



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JANUARY 20, 2016
PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Renwick – Chair
Commissioner J. Lamb – Vice-Chair
Commissioner D. Bauer
Commissioner R. Turcasso

Regrets Commissioner L. Payeur

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 6:00 pm.

2 RESOLUTION TO PROCEED IN CAMERA

Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso
3589-16

***THAT** the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:
90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and
(d) the security of the property of the municipality.*

CARRIED

3 RECONVENE

The meeting reconvened at 7:01 pm.

4 APPROVAL OF AGENDA

3590-16 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Agenda for the Regular Meeting of the Cultus Lake Park Board for January 20, 2016 be amended by adding an "On Table" Staff report titled Revision to the Terms of Reference for the Future Plan Advisory (Select) Committee under Section 9 (e), and replacing pages 2 and 3 of the December 14, 2013 Special Regular Meeting Minutes as additional information was added under Section 6 - Reports by Commissioners on a meeting that was held with Minister Fassbender's office; and

THAT the Agenda be approved as amended; and

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

CARRIED

5 ADOPTION OF BOARD MINUTES

(a) **December 14, 2015 Cultus Lake Park Board Special Regular Meeting**

3591-16 Moved by: Commissioner Lamb Seconded by: Commissioner Bauer

THAT the minutes of the Special Regular meeting of the Cultus Lake Park Board held on December 14, 2015 be adopted as amended.

CARRIED

6 FINANCE

(a) **Cultus Lake Park Lease Payment Options**

- Report dated January 20, 2016 from Mike Veenbaas, Manager of Finance

The Board asked that staff look at discontinuing the use of credit cards for long term summer leases at Sunnyside Campground.

3592-16 Moved by: Commissioner Lamb Seconded by: Commissioner Bauer

THAT the Board direct staff to setup Cultus Lake as an online banking payee, and that notice be provided to leaseholders stating that effective July 1, 2016 credit cards will no longer be accepted for lease payments; and that payments be accepted via Interac email transfer for the 2016 lease payment when requested by a leaseholder.

CARRIED

7 **CORRESPONDENCE**

- (a) **Heart and Stroke Foundation – letter dated December 21, 2015
February 2016 – Heart Month**

8 **BYLAWS**

- (a) **Bylaw 1073, 2016 – Cultus Lake Park Board Building Bylaw No. 5, 2001
Repeal Bylaw**

- Report dated January 20, 2016 from Ian Crane, Manager of Community Services

3593-16 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

***THAT** the Board receive for information the Fraser Valley Regional District Building Amendment Bylaw report dated December 16, 2015; and*

***THAT** Cultus Lake Park Board Building Bylaw No. 5, 2001 Repeal Bylaw 1073, 2016 a bylaw to repeal Cultus Lake Park Board Building Bylaw No. 5, 2001 be given first, second and third readings.*

CARRIED

- (b) **Bylaw 1075, 2016 – Cultus Lake Park 2016 Levying of Rates Bylaw**

- Report dated January 20, 2016 from Mike Veenbaas, Manager of Finance

3594-16 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

***THAT** Bylaw No. 1075, 2016 Levying of Rates Bylaw be given first, second and third readings.*

CARRIED

9 **REPORTS BY STAFF**

- (a) **Request to attend Chief Administrative Officer Forum – February 23-26, 2016**

- Report dated January 20, 2016 from Bonny Bryant, Director of Park Operations

3595-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

***THAT** the Director of Park Operations be approved to attend the Local Government Management Association of British Columbia, Chief Administrative Officers Forum from February 23 - 26, 2016 in Kelowna, BC at an approximate cost of \$1,700.*

CARRIED

(b) **Fraser Valley Regional District Rezoning Referral**

- Report dated January 20, 2016 from Ian Crane, Manager of Community Services

3596-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the Board receive for information the referral from the Fraser Valley Regional District for the proposed rezoning of 45585 Rachael Place.

CARRIED

(c) **Amendment to the Board Committee System Policy**

- Report dated January 20, 2016 from Kelly Ridley, Executive Assistant to the Director of Park Operations

3597-16 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

THAT the Board Committee System Policy, section 1.2.4 be deleted and replaced with:

“Appointment to Standing and Select Committees will be made by January 31 in the year following the appointment of the Cultus Lake Park Board Chair.”

CARRIED

(d) **Lease Assignments/Fourth Quarter 2015**

- Report dated January 20, 2016 from the Rachel Litchfield, Lease Administration

3598-16 Moved by: Commissioner Lamb Seconded by: Commissioner Tucasso

THAT the report dated January 20, 2016 regarding the Lease Assignments/Fourth Quarter 2015 be received for information.

CARRIED

(e) **Revision to the Terms of Reference for the Future Plan Advisory (Select) Committee**

- Report dated January 20, 2016 from Kelly Ridley, Executive Assistant to the Director of Park Operations

3599-16 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT sub-section 3.1.3 of the Terms of Reference for the Future Plan Advisory (Select) Committee be amended by deleting “Eight members” and replacing it with “Ten members”.

CARRIED

10 REPORTS FROM COMMISSIONERS

(a) **Appointment of Chair and Vice Chair to Standing and Select Committees**

- Report dated January 20, 2016 from Chair Renwick

Chair Renwick requested that the Chair and Vice Chair appointments for the Standing Committee on Operational and Financial Core Review be switched so that Commissioner Lamb would be the Chair and the he would be the Vice Chair.

3600-16 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the following Standing Committee appointments be approved as amended:

Standing Committee on Operational and Financial Core Review

Commissioner Lamb – Chair

Commissioner Renwick – Vice Chair

Standing Committee on Bylaw and Policy Review

Commissioner Payeur – Chair

Commissioner Turcasso – Vice Chair, and

THAT the following Select Committee appointments be approved:

Future Plan Advisory (Select) Committee

Commissioner Lamb – Chair

Commissioner Bauer – Vice Chair

Community Events and Activities (Select) Committee

Commissioner Turcasso – Chair; and

THAT the following appointments be approved:

Cultus Lake Aquatic Stewardship Strategy (CLASS)

Commissioner Bauer

Tourism Chilliwack

Commissioner Turcasso

Fraser Valley Aboriginal Relations Committee

Commissioner Renwick, and

THAT the following Standing Committees be discontinued:

Building Bylaw

Lease Review

CARRIED

(b) **Appointment of Members of the Public to Select and Standing Committees**

Chair Renwick – Verbal Report

3601-16

Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

**2016 Appointment to Cultus Lake Select and Standing Committees
(as at January 20, 2016)**

Future Plan Advisory (Select) Committee

1. Jeff Booth
2. Carlo Elstak
3. David Labistour
4. Max Newhouse
5. Gary Senft
6. Margaret Wilson
7. Stefan Wittman
8. Ernie Vance
9. George Coton
10. Steve Arnold

Community Events and Activities (Select) Committee

1. Patti Carpenter
2. Norma Dean McCrea
3. Lillian Newhouse
4. Kathy Renwick
5. Paddy McEwan
6. Audra Coton

Standing Committee on Bylaw and Policy Review

1. Sharon Bronson
2. Rick Williamson

Standing Committee on Operational and Financial Core Review

1. Bob McCrea
2. Brian Dyck

CARRIED

(c) **Revision to the Terms of Reference for the Operational and Financial Core Review Standing Committee**

- Report dated January 20, 2016 from Chair Renwick

3602-16 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the current Terms of Reference for the Operational and Financial Core Review Standing Committee be amended with the attached Terms of Reference for the Operational and Financial Core Review Standing Committee dated January 20, 2016 and attached to this report as Attachment A.

CARRIED

(d) **Revision to the Terms of Reference for the Standing Committee on Bylaw and Policy Review**

- Report dated January 20, 2016 from Commissioner Turcasso

3603-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the draft Terms of Reference for the Standing Committee on Bylaw and Policy Review presented in the January 20, 2016 Agenda be further amended under Section 3 - Membership and Terms, subsection 3.1.3 to amend the number of members of the public allowed on the Committee from one to two and that this change be incorporated into the draft Terms of Reference and adopted by the Board.

CARRIED

(e) **Application for the Canada 150 Fund**

- Report dated January 20, 2016 from the Commissioner Turcasso

3604-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

THAT Park Staff work with the Community Events and Activities Committee in making application to the Canada 150 Fund seeking a Federal Grant for the Cultus Lake Heritage and Culture Celebration to be held in midsummer of 2017.

CARRIED

12

CULTUS LAKE COMMUNITY ASSOCIATION

Lorna Griffith advised the Board that the deadline for the Cultus Lake View – Spring Editions is February 21 and they would appreciate receiving reports from the Commissioners and the Spring General Meeting is being held on Saturday, April 16, 2016 from 10:30 am to 12:00 pm at the school.

13 PUBLIC QUESTION PERIOD

- Q: Rick Williamson: Regarding the repeal of Building Bylaw No. 5 and its replacement with the Regional District's bylaw, is the content of the Regional District's bylaw identical with respect to demolition, use of security and construction standards. Will the building standards going to change with respect to demolition, use of security.
- A: Staff responded that the Fraser Valley Regional District's bylaw is much more comprehensive and it was noted.
- Q: Terry Woodrow – Asked if the Board would consider directing staff to revert back to the long standing practice of identifying members of the public during question period in the minutes with the initial of the first name and full last name. This practice started November 12 of last year. He expressed concern that the use of their full names may stop people from speaking at the meetings.
- A: The Executive Assistant advised the Board that the change in recording names would have started when she started taking minutes and she was not aware of the long standing practice. She noted that she recorded the names that were being spoken at the podium. The Board advised that the name recorded in the minutes will reflect the name spoken at the podium.
- Q: R. Williamson – Stated he was pleased that Cultus Lake was switching to electronic banking.
- Q: T. Woodrow – Asked who recommended and authorized the holding of a Special Regular meeting of December 14, 2016. He has never heard of a Special Regular meeting before. He noted that it had always been just called a Special Meeting. He expressed concern that minutes of a Regular meeting were also adopted at this Special Regular meeting which has not been done before. He further expressed concern that the Special meeting was not advertised in the same manner as the cancellation of the January 6, 2016 meeting.
- A: Staff advised that the request to hold a Special meeting was contained in a report in November when the dates of the budget meetings were determined. Staff advised that the date of the Special meeting was posted on the website.

14 ADJOURNMENT

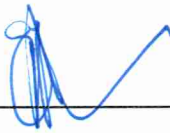
3605-16 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Regular meeting of the Cultus Lake Park Board held Wednesday, January 20, 2016 be adjourned at 7:45 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 *January 20, 2016*.

Chair



Director of Park Operations
Corporate Officer