
Prepared by Rachel Parker, Deputy Corporate Officer | 122 |
| | <ul style="list-style-type: none"><i>i) Recommend THAT Council receive the Temporary Street Closure and Noise Exemption, Grizedale Block Party report.</i><i>ii) Recommend THAT Council approve the temporary street closure of Grizedale Avenue and an exemption to the Noise Control Bylaw on September 15, 2018 from noon to midnight for a residential block party.</i> | |

- 6.8 July 2018 Recreation Department Report
Prepared by Genevieve Burdett, Recreation Coordinator and
Kevin McPhedran, Parks and Outdoor Recreation Coordinator
- Recreation Programming Report 125
 - Parks and Outdoor Recreation Report 128
- Recommend THAT Council receive the July 2018 Recreation
Department Report for information.***
- 6.9 Protective Services Report July 2018 130
Prepared by Mike Williamson, Fire Chief / Manager of Protective
Services
- Bylaw Enforcement Report 133
 - WildSafe BC Report 135
- Recommend THAT Council receive the Protective Services Report
July 2018.***
- 6.10 July 2018 - Economic Development Report 137
Prepared by Kaelin Chambers, Economic Development Coordinator
***Recommend THAT Council receive the July 2018 - Economic
Development Report for information.***
- 6.11 July 2018 - Development Services Department Report 140
Prepared by Ken Rogers, Manager of Development Services
- Planning Report 142
- Recommend THAT Council receive the July 2018 - Development
Services Department Report for information.***
- 6.12 July 2018 - Operations Department Report 147
Prepared by Rob Crisfield, Manager of Operations
- Public Works Report 150
- Recommend THAT Council receive the July 2018 - Operations
Department Report for information.***
- 6.13 July 2018 Finance and Administration Report 152
Prepared by Michelle Mason, Financial Officer and Rachel Parker,
Deputy Corporate Officer
***Recommend THAT Council receive the July 2018 Finance and
Administration Report for information.***

- 6.14 July 2018 Chief Administrative Officer Report 157
Prepared by Sundance Topham, Chief Administrative Officer
Recommend THAT Council receive the July 2018 Chief Administrative Officer Report for information.
- 6.15 Council Reports
6.15.1 Mayor Leslie Baird 160
6.15.2 Councillor Jesse Ketler 162
6.15.3 Councillor Roger Kishi 163
6.15.4 Councillor Gwyn Sproule 164
6.15.5 Councillor Sean Sullivan - Verbal Report
Recommend THAT the Council reports be received.
7. Bylaws
- 7.1 Council Remuneration Bylaw No. 1089, 2018 165
Prepared by Rachel Parker, Deputy Corporate Officer
i) Recommend THAT Council receive the Council Remuneration report.
ii) Recommend THAT Council give first, second, and third reading to "Council Remuneration Bylaw No. 1089, 2018".
- 7.2 Development Procedure and Fees Bylaw No. 1073, 2018 175
Prepared by Ken Rogers, Manager of Development Services
i) Recommend THAT Council receive "Development Procedures and Fees Bylaw No. 1073, 2018" dated July 5, 2018.
ii) Recommend THAT Council give first, second, and third readings to the "Development Procedures and Fees Bylaw No. 1073, 2018" as presented.
- 7.3 Cannabis Retail Sales Report 238
Prepared by Ken Rogers, Manager of Development Services
i) Recommend THAT Council receive the Cannabis Retail Sales Report;
ii) Recommend THAT Zoning Amendment Bylaw No. 1085, 2018 be given third reading;
iii) Recommend THAT Business Licence Amendment Bylaw No. 1086, 2018 be given third reading;
iv) Recommend THAT Council receive for information only Policy No 9.5 Cannabis Retail Sales.

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 Chair Bruce Jolliffe, Comox Valley Regional District, Initiation of Regional Growth Strategy Bylaw No. 120, Amendment No. 1 256
- Recommend THAT Council receive the consent calendar.***

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.

- Obon Tour and Service at Japanese Cemetery, August 18 at 10 am
- Wastewater Loan Authorization AAP Deadline is August 24 at 4:30 pm
- Advisory Planning Commission, September 4, 2018 at 11 am
- Candidate Nomination Period is from September 4, 2018 at 9 am to September 14, 2018 at 4 pm

11. Question Period

A member of the public may only inquire about items included on the agenda for that meeting during a question period.

12. Adjournment