



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, DECEMBER 9, 2015
PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

- Present** Commissioner D. Renwick – Chair
Commissioner J. Lamb – Vice-Chair
Commissioner D. Bauer
Commissioner L. Payeur
Commissioner R. Turcasso
- Staff** Director of Park Operations – B. Bryant
Manager of Community Services – I. Crane
Manager of Finance – M. Veenbaas
Deputy Mgr of Community Services & Director of Business Units – M. Shattock
Executive Assistant – K. Ridley

(1) CALL TO ORDER

The Chair called the meeting to order at 5:58 pm.

(2) RESOLUTION TO PROCEED IN CAMERA

3576-15 Moved by: Commissioner Payeur Seconded by: Commissioner Turcasso

*THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:
90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the Freedom of Information and Protection of Privacy Act; and
90(1)(g) litigation or potential litigation affecting the municipality.*

CARRIED

(3) RECONVENE

The meeting reconvened at 7:00 pm.

(4) ELECTION OF CHAIR

Commissioner Renwick was elected as the Chair of the Cultus Lake Park Board for 2016.

(5) ELECTION OF THE VICE CHAIR

Commissioner Lamb was elected as the Vice-Chair of the Cultus Lake Park Board for 2016.

(6) APPROVAL OF AGENDA

3577-15 Moved by: Commissioner Lamb Seconded by: Commissioner Bauer

THAT the Agenda for the Regular Meeting of the Cultus Lake Park Board for December 9, 2015 be amended by replacing page 10 of the Agenda which is Item 7(a) Adoption of Minutes. Mr. Terry Woodrow has requested staff to amend the minutes by adding the following words to the end of his second question on the November 25, 2015 minutes as he referred specifically to the market in the park "location from the community"; and

Replacing the minutes of the October 1, 2015 Future Plan Advisory Committee noted in the agenda under Section 8 (a) with a newer version of the minutes received on November 23, 2015. The set of minutes on the Agenda were provided to us on November 13, 2015 and were draft minutes; and

That the Agenda of the Regular Meeting of the Cultus Lake Park Board for December 9, 2015 be approved as amended; and

THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

CARRIED

(7) ADOPTION OF MINUTES
November 25, 2015 Cultus Lake Park Board Meeting

3578-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the minutes of the Regular meeting of the Cultus Lake Park Board held on November 25, 2015 be adopted as amended.

CARRIED

(8) COMMITTEE MINUTES

- (a) Future Plan Advisory Committee – PlanCultus**
- Minutes of the October 1, 2015 FPAC meeting

The minutes were received as amended.

(9) FINANCE

(a) 2016-2020 Draft Financial Plan – Public Presentation

- Report dated December 9, 2015 from Mike Veenbaas, Manager of Finance
 - 2016-2020 Draft Financial Plan
 - 2016-2020 Schedule of Capital Reserves

Public Consultation

- (i) Opening Remarks (Chair)
- (ii) Presentation (Manager of Finance)
- (iii) Questions from the Board
- (iv) Public Input (3 minutes each)
- (v) Closing Remarks (Board)

The Manager of Finance gave a presentation regarding the 2016-2020 Financial Plan and gave a high level review of the different business areas. He reported that:

- Transfer to Reserves are increasing;
- Significant capital project are planned for 2016;
- Continued increase in new contribution from campgrounds;
- Proposed 5% increase in residential lease fee to fund projects; and
- Savings resulting from organizational changes at the park Office.

The Manager of Finance noted that there had been changes proposed since the bylaw was first read and these include:

- Sweltzer Creek Weir Operations and Maintenance Manual – Increase from \$12,500 to \$20,000;
- Fire Training Officer – join FVRD Pilot project for \$10,000;
- Emil Anderson Yard – proposal to conduct a baseline soil investigation for \$10,000;
- FVRD HR Support – proposal to utilize FVRD Human Resources team for \$10,000;
- Main Beach Electrical Upgrade to the lighting system for \$8,000; and
- Purchase of Event tents for \$4,000.

PUBLIC CONSULTATION

Lorna Griffeth

Q: Regarding the Community Hall – there was talk about redoing the kitchen, is this still on.

A: Staff – Yes this is included in the budget.

Q: Regarding increase in Parking Fee – she noted that the Board should expect a backlash to the proposed increase for parking to \$10 per day.

A: Chair Renwick advised that the costs to maintain the beach, parks and washrooms are where these funds go to.

**Rick
Williamson**

Q: Regarding the Year to Date Actuals – what is the date this information goes to.

A: Staff – The Actuals are up to October 2015.

Q: Regarding Professional fees – how come the fees were so low in 2015 and why are they increasing in 2016 and subsequent years.

A: Staff - In 2015 there were very little property appraisals done. The budget is being increased, to be in line with past years but with the increase there is some flexibility to hire consultants.

Ernie Vance

Q: Noted he had sent in an email to staff regarding the network of trails. He would like to see money put towards the maintenance of trails in the community.

A: Staff – There is no funding budgeted specifically for trail maintenance.

Commissioner Lamb requested that when staff are prioritizing work for the Public Works department, perhaps resources can be directed towards this work. The Manager of Community Services stated that once a project is identified, staff can provide a report back to Board regarding the costs.

Mr. Vance reiterated that maintenance of existing trails would be good and that he understood that it would be an ongoing project going over several years.

Bob McCrea

Q: Regarding a recent article about the amount the Volunteer Fire Fighters make. He noted that the volunteers make \$18.00 per hour when practicing and when called out. He asked about the budget for firefighting and did it include a raise for the Fire Fighters. He further noted that the Fire Department had been raising money for a jaws of life and defibrillator units.

A: Staff noted that funding of \$36,000 has been budgeted but not for increases. The amount of budget used is dependent on the volume of call outs and practices.

Chair Renwick requested that staff bring back a report regarding what neighbouring communities are paying their Volunteer Fire Fighters and that they work in concert with the Fraser Valley Regional District who are collecting this information already.

Commissioner Lamb requested that a complete analysis be undertaken and that staff come back with recommendations to the Board.

Ken Dosen

Q: Expressed concern about the large increase to the buoy fee. He asked where these fees go to.

A: Staff noted that the Revenue covers the costs to maintain the docks, wharves, beaches. It helps to cover costs for the unlimited access to the boat launch and maintenance of boat launch.

Mr. Dosen reported that the boat launch needs to be repaired.

Mr. Dosen asked the Board for speed control on Mountainview perhaps by using speedbumps. He noted his concern that someone could be hit by a car due to their high speed.

Terry Woodrow Mr. Woodrow stated that the trails heading east up to Columbia Valley Highway were the golf course's responsibility to expand the trail. He expressed concern with the 100% increase to the boat launch fees and that the 5% increase to residential leases and a 66% increase to parking fees. He noted that the problem with the parking increase is its effect on the commercial leaseholders.

Chair Renwick noted that last year the 2% increase was removed and this years 5% increase equates to an increase of \$14,000.

Commissioner Payeur noted that it works out to approximately \$38.00 per residence.

Mr. Woodrow stated that the parking rate could be prohibitive for some people and were the commercial lease holders advised?

Commissioner Turcasso noted that there is free parking from 4:00 pm -10:00 pm from December 1, 2015 to January 4, 2016 and that any business owners open at this time would benefit from the free parking.

Commissioner Lamb noted that other resort communities charge much higher fees for parking.

Mark Issac Mr. Issac requested that Cultus Lake talk to BC Hydro to push for a higher level of bus service during the summer.

He noted that in conversations with people at the Provincial Park they noted that they have to cut down on the number of cars parking there.

Rick Williamson Mr. Williamson advised that there is currently a bylaw in place for staff to charge a rate to rescue a boat so the fees collected for the Buoy would not need to be used for this.

He noted that in the past concerned had been expressed that the revenue at the cabins would diminish because of their proximity to the waterslides.

Staff reported that the revenue generated at the cabins has increased.

Bob McCrea Q: Regarding Cultus Lake Elementary School – what is that fee for?

A: Staff reported is was for the lease on the land.

Ernie Vance Q: On page 21 it notes \$20,000 has been budgeted for Lease Management Software technology and has it gone out for an RFP?

A: Staff advised that this amount was an estimate and that staff would be going out for proposals. If the bids came in higher than that, the report would come back to the Board.

Q: Does Cultus Lake Park pay money to Tourism Chilliwack?

A: Staff advised that the Park does pay \$7,500 to Tourism Chilliwack for website and promotion of the community.

Woodrow Q: He noted that he did not get a response to his question on whether the Board consulted with the commercial leaseholders prior to increasing the parking fee?

A: Chair Renwick responded no.

Hearing no further comments from the public the Chair closed the Public Consultation portion of the meeting.

(10) BYLAW

Bylaw 1072, 2015 – Cultus Lake Park 2016 - 2020 Financial Plan Bylaw

3579-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT Bylaw 1072, 2015 – Cultus Lake Park 2016 - 2020 Financial Plan Bylaw, be given Second Reading as amended; and

THAT Bylaw 1072, 2015 – Cultus Lake Park 2016 - 2020 Financial Plan Bylaw, be given Third Reading.

CARRIED

(11) REPORTS BY STAFF

(a) 2016 Board Meeting Dates
Report dated December 9, 2015 from Kelly Ridley, Executive Assistant to Director of Park Operations

3580-15 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the Board endorse and adopt the 2016 Cultus Lake Regular Board Meeting Dates as follows:

January 6 and 20	February 3 and 17
March 16	April 6 and 20
May 18	June 1 and 15
July 13	August 17
September 7 and 21	October 12
November 9 and 23	December 7

CARRIED

(b) **Milfoil Plot Control Pilot Project**

- Report dated December 9, 2015 from Ian Crane, Manager of Community Services

3581-15

Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

THAT subject to budget approval, the Board instruct staff to undertake a Milfoil Control Pilot Project consisting of a series of plot control methods.

CARRIED

(12) **REPORTS BY COMMISSIONERS**

Commissioner Turcasso thanked the community and the Committee for all their hard work and noted that the Fire Department had raised \$600.00 for the Burn Unit from the sale of hot apple cider and hot chocolate. Canned goods were also donated for food drive and totaled approximately 400 items.

(13) **CULTUS LAKE COMMUNITY ASSOCIATION**

Lorna Griffeths reported that Margaret has asked her to pass along her thanks the Board for all that they have done for Lewis.

(14) **PUBLIC QUESTION PERIOD**

Rick Williamson Q: Do the Milfoil tests have to be coordinated with Fisheries and Oceans?

A: Commissioner Bauer relied yes.

Terry Woodrow Thanked the Board Chair for not taking his normal seat at the beginning of the meeting to allow for a more transparent election.

Q: Are boaters paying for the upkeep of the beach.

A: Staff reported that the foreshore goes up to the high water mark which includes a small portion of the beach –having the foreshore lease Cultus Lake has to maintain the foreshore.

A: Commissioner Lamb noted that the cost to maintain the foreshore is \$112,000 and the money collected for the buoy fees only covers a small portion of the foreshore maintenance cost.

(15) ADJOURNMENT

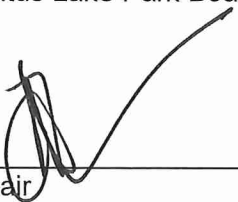
3582-15

Moved by: Commissioner Lamb Seconded by: Commissioner Bauer

THAT the Regular meeting of the Cultus Lake Park Board held Wednesday, December 9, 2015 be adjourned at 8:27 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Cultus Lake Park Board held December 9, 2015.



Chair



Director of Park Operations
Corporate Officer