

REGULAR AGENDA

31/2019/R



The Corporation of the Village of Cumberland

**Regular Council Meeting
November 12, 2019 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, November 12, 2019
***Recommend THAT Council adopt the agenda for the November
12, 2019 Regular Council meeting.***

2. Adoption of Minutes

- 2.1 Adoption of Committee Minutes 1
***Recommend THAT Council adopt the following meeting
minutes:***
- ***Regular Council held October 28, 2019***
 - ***Committee of the Whole held November 1, 2019***
- 2.2 Receipt of Committee Minutes 12
Recommend THAT Council receive the following meeting minutes:
- ***Heritage Committee held October 7, 2019***
 - ***Economic Development Committee held July 10, 2019***

3. Delegations

4. Unfinished Business

5. Correspondence

6. Reports

- | | | |
|-----|---|----|
| 6.1 | No. 2 Dam Preliminary Design Update
Prepared by Rob Crisfield, Manager of Operations | 18 |
| | <ul style="list-style-type: none"><i>i. Recommend THAT Council receive the No. 2 Dam Preliminary Design Update report.</i><i>ii. Recommend THAT Council approve the expenditure of up to \$14,000, to be funded through the water financial stabilization reserve, for the completion of the No. 2 Dam preliminary design work.</i><i>iii. Recommend THAT Council direct staff to bring forward an amendment to the adopted 2019-2023 Financial Plan Bylaw to reflect this expenditure.</i> | |
| 6.2 | Partnership Proposal, The Beacon Project at 2688 Penrith Road
Prepared by Rachel Parker, Corporate Officer | 21 |
| | <ul style="list-style-type: none"><i>i. Recommend THAT Council receive Partnership Proposal, The Beacon Project at 2688 Penrith Avenue report.</i><i>ii. Recommend THAT Council wait until the completion of the Cumberland Child Care Community inventory and Space Creation Plan before considering any partnership to create new child care spaces, and direct staff to consult with Childcare BC New Space Fund staff to clarify funding requirements.</i> | |
| 6.3 | Crescent Street untitled land, Highway Closure and Disposal Request
Prepared by Ken Rogers, Manager of Development Services | 25 |
| | <ul style="list-style-type: none"><i>i. Recommend THAT Council receive the Crescent Street untitled land, Highway Closure and Disposal Request report.</i><i>ii. Recommend THAT Council direct staff to prepare a Crescent Street untitled land Closure and Disposal Bylaw for Council consideration.</i> | |

- 6.4 2020-2024 Financial Plan, Committee of the Whole Report 28
Prepared by Mayor Baird, Chair
- i. Recommend THAT Council receive the 2020-2024 Financial Plan Committee of the Whole Report.*
 - ii. Recommend THAT Council include the \$21,600 Human Resources Consulting budget for five years in the financial plan for 2020 to 2024.*
 - iii. Recommend THAT Council allocate \$1,000 for the Student Council for 2020 in the 2020 to 2024 Financial Plan funded through Host Amenity funds.*
- 6.5 Outstanding Action Items 29
Recommend THAT Council receive the Outstanding Action Items report.
- 6.6 Cheque Register 42
Recommend THAT Council receive the Cheque Register Report for September/October 2019.
- 6.7 Vancouver Island Regional Library Trustee Appointments 53
Prepared by Rachel Parker, Corporate Officer
- i. Recommend THAT Council receive the Vancouver Island Regional Library Trustee Appointments report.*
 - ii. Recommend THAT Council appoint Councillor Brown as trustee and Councillor Sproule as alternate trustee to the Vancouver Island Regional Library Board for the 2020 calendar year.*
- 6.8 Council Reports
- 6.8.1 Mayor Leslie Baird 55
 - 6.8.2 Councillor Vickey Brown 56
 - 6.8.3 Councillor Jesse Ketler 58
 - 6.8.4 Councillor Gwyn Sproule 61
 - 6.8.5 Councillor Sean Sullivan – Verbal Report
- Recommend THAT the Council reports be received.*

7. Bylaws

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

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.

- Advisory Planning Commission, November 14 at 4 pm
- Special Council meeting on November 17 (closed to the public)
- Fire Hall Project and AAP Open House, November 18 from 10 am to noon and from 5 to 7pm
- Budget Village Hall and Open house, November 18 at 7 pm
- Accessibility Committee, November 19 at 9:30 am

11. Question Period

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

13. Closed Portion

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

- ***labour relations or other employee relations***

14. Adjournment

REGULAR MINUTES

29/2019/R



The Corporation of the Village of Cumberland

Regular Council Meeting October 28, 2019 at 5:30 p.m. Village Council Chambers

Council Present:

Mayor Leslie Baird
Councillor Vickey Brown
Councillor Jesse Ketler
Councillor Gwyn Sproule

Staff Present:

Tanalee Hesse, Chief Administrative Officer
Michelle Mason, Chief Financial Officer/Deputy CAO
Rob Crisfield, Manager of Operations
Rachel Parker, Corporate Officer
Ken Rogers, Manager of Development Services
Kevin McPhedran, Parks and Outdoor Recreation
Coordinator

Regrets:

Councillor Sean Sullivan

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

1. Approval of Agenda

- 1.1 Agenda for regular Council meeting, October 28, 2019
Motion 19-472

Ketler/Sproule

THAT Council adopt the agenda for the October 28, 2019 Regular Council meeting with the addition of Items 6.6 and 6.10.

Carried Unanimously

2. Adoption of Minutes

- 2.1 Minutes of the Regular Council meeting held October 15, 2019
2.2 Minutes of the Special Council meeting held October 17, 2019
Motion 19-473

Ketler/Brown

THAT Council adopt the minutes of the Regular Council meeting held October 15, 2019 and the minutes of the Special Council meeting held October 17, 2019.

Carried Unanimously

2.3 Receipt of Committee Minutes:

Motion 19-474

Ketler/Brown

THAT Council receive the following meeting minutes:

- Accessibility Committee meeting held September 16, 2019.
- Advisory Planning Commission meeting held September 12, 2019.

Carried Unanimously

3. Delegations

3.1 Meaghan Cursons, Kera McHugh, Megan Trumble, Bobby Herron, Sarah Hampton, Elevate

Motion 19-475

Ketler/Sproule

THAT Council receive the delegation of Meaghan Cursons and Kera McHugh, Elevate, regarding the Cumberland Summer Concert Series.

Carried Unanimously

4. Unfinished Business

4.1 Tonya Lowe, President; Dawn Schonberg, Team Member and Michelle Sandiford, Vice President of the Brick House Betties (BHB) Roller Derby regarding Non-profit gym rental fee increase.

Motion 19-476

Ketler/Brown

THAT Council direct staff to prepare a report on recreation facility fee bylaw structures and rates.

Carried Unanimously

5. Correspondence

5.1 Sue Loveless, Executive Director, Cumberland Community School Society, regarding request for letter of support for gaming funding

Motion 19-477

Sproule/Ketler

THAT Council receive the correspondence from Sue Loveless, Executive Director, Cumberland Community School Society, regarding request for letter of support for gaming funding.

Carried Unanimously

Motion 19-478

Brown/Ketler

THAT Council provide a letter of support for the Cumberland Community School Society for an application for gaming funding.

Carried Unanimously

6. Reports

- 6.1 Comox Valley Regional District, Official Community Plan Bylaw No. 337, 2014 Amendment Referral

Motion 19-479

Sproule/Ketler

THAT Council receive the Comox Valley Regional District OCP Bylaw No. 337, 2014 Amendment Referral report.

Carried Unanimously

Motion 19-480

Ketler/Brown

THAT Council direct staff to provide the following comments to the Comox Valley Regional District OCP Bylaw No. 337, 2014 Amendment Referral:
THAT the Council for the Village of Cumberland supports the proposed OCP Bylaw No. 337, 2014 under File 3350-20/CP 1CV 19.

Carried Unanimously

- 6.2 Fire Hall Project, Alternative Approval Process Update

Motion 19-481

Ketler/Brown

THAT Council receive the Fire Hall Project, Alternate Approval Process Update report.

Carried Unanimously

Motion 19-482

Brown/Sproule

THAT Council rescind the following resolution made September 30, 2019:

THAT Council establish the deadline of December 2, 2019 for receiving elector responses, establish the elector response form as presented for a single elector response, and make the determination that the total number of electors of the Village of Cumberland is 3100 electors for the alternate approval process for "Fire Hall Loan Authorization Bylaw No. 1122, 2019".

Carried Unanimously

Motion 19-483

Brown/Sproule

THAT Council establish the deadline of December 13, 2019 for receiving elector responses, establish the elector response form as presented for a single elector response, and make the determination that the total number of electors of the Village of Cumberland is 3100 electors for the alternate approval process for "Fire Hall Loan Authorization Bylaw No. 1122, 2019".

Carried Unanimously

6.3 Subdivision 2019-07-SV (Bevan Road) Trail Consideration Report

Motion 19-484

Ketler/Brown

THAT Council receive Subdivision 2019-07-SV (Bevan Road) Trail Consideration Report

Carried Unanimously

Members discussed the old railway corridor north of the Comox Valley Waste Management Centre as a linear park trail with the Deputy Approving Officer.

6.4 Rotary "Path to Recreation" Trail Proposal Update and Orchard Trail Improvement Project Proposal

Motion 19-485

Ketler/Brown

THAT Council receive the Rotary "Path to Recreation" Trail Proposal Update and Orchard Trail Improvements Project Proposal report.

Carried Unanimously

Motion 19-486

Brown/Ketler

THAT Council direct staff to enter into an Orchard Trail Improvement Project Partnership Agreement with the Rotary Club Cumberland Centennial and authorize the Chief Administrative Officer to execute the Agreement.

Carried Unanimously

6.5 Temporary Street Closure, Halloween Parade

Motion 19-487

Ketler/Brown

THAT Council receive the Temporary Street Closure, Halloween Parade report.

Carried Unanimously

Motion 19-488

Ketler/Brown

THAT Council approve the closure of Dunsmuir Avenue from First Street to Fourth Street on October 31, 2019 from 3:50 p.m. to 6:00 p.m. for the Halloween Parade.

Carried Unanimously

6.6 Council Member Appointments

Motion 19-489

Ketler/Sproule

THAT Council receive the Council Member Appointments report.

Carried Unanimously

Motion 19-490

Brown/Ketler

THAT Council appoint

- (a) Councillor Ketler as director to the Comox Valley Regional District Board and primary representative on the
 - Comox Valley Regional District Board
 - Comox Valley Sports Centre Commission
- (b) Councillor Sullivan as alternate director to the Comox Valley Regional District Board and primary representative on the
 - Comox Strathcona Regional Hospital District Board
 - Comox Strathcona Waste Management Board
- (c) Councillor Brown as liaison and Councillor Ketler as alternate liaison to the Comox Valley Regional District, Integrated Regional Transportation Select Committee.
- (d) Councillor Ketler as advisory participant representative to the Comox Valley Coalition to End Homelessness.
- (e) Councillor Brown as director and Councillor Sullivan as alternate director to the Comox Valley Community Justice Centre Board.
- (f) Mayor Baird to the Island Coastal Economic Trust, North Island-Sunshine Coast Regional Advisory Committee.

- (g) Councillor Brown as director, and Councillor Sproule as alternate director to the Vancouver Island Regional Library Board commencing November 1, 2019.
- (h) Councillor Brown as member and Councillor Sullivan as alternate to the Accessibility Select Committee.
- (i) Councillor Sullivan as member and Councillor Brown as alternate to the Economic Development Steering Committee.
- (j) Councillor Sproule as member and Councillor Ketler as alternate to the Heritage Committee.
- (k) Councillor Ketler as member and Mayor Baird as alternate to the Homelessness and Affordable Housing Select Committee.
- (l) Councillor Sullivan as member and Councillor Brown as alternate to the Wastewater Advisory Committee.

Acting Mayor

Motion 19-491

Sproule/Ketler

THAT Council appoint the following acting mayors for the period indicated:

Councillor Ketler November 2019 to January 2020

Councillor Brown February to April 2020

Councillor Sullivan May to July 2020

Councillor Gwyn August to October 2020

Carried Unanimously

6.7 2020 Council Meeting Schedule

Motion 19-493

Ketler/Brown

THAT Council receive the 2020 Council Meeting Schedule report.

Carried Unanimously

Motion 19-494

Sproule/Ketler

THAT Council approve the 2020 Council Meeting Schedule and direct staff to give public notice of the availability of the annual schedule.

Carried Unanimously

6.8 Financial Performance Report – Third Quarter 2019

Motion 19-495

Ketler/Brown

THAT Council receive the Financial Performance Report – Third Quarter 2019 report for information.

Carried Unanimously

- 6.9 Report on meeting with Executive Director of the Co-operative Housing Federation of BC
Motion 19-496

Ketler/Brown

THAT Council receive the report on the Co-operative Housing Federation of BC.

Carried Unanimously

Motion 19-497

Brown/Sproule

THAT Council direct staff to prepare a list of possible publicly-owned sites within the Village of Cumberland that could be further evaluated by Co-operative Housing Federation of BC, for the feasibility of a Co-op Housing project.

Carried Unanimously

- 6.10 Temporary Street Closure, Remembrance Day Service
Motion 19-498

Ketler/Brown

THAT Council receive the Temporary Street Closure, Remembrance Day Service report.

Carried Unanimously

Motion 19-499

Ketler/Sproule

THAT Council approve the temporary street closure of Dunsmuir Avenue from Second Street to Sixth Street, and Third Street from Dunsmuir south to the alley, on November 11, 2019 from 9:45 to 11:45 am for the Remembrance Day parade and service.

Carried Unanimously

7. **Bylaws**
None

8. **Consent Calendar**
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 notices of motion introduced by a council member.

- Committee of the Whole budget meeting, November 1 at 9 am
- Heritage Committee, November 4 at 5:30 pm

11. Question Period

Questions were received on the following matters:

- Committee appointments
- Developer information meeting information on Village website, searchable by address, notice only to owners

12. Closed Portion

Motion 19-500

Sproule/Ketler

THAT pursuant to Section 90 of the *Community Charter* Council close the meeting to the public to consider at 6:43pm:

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

Carried Unanimously

13. Adjournment

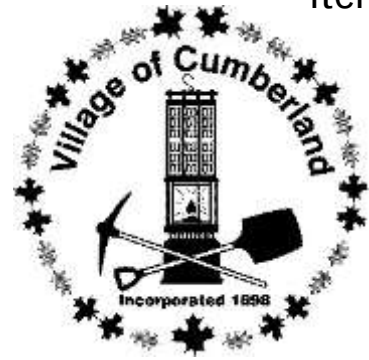
Certified Correct:

Mayor

Corporate Officer

C.O.T.W. MINUTES

30/2019/COTW



The Corporation of the Village of Cumberland

Committee of the Whole Meeting November 1, 2019 at 9:00 a.m. Village Council Chambers

2020-2024 Financial Plan Workshop

Council Present:

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

Staff Present:

Tanalee Hesse, Chief Administrative Officer
Michelle Mason, Chief Financial Officer/Deputy CAO
Rob Crisfield, Manager of Operations
Rachel Parker, Corporate Officer
Ken Rogers, Manager of Development Services
Ryan Coltura, Manager of Recreation
Mike Williamson, Manager of Protective Services

Regrets:

Councillor Vickey Brown

Mayor Baird called the meeting to order at 9:04 am.

1. Approval of Agenda

1.1 Agenda for the Committee of the Whole meeting, November 1, 2019.

Ketler/Sproule

THAT the Committee of the Whole approve the agenda for the Committee of the Whole meeting, November 1, 2019.

Carried Unanimously

2. Proposed 2020-2024 Financial Plan, Staff Report

Prepared by Michelle Mason, Financial Officer

Ketler/Sullivan

THAT Council receive the Proposed 2020-2024 Financial Plan, Staff Report

Carried Unanimously

Discussions took place on the priority-setting process for this year's budget, focus on facility maintenance, and proposed percentage budget increases over the next five years, and that a 1% increase equates to approximately \$30,000.

3. Budget Package

Staff reviewed department budgets.

Discussion took place on

- Requesting the Comox Valley Community Foundation to present to Council on allocating Village special project grant funds.
- Considering a multi-modal transportation plan as a long-term priority at the 2020 Strategic Priorities session in May 2020
- Requesting Cumberland Rotary to assist in funding Cumberland Lake Park bike racks and playground equipment

The meeting adjourned for lunch from 12:15 to 12:50 pm.

Members reviewed the Priority #3 projects.

Ketler/Sproule

THAT the Committee of the Whole recommend that Council include the \$21,600 Human Resources Consulting budget for five years in the financial plan for 2020 to 2024.

Carried

Ketler/Sullivan

THAT the Committee of the Whole recommend that Council allocate \$1,000 for the Student Council for 2020 in the 2020 to 2024 Financial Plan funded through Host Amenity funds.

Carried

Discussion took place on

- the importance of funding a facility maintenance plan and long term facility planning,
- projected property tax increases of the next five years,
- using funds from Public Safety Reserve to transition tax impact of potential fire hall debt,
- automatic 2% increase for labour, which is significant part of budget and operating budget increases
- use of Community Works Funds and utility revenues for five year capital budget
- funding for No. 2 dam upgrades
- expected requirement for a ladder truck in future for protective services depending on industrial, multi-family and downtown development

- expected increases in solid waste costs and increase in tipping fees
- reduction in expected utility fee increase for 2020 due to growth
- leave distribution of property taxes among property classes as is for 2020 financial plan bylaw and wait until completion of investment action plan and consider for 2021 budget
- no proposed change to permissive tax exemption policy in financial plan bylaw

4. Summary and Direction to Staff

Ketler/Sproule

THAT the Committee of the Whole direct staff to prepare the public meeting package and the financial plan bylaw for the November 18, 2019 Village Hall/Budget Open House.

Carried Unanimously

5. Question Period

There were no questions.

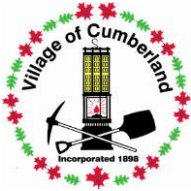
6. Adjournment

The meeting was adjourned at 3:17 pm.

Certified Correct:

Mayor

Corporate Officer



Heritage Committee
Meeting Minutes

Monday, October 7, 2019, 5:30 p.m.
Council Chambers, 2675 Dunsmuir Avenue, Cumberland, BC.

PRESENT: Councillor Gwyn Sproule
Donna Frawley
Lena McCliesh
Meaghan Cursons (Acting Chair)
Melissa Roeske
Sheila Davis

STAFF: Karin Albert, Senior Planner

INTERN STUDENT: Becky Thiessen

APPLICANTS: Mike Dalton
Phillipa Atwood

1. Call to Order 5:35 pm

2. Approval of Agenda

Cursons/Sproule: "THAT the agenda be approved."

CARRIED

3. Approval of the Minutes

Sproule/Cursons: "THAT the minutes of September July 15, 2019 be approved."

CARRIED

4. Welcome to New Committee Members

The Committee welcomed Sheila Davis, Donna Frawley, Lena McCliesh and Melissa Roeske as new members of the Heritage Committee, and Becky Thiessen, Master of Community Planning Student at VIU, who is doing a short internship with the Village to develop Statements of Significance.

5. Old Business

None.

6. New Business

6.1 Referral from Council – 2700 Dunsmuir Avenue Heritage Alteration Permit Application

Agent and architect Phillipa Atwood and owner Mike Dalton presented on the application, showed colour and material samples and answered questions.

Roeske/McCliesh: “THAT the Heritage Committee recommend that Council approve the 2019-01-HAP with the deletion of 3 a) *iii Landscaping within the Statutory Right-of-Way* for property described as Parcel B (DDA26122) of Lots 3 and 4, Block 3, District 21, Nelson District, Plan 522 (2700 Dunsmuir Avenue) but otherwise substantially in compliance with the Heritage Alteration Permit, dated October 4, 2019.

CARRIED

Roeske/Sproule: THAT the Heritage Committee recommend that Council approve the Development Variance to vary the minimum floor-to-ceiling height of the ground floor from 4.2 m (13.8 ft) to 3.7 m (12.2 ft) of property described as Parcel B (DDA26122) of Lots 3 and 4, Block 3, District 21, Nelson District, Plan 522 (2700 Dunsmuir Avenue).

CARRIED

6.2 Discussion on Statements of Significance to be developed

Becky Thiessen is working on Statements of Significance for the following sites:

- Coal Beach and #4 Mine Site
- Perseverance Creek
- The Big Store

The Committee provided suggestions for resources and exchanged contact information to arrange site visits and interviews. Becky will present drafts for discussion at the Monday, November 4, 2019 meeting.

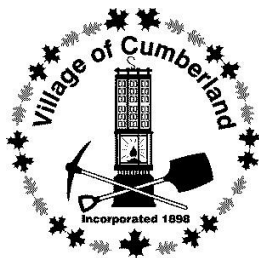
7. Next Meeting: Monday, November 4, 5:30pm.

8. Termination

Frawley: Motion to adjourn.

Time: 7:40pm.

Certified Correct:	Confirmed:
Chair	Deputy Corporate Officer



Corporation of the Village of Cumberland

2673 Dunsmuir Avenue
P.O. Box 340
Cumberland, BC V0R 1S0
Telephone: 250-336-2291
Fax: 250-336-2321
cumberland.ca

Economic Development Steering Committee Minutes April 10, 2019 at 6:00 pm Council Chambers

Members Present:

Roger Albert
Meaghan Cursons
Chris Higgins
Mike Manara
Melissa Roeske
Nick Ward
Councillor Sean Sullivan

Staff:

Kaelin Chambers, Economic Development Coordinator

Regrets: Sean Carberry, Troy Ellis, Sundance Topham (CAO)

Mr. Chambers called the meeting to order at 6:00 pm

1. Approval of Agenda

Higgins/Ward: THAT the agenda be approved.
Carried

2. Adoption of Minutes

Albert/Roeske: THAT the minutes of January 16, 2019 be adopted.
Carried

3. Delegations

4. Correspondence

5. Unfinished Business

5.1 Review of Follow up Actions from January 16, 2019

The Economic Development Coordinator (EDC) provided a review of the follow up actions from the January 16, 2019 meeting

6. New Business

6.1 Review of Work-to-Date and Strategy Progress

The EDC reviewed the Economic Development Strategy Progress Tracker. The Progress Tracker is based on the Implementation Monitoring process outlined in the Strategy and is designed to inform and report on whether the actions outlined in the Strategy are being worked on and completed.

The EDC provided an update on each Strategy and the work completed to-date, including:

- Strategy 1 – Conduct Investment Attraction
 - The EDC received approval for the 2018 grant submission to the Rural Dividend Fund (RDF) seeking financial support to conduct investment attraction analysis.
- Strategy 2 – Leverage Industrial Assets
 - An update was provided on the Village's proposed Landfill Gas Project with the CVRD.
 - Details were discussed regarding potential interest in the Bevan Industrial Lands and the EDCs role in facilitating discussions with property owners.
- Strategy 3 – Support Creation of Community Development Corporation/Investment Fund
 - Details were provided regarding the planning of a public information session
 - Chris Higgins acknowledged that First Credit Union would be interested in supporting this strategy.
- Strategy 4 – Support Arts and Culture as an Economic Driver
 - EDC acknowledged that it was likely that this strategy would not be implemented until the completion of the recent RDF funded projects (investment attraction and economic development web-portal).
 - Committee members discussed the organizations/interests that would be involved in an arts and culture strategy/plan.
 - The Committee were favourable to arts and culture being inclusive with respect to local cultural interests (ie music, recreation, historical events...etc.)
 - The EDC continues to explore grant funding opportunities to support the facilitation of Strategy 4
- Strategy 5 – Expand Accommodation Options in the Village
 - The EDC is exploring grant funding opportunities to support the development of a Village Accommodation Strategy.
- Strategy 6 – Village Core Improvements
 - The EDC has engaged the local business community to gauge interest in establishing a Business Improvement Area (BIA) for the Village core (i.e. Dunsmuir Ave).

- A meeting with local business owners and commercial property owners was held in February 2019.
- The local business community continues to explore the interests and/or feasibility of a local business organization.
- Strategy 7 – Create a More Business Friendly Environment
 - A grant submission to the RDF seeking financial support for the creation of a new business web-portal was approved.
 - The EDC noted the Village was in the process of developing/circulating an RFP for the creation of a web-portal which will facilitate the Village's ability to more effectively support and promote local economic opportunities.
- Strategy 8 – Support Diversification and Better Packaging of Tourism Opportunities
 - The EDC is exploring grant funding opportunities to support the facilitation of engagement amongst local tourism operators.
 - This strategy will also be supported through the development of Investment Attraction Analysis (Strategy 1), as well as the implementation of a new business web-portal (Strategy 7).

6.2 Rural Dividend Funding (Next Steps)

- The EDC provided an update that the Village's 2018 RDF grant application was successful
- A total of \$80,000 was being provided by RDF to support the Village in completing two key projects as per the Economic Development Strategy, including:
 - \$40,000 to be allocated to the creation of an Investment Attraction Action Plan
 - The EDC noted that part of this Plan would include a conceptual design/plan for the Bevan Industrial Lands
 - The committee discussed the role of the EDC (and Village) in promoting economic opportunities related to the sell of private lands (ie Bevan Industrial Lands)
 - \$40,000 to be allocated towards the creation of an economic Development Web-portal
 - The EDC noted that the Village was in the process of developing/circulating requests for proposals to select a consultant to complete the projects.

6.3 Connect Communities BC

- The Committee was joined by guests Leigh Badgley and Bill Weaver who are producing a short video on Cumberland's economy on behalf of Connected Communities BC.
- Members discussed their role as interviewees in the video and provided input on the subject matter

7. Upcoming meetings

7.1 Next meeting is scheduled for Wednesday July 10, 2019

8. Adjournment

8.1 The meeting was adjourned at 7:35 pm.

Certified Correct:

Chair

Corporate Officer

COUNCIL REPORT



REPORT DATE: October 28, 2019
 MEETING DATE: November 12, 2019

TO: Mayor and Council

FROM: Rob Crisfield, Manager of Operations

SUBJECT: No. 2 Dam Preliminary Design Update

RECOMMENDATION

1. THAT Council receive the No. 2 Dam Preliminary Design Update report;
2. THAT Council approve the expenditure of up to \$14,000, to be funded through the water financial stabilization reserve, for the completion of the No. 2 Dam preliminary design work;
3. THAT Council direct staff to bring forward an amendment to the adopted 2019-2023 Financial Plan Bylaw to reflect this expenditure.

SUMMARY

Work began on the preliminary design work on the No. 2 Dam in 2017. This design process has been interesting as there are a number of stakeholders and issues to consider. Village staff primarily focused on the dam itself along the potential for micro hydro generation. Staff at the Ministry of Forest Land & Natural Resource Operations (FLNRO) were engaged to discuss continued use of the current spillway. We are also waiting to hear back on the Investing in Canada Infrastructure Program (ICIP) grant application submitted at the beginning of the year and do not anticipate we'll know if we were successful until the end of 2019. Along with a summary of work done to date, staff are requesting additional funds to complete the preliminary design.

BACKGROUND

Work has been ongoing with the preliminary or conceptual design of the No. 2 Dam. This particular project has been interesting as there have been a lot of moving parts and stakeholder interests. The design process to date, has evolved and can really be broken down into three components listed below.

Original Pre-Design Scope

Initially the focus of the predesign was to look at options for handling and spilling water along with the dam replacement itself, and develop up to five pre-design alternatives along with an analysis to determine the feasibility of micro hydro generation. After some initial discussions with the Dam Safety Branch of FLNRO it was clear that our options would be limited (no upstream diversion of water would be allowed). So staff worked with the consultant to develop a concept for the dam and complete the hydro analysis. Staff also

engaged the Director of Water Licensing at FLNRO to get a better understanding of what they would permit moving forward in relation to continued spilling of water out the back end and down to Perseverance Creek. Staff were advised that the Village would need to address the current erosion and perform some form of mitigation as part of the re-design process for the dam.

As mentioned above, the consultant has also looked at the feasibility of including a micro hydro generation component to this project. Indications are that micro hydro generation in the neighborhood of .95 megawatts is feasible and with grant funding, and would create revenue generation through the BC Hydro Standing Offer Program. Unfortunately, this program has been suspended for the time being.

Further Examination of Water Flow Impacts to existing spillway channel

Staff then switched gears to work with the consultant on understanding potential flows down the spillway and what these volumes might look like. This additional work was driven by the direction from FLNRO to address the current erosion situation. Initially the thought was to construct a new spillway at the No. 2 Dam that would handle everything up to a 1:100 year event. Staff asked the consultant to review this in more detail and assess the spillway capacity at Henderson Lake along with remedial work to reduce erosion. Staff also completed a site visit to reassess the area of erosion and get better understanding of available materials and access to the site.

Hydrotechnical Assessment for No. 2

The general thought and assumption is that everything up to 5.5 m³/s of water which is a 1:10 year event, could be sent down Cumberland Creek with minimal impact to water quality, and any flows beyond this would spill out the back end. Initial indications are that a rock berm would need to be constructed to minimize erosion and sediment delivery to Perseverance Creek.

A summary report of all the work completed to the end of the predesign will be undertaken by the consultant and presented by staff to Council at a later date, along with any updates on the ICIP funding application. Staff will also meet with various stakeholders to present the findings and recommendations.

FINANCIAL IMPLICATIONS

In 2017, staff asked Council for an additional \$8,000 in funding to cover extra costs related to time and effort consulting with the province on the feasibility the micro hydro generation. Staff was also hopeful that Infrastructure Planning Grant (IPG) funds would be available to help offset these costs. Since that time, we were successful in our IPG grant application and therefore did not use the original \$8,000. Unfortunately, with the time and effort spent in relation to the spillway mitigation requirements from FLNRO, and the addition of a summary report to tie all the additional work and original scope into one report, staff are now seeking additional funding. The current budget for the scope of work of \$63,582 has been exhausted and will require additional funding of \$14,000 to complete this predesign work for a total project cost of approximately \$78,000.

OPERATIONAL IMPLICATIONS

None

STRATEGIC OBJECTIVE

The design and ultimately the construction of a new dam ties in with the strategic objective to 'Establish an adequate and high quality source of water for the current and future residents of the Village'.

ATTACHMENTS

None

CONCURRENCE

Michelle Mason, Chief Financial Officer **MM**

OPTIONS

1. THAT Council approve the expenditure of up to \$14,000, to be funded through the water financial stabilization reserve, for the completion of the No. 2 Dam preliminary design work.
2. Council direct staff to bring forward an amendment to the adopted 2019-2023 Financial Plan Bylaw to reflect this expenditure.
3. Any other action deemed appropriate by Council.

Respectfully submitted,

Rob Crisfield

Rob Crisfield
Manager of Operations

Tanalee Hesse

Tanalee Hesse
Interim Chief Administrative Officer

COUNCIL REPORT



REPORT DATE: November 4, 2019
MEETING DATE: November 12, 2019

File No. 3220-20

TO: Mayor and Councillors
FROM: Rachel Parker, Corporate Officer
SUBJECT: Partnership Proposal, The Beacon Project at 2688 Penrith Avenue

RECOMMENDATION

THAT Council receive Partnership Proposal, The Beacon Project at 2688 Penrith Avenue report.

THAT Council wait until the completion of the Cumberland Child Care Community Inventory and Space Creation Plan before considering any partnership to create new child care spaces, and direct staff to consult with Childcare BC New Space Fund staff to clarify funding requirements.

PURPOSE

The purpose of this report is to update Council on discussions with representatives from St. George's United Church and the Boys and Girls Club, Comox Valley, regarding The Beacon Project proposal for the property at 2688 Penrith Avenue, and to present options and recommendations from staff.

BACKGROUND

On September 30, 2019, Council received a delegation from Rev. Ingrid Brown of St. George's United Church and Ian Kalina, Executive Director of the Boys and Girls Club, setting out a proposal to partner with the Village to apply for provincial funding to create child care spaces.

The Beacon project as proposed would involve construction of a four storey addition to the existing structure at 2688 Penrith Avenue, to house 60 new childcare spaces, space for youth programs, performing arts space, food distribution program, and event facility.

Staff subsequently met with Rev. Brown, Mr. Kalina and discussed potential partnerships, funding stream options, the Village's child care action plan, and options on moving forward.

Currently there are three child care space funding streams available:

Funding Stream	1	2	3
	Community Child Care Space Creation Program (UBCM)	Childcare BC New Spaces Fund (Ministry of Children and Family Development)	Childcare BC New Spaces Fund (Ministry of Children and Family Development)
Applicant	Local government	Local government	Not for Profit
Amount	\$ 1 million 100% of project costs	\$3 million 100% of project costs	\$1.5 million 90% of project costs
Deadline	Nov 22, 2019	No fixed deadline Can be combined with UBCM program funding	No fixed deadline.
Child Care	Full time for ages 0 to 5 years	Under 36 months to school age, etc.	Under 36 months to school age, etc.
Funding Award Commitment	Minimum of 15 years child care	Minimum of 15 years child care	Minimum of 15 years child care

A funding application would require project cost estimates completed by facilities project manager, a Council resolution supporting the proposed activities and a commitment to provide overall grant management, and confirmation of partnership, amongst other requirements. The UBCM funding may be used alongside other new spaces funding, but must be for different spaces – meaning the same physical spaces cannot be funded by both funding sources. According to the guide, projects occurring within the same physical location are considered as a single project. It is possible that more funding could be available through UBCM program in the future, however this can not be confirmed at this time.

Rev. Brown has advised that the New Spaces Fund stream for \$1.5 million is not an option for the project (funding stream #3). Staff advised that under existing statutory requirements for the Village as applicant, due to time and resource constraints, and the necessary work to prepare a complete application, that staff would not be able to recommend an application under the UBCM program (funding stream #1). This leaves option #2 as the only possible option for consideration. For funding stream #2, it is required that as the applicant, the Village of Cumberland either own the facility or hold a long term lease as tenant of the facility.

As a local government applicant, the Village is bound by certain statutory requirements. In order to hold a tenancy lease from St. George's United Church for a term ranging from 15-40 years, elector assent would be required – either through an AAP or assent vote. A contract for child care services for more than five years would also require elector assent.

The Beacon Project proposal as presented would require a development variance permit for lot coverage and height; it also possible that a development permit may be required. Development application fees would be required to cover staff time to process these applications.

Other matters to consider

- Staff has not assessed the proposal in terms of meeting application requirements under the funding programs. A message was left with the funding program office for clarity on program requirements, however the call has not been returned. It is unclear as to whether the non-child care spaces/renovation of existing spaces would be eligible for funding.
- The Village's Child Care Community Inventory and Action Plan is not expected to be completed until early in 2020. The plan will identify necessary resources to improve access to affordable, quality child care and will inform space creation targets needed over the next ten years.
- The funding application does not require that development approvals be received by the time of application, however staff recommend that applications be considered before a funding application is submitted in order for Council to determine the suitability of the proposal for the community.
- In order to enter into a partnership, there will be costs to the Village, both through the pre-application stage and if the application is successful. Some pre-application tasks could be undertaken by consultants and legal review, however staff time would be required to play a role in coordinating the review. It is recommended that any funding application include costs for additional staff for project coordination, construction management, and grant administration. Legal costs are not eligible for funding.
- It is assumed at this point that the contract for operation of child care spaces would be required between the Village and the Boys and Girls Club. This would add additional resource requirements to manage this contract over the lease/child care licence period.
- The Village has received a number of written submissions from neighbouring residents expressing concerns about the proposed addition to the existing structure.
- The Village does not have any current resources available to work on the proposed partnership and funding application, both in terms of staff and budget in the current proposed 2020 five year financial plan.

Staff is recommending that before considering a project partnership, the Village wait until the completion of the Child Care Inventory and Action Plan expected in early 2020. Council may also consider the Village's role in creating new child care spaces during its strategic priorities update in May 2020, as this is not currently a Council strategic priority. In the interim, staff may contact funding program staff to discuss on options for the community and clarity about the funding program.

Also in the interim, to advance their proposal, St. George's United Church may proceed with applications for required development approvals and undertake their own public consultation to determine the suitability of the proposed project for the community. This process may further assist Council in determining whether municipal resources should be allocated to this proposal.

FINANCIAL IMPLICATIONS

The financial implications of a partnership cannot be quantified at this time. There would be undetermined costs to the Village for all stages of this project.

OPERATIONAL IMPLICATIONS

Staff time would be required for all phases of this project, from development of a partnering agreement, through to management and oversight of a long term lease and child care services contract. Re-allocating staff resources to this project would impact other services and operations of the Village. Involvement of the municipality in operating child care spaces would result in service-level increases.

STRATEGIC OBJECTIVE

There are no Council strategic priorities that directly relate this proposal.

ATTACHMENTS

1. Partnership proposal from the Beacon proponents, September 5, 2019
2. Presentation, September 30, 2019

CONCURRENCE

Ken Rogers, Manager of Development Services KR

Michelle Mason, Chief Financial Officer MM

OPTIONS

1. THAT Council wait until the completion of the Child Care Community Inventory and Space Creation Plan before considering any partnership to create new child care spaces.
2. Any other action deemed appropriate by Council.

Respectfully submitted,

Rachel Parker

Rachel Parker
Corporate Officer

Tanalee Hesse

Tanalee Hesse
Chief Administrative Officer

COUNCIL REPORT



REPORT DATE: November 1, 2019
MEETING DATE: November 12, 2019

File No. 5400-04-20

TO: Mayor and Councillors
FROM: Ken Rogers, Manager of Development Services
SUBJECT: Crescent Street Untitled Land, Highway Closure and Disposal Request

RECOMMENDATION

1. THAT Council receive the Crescent Street untitled land, Highway Closure and Disposal Request report.
2. THAT Council direct staff to prepare a Crescent Street untitled land Closure and Disposal Bylaw for Council consideration.

SUMMARY

The Village has received a request from the owner of 3349 Crescent Street to transfer the ownership of a portion of a municipal alleyway to the homeowner. The untitled portion of land has trees and a hedge over top of it and may currently be encroached upon by carports by both neighbours. Municipalities may remove highway dedication and dispose of closed highway subject to requirements set out in the *Community Charter*.



BACKGROUND

Crescent Street untitled land

The Village has received a request from the owner of 3349 Crescent Street in regards to the untitled land located between 3349 and 3351 Crescent Street, shown on the plan on the adjacent map in red. The Owner of 3349 Crescent Street is requesting that the Village consider transferring ownership of the land to the homeowner.

In the Village's Alley Enhancement and Maintenance Strategy (May 2018), that this portion of the alley is noted to be undeveloped. No service lines for water, stormwater or sanitary sewer

that run through this portion of land. There are no other utilities located in the subject portion of the untitled land.

Authority to Close a Highway and Remove Highway Dedication

The BC *Community Charter* sets out that the soil and freehold of every highway in a municipality is vested in the municipality. Under the BC *Motor Vehicle Act* a highway includes every road, street, lane or right of way designed or intended for or used by the general public for the passage of vehicles, therefore includes an alley.

The Province permits a municipality to permanently close a highway to traffic and to remove its dedication as highway through adoption of a bylaw. Before adopting a highway closure and dedication removal bylaw, Council must

- Deliver notice of its intention to close a highway to operators of utilities whose works council considers will be affected by the closure. Any utility operator affected by the closure may require the municipality to provide reasonable accommodation of the utility's works.
- Ensure that the proposed closure does not completely deprive an owner of access to their property.

The closure of this portion of the Crescent Street alley does not contain any utility works, nor does it deprive an owner access to their property.

The Village must also meet the requirements to remove the Province's right of resumption of this land, which is satisfied in this case as the land is not adjacent to a Provincial park or ecological reserve, and the land is to be disposed of to an adjacent land owner for the purpose of consolidating with the landowner's existing parcel of land.

Property Disposal

The *Community Charter* permits a council to dispose of property owned by the municipality provided that it gives public notice of its intention to do so. Survey information will indicate whether the carports encroach upon the untitled land. Disposal of the land would resolve any encroachments identified.

Public Notice

If Council proceeds with a bylaw to close the alley and dispose of the land, Council must give the required public notice of the intention to adopt a bylaw and to provide an opportunity for persons who are affected by the bylaw to make representations to Council, as well as give notice to dispose of the property.

FINANCIAL IMPLICATIONS

The cost to survey and complete an appraisal of the land for the purpose of this process will be borne by the Owner as well as the Village's consolidation fee. There will be advertising and a filing fee for registration at the BC Land Title Office. It is expected that any legal fees for

conveyancing will be borne by Owner. The Village has not imposed a fee for road closure requests.

OPERATIONAL IMPLICATIONS

There are no operational implications to closing this lane as there are no existing utilities within it, no other public services affected, and no other immediately adjacent properties other than those owned by the applicant. Planning and administrative staff have contributed time towards this process.

STRATEGIC OBJECTIVE

None

ATTACHMENTS

None

CONCURRENCE

Rob Crisfield, Manager of Operations RC

OPTIONS

1. THAT Council direct staff to prepare a Crescent Street untitled land Closure and Disposal Bylaw for Council consideration.
2. Any other action deemed appropriate by Council.

Respectfully submitted,

Ken Rogers

Ken Rogers
Manager of Development Services

Tanalee Hesse

Tanalee Hesse
Chief Administrative Officer

COUNCIL REPORT



REPORT DATE: November 5, 2019
MEETING DATE: November 12, 2019

File No. 0550-01

TO: Mayor and Councillors
FROM: Committee of the Whole
SUBJECT: 2020-2024 Financial Plan, Committee of the Whole Report

RECOMMENDATION

- i) THAT Council receive the 2020-2024 Financial Plan Committee of the Whole Report.
- ii) THAT Council include the \$21,600 Human Resources Consulting budget for five years in the financial plan for 2020 to 2024.
- iii) THAT Council allocate \$1,000 for the Student Council for 2020 in the 2020 to 2024 Financial Plan funded through Host Amenity funds.

PURPOSE

This report presents recommendations made by the Committee of the Whole at its meeting on November 1, 2019. Council must ratify these Committee motions.

BACKGROUND

Council held its annual budget workshop on November 1, 2019 as a Committee of the Whole. Members reviewed the proposed budget prepared by staff based on Council's strategic priorities, the impact of the plan on property taxes, and considered priority #3 projects that had been removed from the plan. The Committee made two recommendations to add two expenditures into the plan. These recommendations are set out above for Council's consideration.

A budget Village Hall meeting and open house is scheduled for November 18, 2019 at 7 pm to present the 2020 to 2024 Financial Plan to the community.

Respectfully submitted,

Leslie Baird

Leslie Baird, Mayor
Chair, Committee of the Whole

Council Motions - Outstanding Action Items

November 6, 2019

Please note: In-camera action items are not included

#	RESOLUTION	STAFF	STATUS
April 10, 2012			
12.281	THAT Council request staff to get more clarification regarding Coal Valley Estates' responsibility in regards to the runoff from their proposed development adjacent to Camp Road in relation to the Official Community Plan section that states development needs to keep 90 percent of rain on their development properties.	Rob Ken	To be considered at each subdivision and part of the PLR
January 26, 2015			
15-36	THAT Council direct staff to seek an appraisal of the Saito House and determination of its current condition and report back to Council with a view to the option of purchasing.	Ken	In Process
January 25, 2016			
16-31	THAT Council endorse the Rotary Club of Cumberland Centennial "Path to Recreation" trail proposal to partner to develop a trail from the Village core to Comox Lake in principle, direct staff to proceed with further investigations into the feasibility of the project, and report back to Council; and THAT Council direct staff to draft a Partnership Agreement with the Rotary Club of Cumberland Centennial to clarify the roles of each organization in the project, and to report back to Council.	Kevin	In Process
April 25, 2016			
16-228	THAT Council direct staff to develop an urban tree management plan for trees in public realm.	Karin	In Process
16-229	THAT Council direct staff to develop a bicycle parking plan.	Rob/Ken/ Karin	In Process
July 25, 2016			
16-390	THAT Council revisit the Cumberland Enhancement Study to bring it up to date in terms of rainwater management.	Ken	In Process
March 13, 2017			
17-139	THAT Council direct staff to look into restrictions for motor boats using the Cumberland Lake Park boat launch.	Kevin	In Process

April 10, 2017

17-207	THAT Council approve the “Requested Changes to the Coal Valley Estates Comprehensive Development Agreement” for relocation of the multifamily units as shown on Drawing No. CDA – 2 Revision 4, dated January 16, 2017, AND THAT Council require the applicant to modify the existing mature tree covenant (CA27787404/CA2787405) that provides the buffer of 7.5metres north of the Camp Road Greenway property line to state that” any proposed landscaping within the protection area shall only include BC native plants and shall be installed in a matter to ensure that the root zones of the existing protected trees are not disturbed”.	Ken	In Process
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June 12, 2017

17-368	THAT Council approve the use of vinyl windows only in the new addition, AND THAT Council grant the Heritage Alteration Permit and Development Variance Permit for property described as Lot 7, Block 16, District Lot 21, Nelson District, Plan 522A (2781 Dunsmuir Avenue) substantially in compliance with the attached Permit.	Ken	In Process
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July 10, 2017

17-418	THAT the Village use the new accessible icon to indicate accessible parking.	Rob	Complete
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October 10, 2017

17-561	THAT Council approve the Alleyway Sign Project in principle; THAT Council approve permission for Public Works to locate and install the posts and signs, with all costs to be covered by the Alleyway Sign Project Committee; AND THAT Council request that the Alleyway Sign Project Sign Committee present their draft research to the Museum board and staff, and to Council at a regular meeting.	Mayor Baird	Complete
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December 11, 2017

17-735	THAT the Village continue to educate residents about clean burning of firewood, and about the woodstove rebate program.	Mike Rachel	In Process
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May 28, 2018

18-321	THAT Council direct staff to pursue a partnership with the Cumberland Lake Wilderness Society and to explore grant funding opportunities for concession infrastructure improvements with the goal of having a fully operational concession ready for use for the 2019 Lake Park Operating Season.	Kevin	Complete
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July 9, 2018

18-404	THAT the Village of Cumberland submit a grant application to the Island Coastal Economic Trust (Sectoral Development Strategies) for the implementation of a Tourism Sector Strategy,	Kaelin	In Process
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	as discussed within the Village of Cumberland Economic Development Strategy (2018), particularly: a. Strategy 8 – Support Diversification and Better Packaging of Tourism Opportunities b. Strategy 4 – Support Arts and Culture as an Economic Driver		
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October 9, 2018

18-543	THAT Council approve Development Permit 2018-08-DP for the property described as Lot A, Section 30, Township 11, Nelson District, Plan VIP69479 (3190 Royston Road) substantially in compliance with the Development Permit dated October 9, 2018.	Ken	In Process
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November 13, 2018

18-583	THAT Council direct staff to draft a policy on committee procedures for Council's consideration.	Rachel	In Process
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November 26, 2018

18-615	THAT Council direct staff to bring forward an amendment to Zoning Bylaw no. 1027, 2017 to not allow bottling of groundwater in all zones.	Karin	In Process
18-617	THAT Council follow up the Bear Hazard Assessment Report with the development of a Bear Conflict Management Plan.	Mike	In Process

December 10, 2018

18-649	AND THAT the Village of Cumberland will liaise with the Comox Valley Early Years Collaborative Child Care Planning Committee during the creation of the Village's community child care space inventory and the development of a community child care space creation action plan.	Karin	In Process
18-652	THAT Council authorize the application to the Green Municipal Fund for funding of the Biochar Reed Bed and Wetland Pilot Test for a total project cost of \$100,000 with 50% funding to come from Green Municipal Funds.	Paul	To be removed – Council chose not to apply June 19, 2019
18-660	THAT Council endorse the proposed process as detailed in this report to develop a Village Forest Management Strategy, which includes information gathering, engagement, and strategic development.	Kevin, Karin	In Process
18-680	THAT Council allocate \$30,000 per year to the Cumberland Museum and Archives, upon the successful negotiation of a servicing agreement between the Village and Cumberland and District Historical Society	Rachel	Complete
18-680	THAT Council allocate the \$41,300 from 2018 growth taxes to the Cumberland Museum and Archives in equal payments over five years through an agreement to be negotiated with the	CAO	In Process

	Cumberland and District Historical Society that includes a clause that the funding be contingent on the Museum receiving funding from the Heung Foundation for the expansion of the Museum.		
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January 14, 2019

19-13	THAT Council direct Administration to pursue developing a park design, in conjunction with Coal Valley Estates, for a pocket park on the No. 5 Mine Fan House site that includes deconstruction, partial removal and honouring of the Fan House as described in the "Options for the No. 5 Mine Fan House" report dated December 19, 2018.	Karin	In Process
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January 28, 2019

19-38	THAT Council approve the detailed design of the Village of Cumberland Fire Hall.	CAO	Complete
19-42	THAT Council support the submission of a Community Emergency Preparedness Fund – Emergency Operations Centres & Training Program grant application through the Union of BC Municipalities (UBCM) for the upgrades of the Village Emergency Operations Centre for an amount of up to \$12,000 and direct staff to amend the 2019-2023 financial plan bylaw to reflect this expenditure; AND THAT Council support the proposed activities included in the grant application and commit to provide overall grant management.	Mike Michelle	Complete In Process
19-57	THAT Council agree to participate in the Municipal Natural Assets Initiative project with the Comox Valley Regional District, City of Courtenay, Town of Comox and K'omoks First Nation; AND THAT Council approve the expenditure of \$10,500 over the 2019 and 2020 fiscal years, with funding to come from the Water Financial Stabilization Reserve Fund and THAT Council direct staff to amend the 2019-2023 Financial Plan bylaw to reflect the expenditure.	Rob Michelle	In Process In Process

February 25, 2019

19-97	THAT Council direct staff to explore amending the Zoning Bylaw to permit beekeeping in the VCMU-1 zone as part of the Zoning Bylaw Review currently underway.	Karin	In Process
19-108	THAT Council deny the request of \$1,415 granted to the Cumberland Bear Initiative in 2017 to host a Bear Smart science pub in the fall of 2019, and earmark to purchase more bear-proof public receptacles in 2020.	Rachel Kevin	Complete Complete

March 11, 2019

19-126	THAT Council participate in the Municipal Survivor Climate Challenge.	Councillor Ketler	In Process
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March 25, 2019

19-141	THAT Council commit to annual funding as set out below through five year term community service agreements for 2019:	Rachel	In Process
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	1. Cumberland Community School Society: \$17,000 2. Cumberland Events Society: \$14,600 3. United Riders of Cumberland: \$15,000 For 2020-2023: 4. Cumberland Community School Society: \$14,000 per year 5. Cumberland Events Society: \$10,000 per year 6. United Riders of Cumberland: \$13,000 per year With the additional amounts for 2019 to be funded from host community funds.		
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April 8, 2019

19-160	THAT upon a successful CleanBC Communities Fund grant application, the dual-port public electric vehicle charging station project be included in the 2020 financial plan.	Michelle	In Process
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May 13, 2019

19-226	THAT Council defer making a decision on the additional Community Works Fund 2019 Bonus Payment and consider as part of the 2020 budgeting process.	Michelle	Complete
19-228	THAT Council increase the 2019 Wastewater Budget by up to \$46,750 to be funded through the Sewer Accumulated Surplus to account for extra work required to respond to the Ministry of Environment consideration of the imposition of an Administrative Penalty and the engagement of a biologist to help the Village plan for the migration of the wastewater discharge from a permit to a registration; AND THAT Council direct staff to bring forward an amendment to the adopted 2019-2023 Financial Plan Bylaw to reflect the increased expenditure, as well as the reallocation and removal of \$100,000 for the stand-alone biochar project.	CAO Michelle	In Process In Process

May 27, 2019

19-240	THAT Council direct staff to work with the Cumberland Community Housing Society to develop a memorandum of understanding.	Ken, Karin	In Process
19-252	THAT Council approve the Heritage Alteration Permit Application – 3276 Third Street (2018-04-HAP) for property described as Lot 12, Block 10, District Lot 21, Nelson District, Plan 552-A substantially in compliance with the Heritage Alteration Permit dated May 27, 2019 attached to this report.	Ken	In Process

June 10, 2019

19-268	THAT Council direct that the vacation rental regulations be reviewed upon completion of the 2019/2020 Housing Needs Assessment and in conjunction with the review of the Official Community Plan in 2020; and THAT the June 5, 2019 staff report on vacation rental	Karin	In Process
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	regulations be referred to Homelessness and Affordable Housing Committee, the Economic Development Committee and the Advisory Planning Commission for comment.		
19-269	THAT Council direct staff to contact current business licence holders of vacation rentals and request them to advertise their business licence number within their advertising.	Karin, Kaelin	In Process

June 24, 2019

19-293	THAT Council refer proposed policy 1.7, Accessibility Select Committee, Terms of Reference, to the Accessibility Committee.	Rachel	In Process
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July 8, 2019

19-319	THAT Council refer the Development Permit and Development Variance Permit 3901 Bevan Road report dated July 2, 2019 to the next meeting of the Advisory Planning Commission and that Council not require the applicant to hold a Neighbourhood Public Meeting.	Joanne	Complete
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July 22, 2019

19-336	THAT Council direct staff to collaborate with Fortis BC to find a suitable location within the Village of Cumberland or the region to construct a compressed natural gas (CNG) or renewable CNG multi-fueling station; THAT council direct staff to consider a requirement for CNG, or heavier weighting for request for proposals with CNG or R-CNG fuelling in new waste collection contracts;	Kaelin Rob	Complete In Process
19-340	THAT Council direct staff to proceed with an appeal of the Administrative Penalty under the <i>Environmental Management Act</i> and obtain legal advice as to next steps in the appeal.	Rob	In Process

August 12, 2019

19-352	THAT Council provide a letter to recognize the 100 th anniversary of the Comox Valley Chamber of Commerce.	Rachel	Complete
19-354	THAT Council grant the Development Permit (File 2018-06-DP) dated July 8, 2019 for property legally described as 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 VIP72022, VIP73804, VIP74156, VIP75434, EPP15708, EPP17313, EPP18594, EPP20118, EPP53358, EPP71701, EPP79979, AND EPP90590 shown as phase 9 on Schedule B of the Development Permit.	Joanne	Complete
19-356	THAT Council approve the temporary street closure of Grizedale Avenue on September 7,	Rachel	Complete

	2019 from noon to September 8, 2019 at 1 am, and an exemption to the Noise Control Bylaw on September 7, 2019 from noon to midnight for a residential block party.		
19-358	THAT Council approve the expenditure of \$50,000 for economic development initiatives with \$10,000 to be funded through general accumulated surplus and \$40,000 to be funded through grant funding opportunities; AND THAT Council direct staff to reflect this expenditure within the 2020 Budget; and THAT the Village of Cumberland submit a grant application to the BC Rural Dividend Program, including a motion of support from Council for the implementation of an Arts and Culture Action Plan, as identified as Strategy Four within the Cumberland Economic Development Strategy.	Michelle Kaelin	Complete Complete
19-370	THAT Council write to the Minister of Education, the Premier, and all local MLAs strongly advocating for the restoration of library funding to a level that reflects both inflationary cost increases since 2009 and the value of this system to the Province; and THAT Council support any resolution brought forward to UBCM on this matter.	Rachel	In Process
19-372	THAT Council give first and second reading to “Alley Closure and Disposal Bylaw No.1108, 2019”; and THAT Council give notice under section 94 of the Community Charter of its intention to adopt “Ambleside Alley Closure and Disposal Bylaw No. 1108, 2019; and to provide an opportunity for persons who consider they are affected by the bylaw to make representations to Council in writing by September 16, 2019.	Rachel	Complete

September 9, 2019

19-378	THAT Council direct staff to work with the Comox Valley Regional District’s member municipalities to develop options for a low income regional recreation all access pass in the Comox Valley.	Ryan C	In Process
19-380	THAT Council approve the sponsorship of the Cumberland Lake Wilderness Society’s application to the Comox Valley Community Foundation to provide low cost outdoor education projects to SD71 at Cumberland Lake Park.	Rachel Kevin	Complete
19-382	THAT Council provide a letter of support to the Comox Valley Regional District for the Comox Valley Coalition to End Homelessness application for Reaching Home Designated Community Expansion.	Rachel	In Process
19-384	THAT Council direct staff to fund the wastewater treatment upgrades project through internal funds and to maximize the GMF borrowing and grant funding, and direct staff to amend the adopted 2019-2023 Financial Plan as follows: (a) Increase the wastewater treatment capital expenditure from \$5,600,000 to	Michelle	Complete

	\$9,700,000 (b) Increase grant funding to \$7,450,440 for the Investing in Canada Infrastructure and Green Municipal Fund programs (c) Reduce the borrowing for the wastewater treatment capital project from \$4,061,500 to \$2,249,560 (d) Remove the use of 2019 Development Cost Charge funds (\$1,148,000) (e) Remove the use of 2019 Reserve funds (\$390,500) (f) Add the use of Sewer DCCs and reserve funds to repay GMF borrowing in the 2020-2024 financial plan based on a 10-year term		
19-387	THAT Council support the submission of a Community Emergency Preparedness Fund – Volunteer & Composite Fire Departments Equipment and Training Program grant application through the Union of BC Municipalities (UBCM) for the purchase of wildfire protection equipment for an amount up to \$25,000, and direct staff to amend the 2019-2023 financial plan bylaw to reflect this expenditure; AND THAT Council support the proposed activities included in the grant application and commit to provide overall grant management.	Mike Michelle	In Process In Process
19-389	THAT Council grant approval of a Development Variance Permit for 2743 Derwent Avenue for property legally described as Lot 1, District Lot 21, Nelson District, Plan VIP84735 to vary the rear lot line setback.	Joanne	Complete
19-391	THAT Council authorize staff to add the following three features, each documented with Statements of Significance, to the Cumberland Community Heritage Register: a. Camp Road Neighbourhood b. Ilo Ilo theatre c. Saito House and notify the owners and the Minister responsible for the <i>Heritage Conservation Act</i>; and THAT the Statements of Significance for the following features on the Cumberland Community Heritage Register be adopted by Council: a. Cumberland Municipal Cemetery b. Coal Creek Historic Park	Karin	In Process
19-393	THAT Council authorize the Village of Cumberland joining the collective submission from the Districts of Squamish and Tofino in response to the Ministry of Environment and Climate Change Strategy's (MOECCS) proposed amendments to the Recycling Regulation of the <i>Environmental Management Act</i> .	Kaelin	Complete

19-396	THAT Council request a one-year extension from Municipal Finance Authority for interim construction borrowing against “The Corporation of the Village of Cumberland Water Improvements Temporary Borrowing Bylaw No. 982, 2013”.	Michelle	Complete
19-398	THAT Council approve the expenditure of up to \$8,000, to be funded through the water financial stabilization reserve, for additional work associated with the Allen Lake Dam geotechnical assessment and; THAT Council direct staff to bring forward an amendment to the adopted 2019-2023 Financial Plan Bylaw to reflect this expenditure.	Rob Michelle	In Process In Process
19-403	THAT Council give first, second and third reading to “Fire Hall Loan Authorization Bylaw No. 1122, 2019”; THAT Council give first, second and third reading to “Fire Hall Temporary Borrowing Bylaw No. 1123, 2019”; and THAT Council direct staff to seek approval of the Inspector of Municipalities for “Fire Hall Loan Authorization Bylaw No. 1122, 2019” and to prepare to seek approval of the electors for the bylaw through an alternative approval process.	Rachel	In Process
19-407	THAT Council consider first reading of the “Permissive Tax Exemption 2020 Bylaw No. 1114, 2019”; and THAT Council direct staff to give notice of the proposed bylaw as required by section 227 of the <i>Community Charter</i> .	Odie Ashley	Complete

September 30, 2019

19-420	THAT Council approve the Development Permit for a portion of the property described as Section 34, Township 10, Comox District, Plan 552H Except That Part Shown Outlined In Red On Plan 21RW and That Part In Plan VIP55123 and VIP69987 (3901 Bevan Road) for the purposes of developing and servicing a six lot subdivision, substantially in compliance with the Development Permit dated September 30, 2019; and THAT Council approve the requested variance for a portion of the property described as Section 34, Township 10, Comox District, Plan 552H Except That Part Shown Outlined In Red On Plan 21RW and That Part In Plan VIP55123 And VIP69987 (3901 Bevan Road) to allow onsite wastewater treatment systems (septic fields) on lots smaller than 1.0 hectare for the purposes of developing and servicing a six lot subdivision in accordance with the Development Variance Permit dated September 12, 2019.	Joanne	Complete
19-422	THAT Council approve the Development Variance Permit – 2743 Derwent Avenue for property legally described as Lot 1, District Lot 21, Nelson District, Plan VIP84735 which varies the rear setback from the required 4.5 metres to as close as 4.13 metres for the existing family dwelling shown on the survey drawing prepared by Justin Petras BCLS dated March 29, 2019, substantially in compliance with the Development Variance Permit dated September	Joanne	Complete

	30, 2019.		
19-424 19-425	THAT Council refer the application (2019-14-DP) for a Residential Infill Development Permit on property described as Lot 11, Block 24, District Lot 21, Nelson District, Plan 522C (2793 Allen Avenue) to the next meeting of the Advisory Planning Commission. THAT Council waive the requirement to hold a Neighbourhood Public Meeting for application (2019-14-DP) for a Residential Infill Development Permit on property described as Lot 11, Block 24, District Lot 21, Nelson District, Plan 522C (2793 Allen Avenue).	Joanne	Complete
19-427	THAT Council refer the draft OCP Amendment Bylaw No. 1115, 2019 and the draft Zoning Amendment Bylaw No. 1116, 2019 to outside agencies for comment; and THAT Council refer the Fire Hall Property at 4382 Cumberland Road – Referral to APC report dated September 19, 2019 to the Advisory Planning Commission for comment at their next meeting.	Karin	In Process
19-429 19-430	THAT Council refer the Heritage Alteration and Development Variance Permit Application – 2700 Dunsmuir Avenue report, dated September 24, 2019, to the next meeting of the Heritage Committee for their consideration and comments. THAT Council refer the Development Variance Permit Application – 2700 Dunsmuir Avenue report, dated September 24, 2019, to the next meeting of the Advisory Planning Commission for their consideration and comments, as well as refer THAT Council refer the Development Variance Permit Application – 2700 Dunsmuir Avenue report, dated September 24, 2019, to the next meeting of the Accessibility Committee.	Karin	Complete
19-432	THAT Council direct staff to refer the “4693 Cumberland Road Rezoning - Staff Report for Referral”, dated September 24, 2019 to the next meeting of the Advisory Planning Commission for comment; and THAT Council waive the referral of this application to outside agencies, adjacent local governments and First Nations.	Karin	In Process
19-434	THAT Council approve the closure of Dunsmuir Avenue from Third Street to Fifth Street on November 11, 2019 from 10:30 to 11:30 am for the Remembrance Day service, and approve the use of \$320 from Community Event Services for public works in kind services; and THAT Council approve the period of October 25 to November 11, 2019 for the Legion Poppy Campaign.	Kaelin	Complete
19-436	THAT Council amend the minutes of April 8, 2019 to indicate that Council approved a \$1,000 grant to the Steam Donkey Racing Club.	Rachel	Complete
19-438	THAT Council refer the BC Accessibility Through Legislation Review to the Accessibility Committee for recommendations on a formal submission.	Rachel	In Process

19-440	THAT Council establish the deadline of December 2, 2019 for receiving elector responses, establish the elector response form as presented for a single elector response, and make the determination that the total number of electors of the Village of Cumberland is 3100 electors for the alternate approval process for "Fire Hall Loan Authorization Bylaw No. 1122, 2019".	Rachel	Rescinded
19-442	THAT Council direct staff to amend the adopted 2019-2023 Financial Plan bylaw to reflect the increased expenditure with borrowing for construction of the new fire hall from \$4 million to \$4.2 million.	Michelle	In Process

October 15, 2019

19-455	THAT Council direct staff to prepare a report on partnership options for The Beacon project between St. George's United Church, the Boys and Girls Club of Central Vancouver Island, and the Village of Cumberland.	Rachel Ken	Complete
19-456	THAT Council encourage the Morrison Creek Streamkeepers to participate in the Bevan Industrial Lands Conceptual Master Plan project and the 2021 Official Community Plan review.	Rachel	In Process
19-457	THAT Council provide a letter to North Island College in support of a student housing project at the Comox Valley campus.	Rachel	Complete
19-460	THAT Council amend Policy 1.4, Council Member Conferences, by deleting subsection 2(b).	Rachel	Complete

October 30, 2019

19-476	THAT Council direct staff to prepare a report on recreation facility fee bylaw structures and rates.	Ryan	In Process
19-478	THAT Council provide a letter of support for the Cumberland Community School Society for an application for gaming funding.	Rachel	In Process
19-480	THAT Council direct staff to provide the following comments to the Comox Valley Regional District OCP Bylaw No. 337, 2014 Amendment Referral: THAT the Council for the Village of Cumberland supports the proposed OCP Bylaw No. 337, 2014 under File 3350-20/CP 1CV 19.	Ken	Complete
19-482	THAT Council rescind the following resolution made September 30, 2019: THAT Council establish the deadline of December 2, 2019 for receiving elector responses, establish the elector response form as presented for a single elector response, and make the determination that the total number of electors of the Village of Cumberland is 3100 electors for the alternate approval process for "Fire Hall Loan Authorization Bylaw No. 1122, 2019".	Ashley	In Process
19-483	THAT Council establish the deadline of December 13, 2019 for receiving elector responses, establish the elector response form as presented for a single elector response, and make the determination that the total number of electors of the Village of Cumberland is 3100 electors	Rachel	Complete

	for the alternate approval process for “Fire Hall Loan Authorization Bylaw No. 1122, 2019”.		
19-486	THAT Council direct staff to enter into an Orchard Trail Improvement Project Partnership Agreement with the Rotary Club Cumberland Centennial and authorize the Chief Administrative Officer to execute the Agreement.	Kevin	In Process
19-490	THAT Council appoint (a) Councillor Ketler as director to the Comox Valley Regional District Board and primary representative on the • Comox Valley Regional District Board • Comox Valley Sports Centre Commission (b) Councillor Sullivan as alternate director to the Comox Valley Regional District Board and primary representative on the • Comox Strathcona Regional Hospital District Board • Comox Strathcona Waste Management Board (c) Councillor Brown as liaison and Councillor Ketler as alternate liaison to the Comox Valley Regional District, Integrated Regional Transportation Select Committee. (d) Councillor Ketler as advisory participant representative to the Comox Valley Coalition to End Homelessness. (e) Councillor Brown as director and Councillor Sullivan as alternate director to the Comox Valley Community Justice Centre Board. (f) Mayor Baird to the Island Coastal Economic Trust, North Island-Sunshine Coast Regional Advisory Committee. (g) Councillor Brown as director, and Councillor Sproule as alternate director to the Vancouver Island Regional Library Board commencing November 1, 2019. (h) Councillor Brown as member and Councillor Sullivan as alternate to the Accessibility Select Committee. (i) Councillor Sullivan as member and Councillor Brown as alternate to the Economic Development Steering Committee. (j) Councillor Sproule as member and Councillor Ketler as alternate to the Heritage Committee. (k) Councillor Ketler as member and Mayor Baird as alternate to the Homelessness and Affordable Housing Select Committee. (l) Councillor Sullivan as member and Councillor Brown as alternate to the Wastewater Advisory Committee.	Rachel	In Process

19-494	THAT Council approve the 2020 Council Meeting Schedule and direct staff to give public notice of the availability of the annual schedule.	Rachel	In Process
19-497	THAT Council direct staff to prepare a list of possible publicly-owned sites within the Village of Cumberland that could be further evaluated by Co-operative Housing Federation of BC, for the feasibility of a Co-op Housing project.	Ken	In Process



**The Corporation of the Village of Cumberland
Electronic Funds and Cheque Register
From September 1 to October 31, 2019**

Document Date	Vendor Name	Document Number	Document Amount
09/03/19	Shaw Cablesystems G.P.	00000000000036351	741.31
09/03/19	Ministry of Finance - EHT	00000000000036397	10,671.04
09/03/19	Pacific Blue Cross	00000000000036398	13,601.31
09/04/19	Receiver General For Canada	00000000000036349	938.09
09/04/19	Municipal Finance Authority	00000000000036399	3,523.07
09/04/19	Municipal Finance Authority	00000000000036400	15,883.55
09/05/19	Andrew Sheret Ltd.	22635	48.64
09/05/19	Blake, Russell	22636	280.35
09/05/19	Damage deposit refund	22637	150.00
09/05/19	Canadian Payroll Association, The	22638	288.75
09/05/19	Courtenay Auto Supply Ltd.	22639	92.99
09/05/19	Dodge City Cleaners	22640	45.00
09/05/19	E.B. Horsman & Son	22641	369.90
09/05/19	Finning (Canada)	22642	363.25
09/05/19	Guillevin International Co.	22643	432.56
09/05/19	Hydraulic & Industrial Supply Ltd, Comox Valley	22644	111.07
09/05/19	Hyland Precast Inc.	22645	346.69
09/05/19	Imperial Welding Ltd.	22646	234.20
09/05/19	Island Office Equipment Ltd.	22647	84.87
09/05/19	Supreme Convenience Stores	22648	35.91
09/05/19	Kal Tire	22649	172.11
09/05/19	Perspective Design Build Ltd	22650	250.00
09/05/19	Planet Clean	22651	200.60
09/05/19	Prices Lock & Safe	22652	255.36
09/05/19	Profire Emergency Equipment	22653	147.39
09/05/19	Regional District, Comox Valley	22655	250.00
09/05/19	Sherine Industries Ltd.	22656	149.46
09/05/19	SPCA, Comox Valley	22657	220.86
09/05/19	Corporate Express Canada Inc.	22658	245.43
09/05/19	Toilet Rebate	22659	75.00
09/05/19	Van Houtte Coffee Services	22660	94.43
09/05/19	Wandering Moose Cafe, The	22661	74.30
09/05/19	CV Marine	22662	194.21
09/05/19	ABC Printing	22663	617.12
09/05/19	Beaufort Association	22664	1,501.50
09/05/19	Bureau Veritas Canada (2019) Inc.	22665	753.90
09/05/19	Cumberland General Store	22666	571.14
09/05/19	Cupe Local 556	22667	960.72
09/05/19	D.K.I Services Ltd.	22668	2,494.80



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Document Date	Vendor Name	Document Number	Document Amount
09/05/19	Ecofish Research Ltd.	22669	6,820.70
09/05/19	Fountain Tire (Courtenay) Ltd.	22670	638.09
09/05/19	Hand in Hand Early Years Nature Education	22671	5,444.25
09/05/19	ICONIX Waterworks LP	22672	992.04
09/05/19	Justice Institute of British Columbia	22673	984.56
09/05/19	McElhanney Consulting Services Ltd.	22674	3,268.13
09/05/19	Ono Trading Courtenay	22675	565.30
09/05/19	United Riders of Cumberland	22676	2,700.00
09/05/19	Update Company, The	22677	4,364.33
09/05/19	Upper Island Counselling Services	22678	1,208.03
09/05/19	West Coast Tree Service	22679	3,402.00
09/05/19	West Coast Water Sports	22680	8,730.59
09/05/19	FORTISBC-Natural Gas	00000000000036350	189.82
09/06/19	Lordco Auto Parts	22681	1,938.19
09/06/19	Leuco Construction Inc.	22682	148,913.95
09/06/19	Municipal Pension Plan	00000000000036347	14,357.05
09/06/19	Receiver General For Canada	00000000000036348	23,144.02
09/09/19	DPOC Neopost Canada Ltd	00000000000036401	3,150.00
09/11/19	Telus Communications Inc	00000000000036402	216.08
09/12/19	Berglund, Chris	22683	84.00
09/12/19	Jackett, Leanne J.	22684	110.00
09/12/19	Lacourse, Megan	22685	65.00
09/12/19	Lan, Emily	22686	272.00
09/12/19	McCutcheon, Temily	22687	189.00
09/12/19	Powsey, Clive	22688	81.00
09/12/19	Reid, Kester	22689	61.25
09/12/19	Riopelle, Cathy	22690	206.25
09/12/19	Roffey, Sheri	22691	81.25
09/12/19	Royer, Kimberly	22692	24.00
09/12/19	Rumney, Maria	22693	75.00
09/12/19	Trask, Sarah	22694	81.00
09/12/19	Jen Walker Health	22695	294.00
09/12/19	Rumney, Samantha	22696	63.25
09/12/19	Stewart, Rebecca	22697	780.00
09/12/19	Telus Mobility	00000000000036535	1,198.18
09/15/19	Revenue Services of British Columbia	00000000000036533	1,912.50
09/16/19	De Lage Landen	00000000000036537	55.95
09/16/19	Rogers Communications Inc.	00000000000036539	171.97
09/17/19	ACE Courier Services	22698	17.10



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Document Date	Vendor Name	Document Number	Document Amount
09/17/19	All Stitched Up Embroidery	22699	60.90
09/17/19	Barker, Darryl	22700	82.00
09/17/19	Canada Post Corporation	22701	229.27
09/17/19	Cumberland Sand & Gravel Ltd	22702	122.09
09/17/19	CV Marine	22703	67.20
09/17/19	Damage deposit refund	22704	200.00
09/17/19	Earthwave Landscapes	22705	175.00
09/17/19	Refund Fee Overpayment	22706	250.00
09/17/19	Gregg Distributors (B.C.) Ltd.	22707	396.38
09/17/19	Refund Water Connection Fee	22708	200.00
09/17/19	Uni-Select Canada Stores Inc	22709	178.08
09/17/19	Houghton, Eric	22710	82.00
09/17/19	Hydraulic & Industrial Supply Ltd, Comox Valley	22711	198.71
09/17/19	Imperial Welding Ltd.	22712	154.95
09/17/19	Supreme Convenience Stores	22713	361.40
09/17/19	Lush Valley Food Action Society	22714	175.00
09/17/19	North Island Communications Inc.	22715	173.25
09/17/19	Planet Clean	22716	198.62
09/17/19	Prices Lock & Safe	22717	77.45
09/17/19	Tsunami Solutions Ltd. dba SafetyLine	22718	22.05
09/17/19	Shields Ind Services (2004) Ltd.	22720	203.83
09/17/19	Strathcon Industries	22721	27.74
09/17/19	Van Houtte Coffee Services	22722	52.05
09/17/19	Vimar Equipment	22723	225.30
09/17/19	Andrew Sheret Ltd.	22724	2,164.03
09/17/19	Bureau Veritas Canada (2019) Inc.	22725	1,259.10
09/17/19	Carvello Law Corporation	22726	1,261.82
09/17/19	Currently Cumberland	22727	582.75
09/17/19	CIBC Mortgages Inc.	22728	745.00
09/17/19	Rec Damage Deposit	22729	1,500.00
09/17/19	F12.net Inc.	22730	7,310.69
09/17/19	Finlayson Bonet Architecture Ltd	22731	1,299.38
09/17/19	Hyland Precast Inc.	22732	1,112.16
09/17/19	ICONIX Waterworks LP	22733	1,160.89
09/17/19	James R. Craven & Associates Ltd	22734	3,365.25
09/17/19	The Laundry	22735	530.25
09/17/19	Mason, Michelle	22736	3,176.01
09/17/19	Monk Office	22737	1,134.56
09/17/19	Regional District, Comox Valley	22738	669.00



**The Corporation of the Village of Cumberland
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Document Date	Vendor Name	Document Number	Document Amount
09/17/19	Slegg L.P.	22739	739.31
09/17/19	Comox Rentals & Recreation	22740	1,680.00
09/17/19	Leuco Construction Inc.	22741	137,868.05
09/17/19	Waste Management of Canada Corporation	22742	13,871.21
09/17/19	Wedler Engineering	22743	17,231.60
09/20/19	Receiver General For Canada	00000000000036541	22,701.35
09/20/19	Municipal Pension Plan	00000000000036543	14,881.66
09/23/19	Municipal Finance Authority	00000000000036545	17,808.34
09/25/19	Land Title & Survey Authority of British Columbia	00000000000036756	200.00
09/25/19	Hydro & Power Authority, BC	00000000000036757	16,748.13
09/25/19	Bank of Montreal-pcard	00000000000036758	4,448.39
09/26/19	ABC Printing	22745	99.68
09/26/19	Annex Publishing Book Division	22746	176.05
09/26/19	Black Press Group Ltd	22747	404.78
09/26/19	Blake, Russell	22748	374.85
09/26/19	Bureau Veritas Canada (2019) Inc.	22749	35.70
09/26/19	Canadian Tire #350	22750	41.18
09/26/19	Cleartech Industries Inc.	22751	409.50
09/26/19	Courtenay Auto Supply Ltd.	22752	35.16
09/26/19	Courtenay Motorsports	22753	18.74
09/26/19	CV Marine	22754	67.77
09/26/19	Rec Program Credit (Cancellation)	22755	209.00
09/26/19	Comox Valley Farmers Market Assoc	22756	300.00
09/26/19	Forbidden Mechanical Inc.	22757	35.48
09/26/19	Guillevin International Co.	22758	266.70
09/26/19	Rec Program Credit (Cancellation)	22760	484.50
09/26/19	Logan, Corrie	22761	63.25
09/26/19	McPhedran Kevin	22762	207.18
09/26/19	Meadowlark Memorials	22763	481.60
09/26/19	Monk Office	22764	211.94
09/26/19	Northern Ropes & Industrial Supply Ltd.	22765	134.68
09/26/19	Ono Trading Courtenay	22766	29.40
09/26/19	Petty Cash	22767	237.25
09/26/19	Pilon Tool Rentals (1972) Ltd.	22768	336.00
09/26/19	Deposit Return - Equipment Return	22769	200.00
09/26/19	Purolator Courier Ltd.	22770	107.90
09/26/19	Receiver General For Canada	22771	400.00
09/26/19	Rec Program Credit (Cancellation)	22772	184.50
09/26/19	Roffey, Sheri	22773	38.25



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Document Date	Vendor Name	Document Number	Document Amount
09/26/19	Royal Canadian Legion, The	22774	163.00
09/26/19	Sherwin Williams	22775	202.39
09/26/19	Corporate Express Canada Inc.	22776	17.18
09/26/19	Stewart, Rebecca	22777	80.27
09/26/19	Strathcon Industries	22778	118.38
09/26/19	Tran Sign (1999) Ltd.	22779	83.59
09/26/19	West Coast Tree Service	22744	1,575.00
09/26/19	Brown's River Holdings Ltd.	22781	189.00
09/26/19	Waste Connections Canada	22791	1,027.07
09/26/19	CedarSpring Brushing Ltd	22792	2,205.00
09/26/19	Coastal Mountain Fuels	22793	3,385.33
09/26/19	Coast Environmental Ltd.	22794	579.97
09/26/19	Cupe Local 556	22795	996.37
09/26/19	Dale's Plumbing and Mech. Ltd.	22796	1,336.13
09/26/19	Earthwave Landscapes	22797	700.00
09/26/19	E.B. Horsman & Son	22814	343.74
09/26/19	Ecoplan International Inc	22798	3,402.00
09/26/19	Elisco Enterprises Inc.	22799	7,313.25
09/26/19	Fulton & Company LLP	22800	5,097.96
09/26/19	Refund Property Tax Account	22801	4,968.65
09/26/19	Hach Sales & Service Canada LP	22802	516.10
09/26/19	Hand in Hand Early Years Nature Education	22803	7,787.70
09/26/19	ICONIX Waterworks LP	22804	4,577.88
09/26/19	JD Structural Consulting Ltd.	22805	2,394.00
09/26/19	Koers & Associates Engineering Ltd.	22806	719.39
09/26/19	Lafarge Canada Inc.	22807	1,019.27
09/26/19	Lush Valley Food Action Society	22808	1,724.38
09/26/19	McElhanney Consulting Services Ltd.	22809	2,260.13
09/26/19	Parkside Storage	22810	1,419.60
09/26/19	Planet Clean	22811	871.97
09/26/19	Steam Donkey Racing Club	22812	1,000.00
09/26/19	Beaufort Association	22813	1,365.00
09/26/19	Regional District, Comox Valley	22815	19,967.25
09/26/19	BC Hydro	22816	36,066.55
09/26/19	Rumney, Samantha	22817	218.50
09/26/19	Stewart, Rebecca	22818	180.00
09/26/19	Trask, Sarah	22819	275.00
09/26/19	Berglund, Chris	22783	84.00
09/26/19	Jackett, Leanne J.	22784	165.00



The Corporation of the Village of Cumberland
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Document Date	Vendor Name	Document Number	Document Amount
09/26/19	Lacourse, Megan	22785	120.00
09/26/19	Lucas, Katy	22786	133.00
09/26/19	Reid, Kester	22787	145.00
09/26/19	Riopelle, Cathy	22782	600.00
09/26/19	Roffey, Sheri	22788	175.00
09/26/19	Royer, Kimberly	22789	255.50
09/26/19	Rumney, Maria	22790	127.50
10/01/19	WorkSafeBC	00000000000036852	12,978.18
10/01/19	Pacific Blue Cross	00000000000036854	14,556.45
10/01/19	DPOC Neopost Canada Ltd	00000000000036858	392.62
10/01/19	Shaw Cablesystems G.P.	00000000000036859	741.31
10/02/19	Receiver General For Canada	00000000000036848	948.09
10/02/19	Municipal Finance Authority	00000000000036850	4,794.75
10/02/19	Municipal Finance Authority	00000000000036856	14,682.20
10/03/19	ABC Printing	22842	47.04
10/03/19	ACE Courier Services	22843	17.10
10/03/19	Baird's First Aid Service	22844	90.00
10/03/19	Cumberland Hotel	22845	380.36
10/03/19	GROW tree care	22847	173.25
10/03/19	Imperial Welding Ltd.	22848	111.55
10/03/19	Island Office Equipment Ltd.	22849	93.99
10/03/19	Kyte Delivery Service	22850	13.65
10/03/19	Damage deposit refund	22851	250.00
10/03/19	Pilon Tool Rentals (1972) Ltd.	22852	80.64
10/03/19	Planet Clean	22853	66.08
10/03/19	Practica	22854	498.90
10/03/19	Purolator Courier Ltd.	22855	76.55
10/03/19	Damage deposit refund	22856	250.00
10/03/19	Sherine Industries Ltd.	22857	457.34
10/03/19	Corporate Express Canada Inc.	22858	475.93
10/03/19	Strathcon Industries	22859	59.90
10/03/19	Damage deposit refund	22860	150.00
10/03/19	Van Houtte Coffee Services	22861	73.03
10/03/19	Hydraulic & Industrial Supply Ltd, Comox Valley	22862	238.60
10/03/19	Bureau Veritas Canada (2019) Inc.	22863	549.94
10/03/19	Cupe Local 556	22864	999.73
10/03/19	ICONIX Waterworks LP	22865	1,907.32
10/03/19	Latitude Conservation Solutions Co.	22866	5,236.88
10/03/19	Lee Mac Electric Ltd.	22867	782.16



The Corporation of the Village of Cumberland
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Document Date	Vendor Name	Document Number	Document Amount
10/03/19	MNP LLP	22868	9,922.50
10/03/19	Monk Office	22869	998.80
10/03/19	Damage deposit refund	22870	6,250.00
10/03/19	Update Company, The	22871	4,364.33
10/03/19	Upper Island Counselling Services	22872	1,105.65
10/03/19	Diamond Software Inc	22873	15,302.44
10/03/19	Regional District, Comox Valley	22874	110,700.56
10/04/19	Receiver General For Canada	00000000000037068	22,239.44
10/04/19	Municipal Pension Plan	00000000000037069	15,427.16
10/07/19	Hesse, Tanalee	22875	9,145.55
10/08/19	FORTISBC-Natural Gas	00000000000037070	238.34
10/10/19	Berglund, Chris	22876	84.00
10/10/19	Lacourse, Megan	22877	120.00
10/10/19	Powsey, Clive	22878	36.00
10/10/19	Reid, Kester	22879	137.50
10/10/19	Riopelle, Cathy	22880	275.00
10/10/19	Roffey, Sheri	22881	193.75
10/10/19	Royer, Kimberly	22882	269.00
10/10/19	Rumney, Maria	22883	90.00
10/10/19	Rumney, Samantha	22884	270.25
10/10/19	Ayden Spencer	22885	35.00
10/10/19	Stewart, Rebecca	22886	288.00
10/10/19	Trask, Sarah	22887	431.25
10/10/19	Lucas, Katy	22888	59.50
10/10/19	Jen Walker Health	22889	504.00
10/10/19	ACE Courier Services	22890	17.10
10/10/19	Andrew Sheret Ltd.	22891	210.19
10/10/19	Brown's River Holdings Ltd.	22892	6.30
10/10/19	Canadian Tire #350	22893	416.26
10/10/19	Currently Cumberland	22894	183.75
10/10/19	Coast Environmental Ltd.	22895	409.89
10/10/19	Courtenay Auto Supply Ltd.	22896	315.23
10/10/19	Crisfield, Robert	22897	291.89
10/10/19	Dominion Gov Law LLP	22898	110.88
10/10/19	Earthwave Landscapes	22899	210.00
10/10/19	Coal Creek Disc Golf Supplies	22900	228.16
10/10/19	Hach Sales & Service Canada LP	22901	180.79
10/10/19	Hryko, Sandra	22902	100.85
10/10/19	Hydraulic & Industrial Supply Ltd, Comox Valley	22903	291.47



**The Corporation of the Village of Cumberland
Electronic Funds and Cheque Register
From September 1 to October 31, 2019**

Document Date	Vendor Name	Document Number	Document Amount
10/10/19	Imperial Welding Ltd.	22904	224.62
10/10/19	Journey Recycling	22905	107.12
10/10/19	Justice Institute of British Columbia	22906	40.37
10/10/19	Lafarge Canada Inc.	22907	79.30
10/10/19	Little City Signs Inc.	22908	28.00
10/10/19	Damage deposit refund	22909	200.00
10/10/19	Ono Trading Courtenay	22910	131.46
10/10/19	Planet Clean	22911	242.08
10/10/19	Praxis Performance Group Inc.	22912	157.50
10/10/19	Tsunami Solutions Ltd. dba SafetyLine	22913	22.05
10/10/19	Shields Ind Services (2004) Ltd.	22914	126.59
10/10/19	SPCA, Comox Valley	22915	220.86
10/10/19	Sullivan Sean	22916	494.00
10/10/19	Tax Deferment Payments	22917	275.00
10/10/19	Vimar Equipment	22918	205.49
10/10/19	Brandt Tractor Ltd	22919	782.81
10/10/19	Bureau Veritas Canada (2019) Inc.	22920	1,579.46
10/10/19	City of Courtenay	22921	1,041.60
10/10/19	Coastal Mountain Fuels	22922	1,717.00
10/10/19	Cupe Local 556	22923	958.22
10/10/19	Guillevin International Co.	22924	1,195.03
10/10/19	Hyland Precast Inc.	22925	1,642.70
10/10/19	ICONIX Waterworks LP	22926	974.40
10/10/19	James R. Craven & Associates Ltd	22927	5,250.00
10/10/19	Lee Mac Electric Ltd.	22928	1,442.71
10/10/19	Lordco Auto Parts	22929	537.89
10/10/19	MJR Tree Service	22930	3,360.00
10/10/19	MKM Projects Ltd	22931	1,197.00
10/10/19	Profire Emergency Equipment	22932	1,693.50
10/10/19	Tayco Paving Company	22933	2,625.00
10/10/19	Refund Property Tax Account	22934	1,731.30
10/10/19	Footprints Security Patrol Inc.	22935	1,047.57
10/10/19	Hand in Hand Early Years Nature Education	22937	13,505.20
10/11/19	Land Title & Survey Authority of British Columbia	22938	29.66
10/11/19	Land Title & Survey Authority of British Columbia	22939	29.66
10/11/19	Land Title & Survey Authority of British Columbia	22940	29.66
10/15/19	Rogers Communications Inc.	00000000000037071	176.62
10/15/19	Telus Communications Inc	00000000000037072	215.37
10/15/19	Telus Mobility	00000000000037208	1,168.83



The Corporation of the Village of Cumberland
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From September 1 to October 31, 2019

Document Date	Vendor Name	Document Number	Document Amount
10/15/19	Revenue Services of British Columbia	00000000000037209	1,912.50
10/15/19	De Lage Landen	00000000000037210	55.95
10/18/19	Municipal Pension Plan	00000000000037079	15,244.31
10/18/19	Receiver General For Canada	00000000000037080	22,448.58
10/22/19	Damage deposit refund	22941	250.00
10/22/19	Damage deposit refund	22942	150.00
10/22/19	Damage deposit refund	22943	250.00
10/22/19	Damage deposit refund	22944	250.00
10/22/19	Damage deposit refund	22945	4,500.00
10/22/19	Damage deposit refund	22946	1,500.00
10/22/19	Damage deposit refund	22947	4,750.00
10/22/19	Damage deposit refund	22948	12,000.00
10/22/19	ACE Courier Services	22949	32.98
10/22/19	Cleartech Industries Inc.	22950	411.65
10/22/19	Cumberland General Store	22951	190.77
10/22/19	CV Marine	22952	52.36
10/22/19	Engrave It!	22953	23.13
10/22/19	Firefighter Training	22954	336.00
10/22/19	Habitat Systems Inc	22955	183.68
10/22/19	Hydraulic & Industrial Supply Ltd, Comox Valley	22956	460.23
10/22/19	ICONIX Waterworks LP	22957	374.43
10/22/19	Island Nursing Inc	22958	240.00
10/22/19	Supreme Convenience Stores	22959	293.95
10/22/19	Koers & Associates Engineering Ltd.	22960	399.66
10/22/19	Lee Mac Electric Ltd.	22961	108.15
10/22/19	NexGen Hearing Industrial	22962	441.00
10/22/19	North Island Communications Inc.	22963	173.25
10/22/19	North Island Tractor Ltd.	22964	147.11
10/22/19	Northern Ropes & Industrial Supply Ltd.	22965	46.86
10/22/19	Ono Trading Courtenay	22966	32.09
10/22/19	Prices Lock & Safe	22967	43.49
10/22/19	Purolator Courier Ltd.	22968	214.92
10/22/19	Roam Media Inc	22969	105.00
10/22/19	Rotary Club of Cumberland Centennial	22970	400.00
10/22/19	Corporate Express Canada Inc.	22971	317.49
10/22/19	Strathcon Industries	22972	11.20
10/22/19	Development Permit Return	22973	200.00
10/22/19	Van Houtte Coffee Services	22974	167.46
10/22/19	Wandering Moose Cafe, The	22975	181.65



The Corporation of the Village of Cumberland
Electronic Funds and Cheque Register
From September 1 to October 31, 2019

Document Date	Vendor Name	Document Number	Document Amount
10/22/19	Baird's First Aid Service	22976	798.00
10/22/19	Black Press Group Ltd	22977	536.02
10/22/19	Brenntag Canada Inc.	22978	1,357.40
10/22/19	Carvello Law Corporation	22979	8,648.62
10/22/19	Gravity MTB	22980	1,688.66
10/22/19	Hesse, Tanalee	22981	7,134.34
10/22/19	JMR Landscaping & Irrigation Ltd	22982	735.00
10/22/19	Mainroad Maintenance Products	22983	1,568.00
10/22/19	McPhedran Kevin	22984	757.19
10/22/19	Regional District,Comox Valley	22985	2,940.00
10/22/19	Slegg L.P.	22986	2,528.06
10/22/19	Valley Traffic Systems	22987	789.29
10/22/19	Vimar Equipment	22988	958.72
10/22/19	Wedler Engineering	22989	9,550.43
10/22/19	WFR Wholesale Fire & Rescue Ltd.	22990	7,833.30
10/22/19	Comox Valley Refrigeration & Air Conditioning Ltd	22991	14,578.20
10/22/19	Waste Management of Canada Corporation	22992	12,889.37
10/23/19	Municipal Finance Authority	00000000000037207	17,808.34
10/24/19	Bell, Andre	22993	24.00
10/24/19	Berglund, Chris	22996	84.00
10/24/19	Bridger, Hallie	22997	180.00
10/24/19	Gorriti, Aylen Loli	22998	24.00
10/24/19	Jackett, Leanne J.	22999	220.00
10/24/19	Lan, Emily	23000	408.00
10/24/19	Lan, Lauren	22994	660.00
10/24/19	Lucas, Katy	23001	66.50
10/24/19	Purin, Paul	23002	40.00
10/24/19	Reid, Kester	23003	137.50
10/24/19	Roffey, Sheri	23004	106.25
10/24/19	Royer, Kimberly	23005	309.50
10/24/19	Rumney, Maria	23006	30.00
10/24/19	Rumney, Samantha	23007	311.75
10/24/19	Stewart, Rebecca	23008	192.00
10/24/19	Trask, Sarah	22995	756.25
10/24/19	Jen Walker Health	23009	252.00
10/24/19	Warwaruk, Rikki	23010	30.00
10/24/19	Justin Wolfe	23011	255.00
10/25/19	Bank of Montreal-pcard	00000000000037205	20,166.77
10/25/19	Hydro & Power Authority, BC	00000000000037206	7,791.20



**The Corporation of the Village of Cumberland
Electronic Funds and Cheque Register
From September 1 to October 31, 2019**

Document Date	Vendor Name	Document Number	Document Amount
10/29/19	Baird, Leslie	23012	319.86
10/29/19	Brown, Vickey	23013	143.98
10/29/19	Sproule, Gwyn	23014	308.23
10/30/19	Ministry of Finance - PST	23015	48.52
10/30/19	Alpine Water & Energy	23017	3,315.30
	Total		\$ 1,205,525.30

COUNCIL REPORT



REPORT DATE: November 5, 2019
MEETING DATE: November 12, 2019

File No. 0530-03

TO: Mayor and Councillors
FROM: Rachel Parker, Corporate Officer
SUBJECT: Vancouver Island Regional Library Trustee Appointments

RECOMMENDATION

- i) THAT Council receive the Vancouver Island Regional Library Trustee Appointments report.
- ii) THAT Council appoint Councillor Brown as trustee and Councillor Sproule as alternate trustee to the Vancouver Island Regional Library Board for the 2020 calendar year.

PURPOSE

The purpose of this report is to request that Council make its trustee appointments to the Vancouver Island Regional Library board for the 2020 calendar year.

BACKGROUND

The *Library Act* has recently been amended and now requires that councils appoint their representative to the Library Board at the first meeting of November each year. The appointment is for the 2020 calendar year.

FINANCIAL IMPLICATIONS

None

STRATEGIC OBJECTIVE

None

ATTACHMENTS

None

CONCURRENCE

None

OPTIONS

1. THAT Council appoint Councillor Brown as trustee and Councillor Sproule as alternate trustee to the Vancouver Island Regional Library Board for the 2020 calendar year.
2. Any other action deemed appropriate by Council.

Respectfully submitted,

Rachel Parker

Rachel Parker
Corporate Officer

Tanalee Hesse

Tanalee Hesse
Chief Administrative Officer

COUNCIL MEMBER REPORT



DATE: November 6, 2019
TO: Mayor and Councillors
FROM: Mayor Baird
SUBJECT: October Monthly Report

Date	Event
1 st	Arranged a meeting with Comox Valley ATV Club and Mosaic Forest Management-discussion on having a training centre in Cumberland. Future discussion will be with staff.
5 th	Cumberland Rotary Dinner and Silent Auction-fundraiser for projects through out the year.
17 th	Lunch meeting with Director General H.E. Andy Chen from Vancouver Taiwan Economic Office- invitation to travel to Taiwan. Kaelin invited for discussion on trade.
18 th	Persons Day lunch -candidates for the Federal election spoke to questions on women's issues.
19 th	Comox Valley Community Foundation Crimson & Gold Dinner and fundraiser- to support all costs of operating the foundation.
22 nd	Bevan Industrial Lands Concept Planning Workshop- well attended by invited participants. EcoPlan International consultants for the Village lead the discussions.
22 nd	A conversation with Maude Barlow: Whose Water is it Anyway? The Village was invited to present an update since becoming a Blue Community in 2011.
23 rd	Vancouver Island Economic Alliance: State of the Island Economic Summit. Full schedule of sessions held throughout the two days. Trade Show booths added another opportunity to network. Panel discussions with island businesses- Tourism-Food and Shelter-Connected Communities-Climate Change Adaptation & Mitigation-Industry-Skilled Labour-Circular Economy-Aquaculture-Clean Tech.
25 th	ICET meeting at the KingFisher.
31 st	Meeting with Island District Commander, Chief Superintendent and Inspector Mike Kurvers. To discuss traffic, presence of the RCMP in the Village.
31 st	Traffic control for the Halloween parade.

COUNCIL MEMBER REPORT



DATE: November 6, 2019
TO: Mayor and Councillors
FROM: Councillor Brown
SUBJECT: October Monthly Report

Date	Event	Comments
Oct 2	Coalition to end Homelessness	• PIT (point in time) homeless count coming soon. • Letter to Courtenay council to locate a site for warming centre • Tent event – drive for materials for people sleeping rough • Federal Election – briefing notes to all candidates along with Eat Think Vote event • Seniors Housing survey in process • Housing needs assessment in process
Oct 2	Food Policy Council	Our first meeting. Representatives from all local municipalities and the Regional district, plus food/farming representation, and youth, waiting for Komox rep and food bank. Introductions discussion on areas of focus and how to move forward.
Oct 7th	Climate Caucus meeting	Phone meeting: Review of UBCM events Election report cards, letter to new Federal gov't, municipal action kit,
Oct 9	Economic Development Committee Meeting	Full agenda and minutes: https://cumberland.ca/wp-content/uploads/2019/10/191003_EDSC_Oct-9-Agenda.pdf Investment attraction consultant joined us for the meeting, reviewed business portal website.
Oct 10	Eat, Think, Vote Event	All candidates event focused on food security
Oct 10	Meeting with constituents	Concern around Beacon Project
Oct 15	Regular Council Meeting	Minutes Here: https://cumberland.ca/wp-content/uploads/2019/10/27.19.R-October-15-2019-Minutes.pdf
Oct 16	Webinar	Cannabis Legislation one year later Topics included issues arising regarding zoning restrictions, bylaw requirements, privacy issues and use of cannabis in the workplace.
Oct 17	Community Justice Centre	Board nominations, Campagnola Lecturer (Murray Sinclair), Vision Statement, CJC Restorative Justice Communities goal,

Oct 17	Special Council Meeting	In Camera – CAO search
Oct 18	Person's Day Lunch	All Candidates attended, focused questions on women's involvement in politics and gender equality
Oct 21	Accessibility committee	View Agenda here: https://cumberland.ca/wp-content/uploads/2019/10/2019-10-21-Accessibility-agenda-package.pdf Feedback on apartment building on Dunsmuir, committee terms of reference, parks and trails accessibility update.
Oct 22	Bevan Road Concept design meeting	Well attended workshop on possibilities and constraints for the Bevan Industrial Lands development.
Oct 23 - 24	Vancouver Island Economic Alliance State of the Island Economic Summit	Attended: Food and Shelter – Finding ways to make a difference Island Wood Industries – Waste Wood Recovery & Fire Mitigation Circular Economy – An Ideas Jam Mindful Travelers & the Future of Tourism Along with presentations on the State of the Island Economic Report, and a Political Panel reviewing the federal election results
Oct 26	Urban forest and Sustainable Communities Conference	Presentations from: Nancy Hofer: Urban tree management plan https://www.courtenay.ca/assets/Departments/Documents/190710_Courtenay%20UrbanForestStrategy_FINAL-Reduced.pdf Loys Maingon "Re-thinking the Urban Forest in an Age of Climate Change" Will Marsh "Adaptive Design" Thomas Dishlevoy: "The Comox Valley Living City Challenge" Alison Mewett: "Street Trees" Royann Petrell: "Urban Avian Ecology"
Oct 28	Regular Council Meeting	Agenda Package available here: https://cumberland.ca/meetings/29-2019-regular/

COUNCIL MEMBER REPORT



DATE: Nov 11, 2019
TO: Mayor and Councillors
FROM: Councillor Jesse Ketler
SUBJECT: Monthly Report – October 2019

Date	Event	Discussion
Oct 1	CVRD Board meeting	Topic: Regional Growth Strategy MOTION: THAT the 2019 - 2023 financial plan for the Regional Growth Strategy service, function 512, be amended to increase professional fee expenditures by \$52,500 in both 2019 and 2020 to be funded by an increase in conditional provincial grant revenues of \$52,500 in each of those years as a result of the successful award of \$105,000 through the Union of BC Municipalities to support a Regional Housing Needs Assessment project. Topic: Air Quality MOTION: THAT the proposed framework for improving air quality in the Comox Valley as described in “A Regional Approach to Improve Air Quality and Health in the Comox Valley: Our Proposal” dated August 2019 be considered at the Comox Valley Regional District’s strategic planning session in October 2019. THAT the board support staff in implementing the early actions identified in the air quality framework report dated September 11, 2019;

		AND FURTHER THAT staff work with Island Health and the Ministry of Environment to enhance promotion of emission reduction actions during local air quality advisories.
Oct 3	Sports Commission Agenda meeting	Meet with CVRD staff to prepare Commission agenda
Oct 3	Where Matters to Your Health	Presentations on how where you live can be a determinant of health
Oct 4	All Candidates Debate: Canada and the Climate Crisis	Federal debate at Florence Filberg Centre
Oct 5	Rotary Dinner	Italian dinner – fundraiser for Rotaray
Oct 7	Climate Caucus	Online conference call
Oct 8	Sports Commission	Special meeting
Oct 8	CVRD Committee of the Whole	Topic: BC Transit Futures presentation Topic: Union Bay Improvement District MOTION: THAT the Comox Valley Regional District, in partnership with the Union Bay Improvement District, support an application to the Ministry of Municipal Affairs and Housing for a restructure planning grant and infrastructure planning grant that would: - conduct a condition assessment of Union Bay Improvement District assets and liabilities - analyze the governance options to remain as an improvement district or convert the street lighting, water supply and distribution and fire protection services to regional district services; and - develop and execute a communication

plan that:

- assesses public perspective on the topic of Union Bay governance and service delivery; and
- informs the public on potential outcomes from the assessment and governance models.

Oct 15 Regular Council Meeting

Oct 17 CVRD COTW meeting

Strategic Planning Session

Oct 18 CVRD COTW meeting

Strategic Planning Continued

Oct 22 Cumberland Industrial Lands
Workshop

Charrette on Bevan Industrial Lands -
layout, utilities, partners etc.

Oct 28 Regular Council Meeting

Oct 29 CVRD COTW/Board

Electoral Area Service Committee

Oct 30 CVRD Water Treatment Plant
Groundbreaking

Ceremony at Fish and Game Club

COUNCIL MEMBER REPORT



DATE: November 6th, 2019

TO: Mayor and Councillors

FROM: Councillor Sproule

SUBJECT: Monthly Report – October 2019

Date	Event	Comments
7th	Heritage Committee	Welcomed new committee members. We now have seven. Also welcomed Becky Thiessen, Master of Community Planning student at VIU who is helping us with writing statements of significance on Number 4 Mine, Perseverance Creek and the Big Store
17th	-Explored Number 4 Mine site with Becky Theissen Special meeting of Council	To inform Statement of Significance
30th	Museum meeting	Knowledge Network wants to film in Chinatown. The Mayors Golf Tournament raised money for signage Neil Vockey, the film maker, has been helping the Museum
31st	Participated in the Hallowe'en parade which was very well attended	
	Any spare moments I had, I went canvassing for our MP, Gord Johns. He was successful in his bid to continue working for his constituents.	