



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, OCTOBER 19, 2016
CULTUS LAKE COMMUNITY HALL
4220 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Renwick – Chair
Commissioner R. Turcasso
Commissioner L. Payeur
Commissioner D. Bauer

Regrets Commissioner J. Lamb – Vice-Chair

Staff Director of Park Operations/CAO – B. Bryant
Manager of Finance – M. Veenbaas
Manager of Community Services – T. Davis
Manager of Visitor Services, Campgrounds and Cabins – K. Ridley
Acting Executive Assistant to the Director of Park Operations / CAO – R. Litchfield

(1) **CALL TO ORDER**

The Chair called the meeting to order at 5:08 pm.

(2) **RESOLUTION TO PROCEED TO CLOSED MEETING**

3677-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Payeur

***THAT** the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:
Section 90(1) (d) security of the property of the municipality; and
90(1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

(3) **RECONVENE**

The meeting reconvened at 7:05 pm.

(4) **APPROVAL OF AGENDA**

3678-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Payeur

***THAT** the Agenda for the Regular Meeting of the Cultus Lake Park Board for October 19, 2016 October 19, 2016 be amended by replacing Section 7(f) Staff Reports, page 49 to reflect a correction in the purchase price; and*

THAT Staff Report, 7(g) - Reconsideration of Resolution #3654 – 16 to relocate 280 Fir Street cabin and replacing it with Staff Report 7(g) - Moving the cabin at 280 Fir St. to Cultus Lake Golf Club for storage; and

THAT a further addition be added, 30 emails of support to move the cabin have been received; 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) **DELEGATION**

(a) **Cultus Lake Main Beach Restoration**

- Presentation from Brenda and Gary Senft.

Brenda Senft proposed that the Board consider a Committee be created for the community to establish a long term plan for the protection of the trees, a plan for replacement and a plan to beautify the green space areas of Main Beach.

The Board thanked her for their presentation.

3679-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

THAT the Board receive the correspondence for information.

CARRIED

(6) **ADOPTION OF MINUTES**

- (a) *THAT the minutes for the Regular Meeting held on September 21, 2016 by the Cultus Lake Park Board be adopted.*

3680-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

CARRIED

(7) **STAFF REPORTS**

2016 3rd Quarterly Reports (a-f)

(a) **Financial Report**

- Report dated October 19, 2016 from Mike Veenbaas, Manager of Finance.

3681-16 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

THAT the Third Quarter Financial report be received for information.

CARRIED

(b) **Public Works Report**

- Report dated October 19, 2016 from Troy Davis, Manager of Community Services.

3682-16 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

THAT the Public Works Third Quarter report be received for information.

CARRIED

(c) **Park Patrol Report**

- Report dated October 19, 2016 from Troy Davis, Manager of Community Services.

3683-16 Moved by: Commissioner Payeur Seconded by: Commissioner Turcasso

THAT the report from Park Patrol regarding Third Quarter Statistics be received for information.

CARRIED

(d) **Campgrounds and Cabins Report**

- Report dated October 19, 2016 from Kelly Ridley, Manager of Visitor Services, Campgrounds Cabins.

3684-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Payeur

THAT the Third Quarter Campground and Cabins report be received for information.

CARRIED

(e) **Cultus Lake Fire Department Report**

- Report dated July 13, 2016 from Warren Mazuren, Fire Chief.

3685-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

THAT the Third Quarter Fire Department report be received for information.

CARRIED

(f) **Lease Assignment Report**

- Report dated October 19, 2016 from Katrina Craig, Lease Administrator.

3686-16 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

THAT this report from Lease Administration regarding Third Quarter be received.

CARRIED

(g) **Moving the cabin at 280 Fir St, to Cultus Lake Golf Club for storage**

- Report dated October 19, 2016 from Troy Davis, Manager of Community Services.
- Presentation from Jeff Bahnman.

Jeff Bahnman thanked staff for their due diligence and would like the Board's consideration.

3687-16 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

***THAT** defeated resolution number 3654 -16 “**THAT** the Cultus Lake Park Board approve relocating the existing cottage at 280 Fir Street to lease at the golf course to the thirteenth tee box at the golf course” be amended to read, “**THAT** the Cultus Lake Park Board approve relocating the existing cottage from 280 Fir Street to the Cultus Lake Golf Course at the thirteenth tee box for the purposes a Bed and Breakfast with stay and play packages.”*

***THAT** the Park Board approve moving the cabin at 280 Fir St. to the former sand storage area by the Cultus Lake Golf Club 13th hole; and*

***THAT** the owner limit the use of the structure to storage use only; and*

***THAT** the Board allow electrical services to be connected to the building, but not water or sewer; and*

***THAT** the Board instruct the owner that the cabin may only be used as an outbuilding or storage unit, and the owner must apply for a building permit for that purpose from the Fraser Valley Regional District prior to moving the building; and*

***THAT** the Board require that all necessary permits for moving the building be obtained from the Ministry of Transportation and the Fraser Valley Regional District; and*

***THAT** a signed Section 219 Covenant Agreement be registered on title outlining the use of the building on the land; and*

***THAT** the Board require the proponent to sign an agreement indicating that he will abide by the seven points laid out in the Agreement section above.*

CARRIED

(h) **Traffic Calming Report for Fir St. and Fir St. Lane**

- Report dated October 19, 2016 from Troy Davis, Manager of Community Services.
- Cultus Lake Traffic Calming Plan dated September 8, 2016 from Bunt & Associates.

Commissioner Turcasso declared a conflict of interest as she lives on Fir Street and excused herself at 7:51 pm.

3688-16 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

***THAT** the Board direct staff to make the suggested changes outlined in the report.*

CARRIED

Commissioner Turcasso returned to the meeting at 8:01 pm.

(i) **Accessible Pathway Report**

- Report dated October 19, 2016 from Troy Davis, Manager of Community Services.

3689-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Board approve the accessible pathway design as presented.*

CARRIED

(j) **UBCM Update**

- Verbal Report dated July 13, 2016 from Bonny Bryant, Director of Park Operations/CAO.

Commissioner Payeur and I attended a day long experiential workshop on "Understanding the Village" which was a historical view of First Nations from pre-colonial times to the present day which was a very moving and a very informative experience.

Commissioners Payeur, Bauer and I met with staff from BC Parks to discuss their participation in the Liquid Waste Management Plan.

Commissioners Payeur, Bauer and I met with the Ministry of Community, Sport & Cultural Development with respect to non-permanent residence voting.

Commissioners Payeur, Bauer and I met with the Ministry of Forestry, Land and Natural Resources Operations on the Milfoil project and discussed the project that Hatzic Lake is also participating in this project.

I met with Tom Barnes Chief Executive Officer from the Municipal Insurance Association and discussed our ability to participate in this group to possibly get better insurance rates.

One of the interesting sessions was on Short term Rentals (STR) . Prior to this session I met with the Mayor of Tofino Josie Osborne who told me they would be willing to help us out in any way they can on this issue. Many municipalities in the province are dealing with this issue. Some of the problem municipalities experience mirror our own. There is added pressure on services, a higher degree of safety risk, there is no collection of taxes or contribution to the tax base, it contributes to the lack of affordable housing and people are being evicted by homeowners so they can turn their residence into STR as it is a very lucrative business. This practice is also very detrimental for the recruitment of much needed seasonal workers in BC as vacancy rates are so low. This is only a few of the many problems that are being experienced by municipalities in the province of BC on this issue.

I believe our attendance at UCBM was productive and it is a beneficial conference to continue to attend in the future. As many connections can be made there.

(k) **Remembrance Day Wreaths**

- Report dated October 19, 2016 from Rachel Litchfield, Acting Executive Assistant to the Director of Park Operations/CAO.

3690-16 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board designate two Board members to attend to lay the wreaths at the Sardis and Chilliwack Cenotaphs on Remembrance Day, November 11, 2016; and*

***THAT** the Cultus Lake Park Board authorize the purchase of two (2) # 20 wreaths.*

CARRIED

Commissioner Bauer will be in attendance at the Vedder Cenotaph and Commissioner Payeur will be in attendance at the Chilliwack Cenotaph.

(I) **Release of Closed Electronic Meeting Minutes**

- Report dated October 19, 2016 from Rachel Litchfield, Acting Executive Assistant to the Director of Park Operations.

3691-16 Moved by: Commissioner Bauer Seconded by Commissioner Payeur

THAT the following Closed Electronic Meeting Resolutions be released at the October 19, 2016 Regular Board meeting.

August 5, 2016

IC 3236-16

THAT staff be authorized to adopt the following recommendations:

THAT staff will leave any unregistered and non-conforming buoys in the water until after the summer season ends and boats have been removed from the lake. Doing so will mean far fewer challenges and chances for confrontations with the owners of those buoys. Waiting also removes any liability regarding chaining of boats to unregistered buoys. Non-conforming buoys will be removed over the winter; and

THAT unregistered or unpaid buoys will be tagged for 60 days, and then have the buoy removed and stored for a further 30 days. If unclaimed those buoys will become the property of CLP. The anchors for these buoys could then be removed from the lake; be sold to an individual that would like to have a buoy; or have the anchor moved and sold to another party. There are some liability concerns about selling or giving an unknown anchor to another party that would need to be addressed; and

THAT the Fraser Valley Regional District (FVRD) has agreed to use the GPS data to develop a map for us that indicates the position of each buoy. We also think that we should request that they create a map with greater setbacks from wharfs (30m has been suggested), and possibly develop zones where the minimum distances between buoys is either 10m for smaller vessels and 15m for larger vessels. As the installation of a buoy can be quite costly we would also suggest that any larger vessels that are currently in the potential smaller vessel zone would be grandfathered to remain in that location. However, should that buoy owner fail to register one of those grandfathered buoys, or sell the large boat for a smaller one, any future registrations would only be for smaller vessels. Mapping the foreshore in this manner will also allow staff to identify how many buoys the foreshore is capable of supporting; and

THAT staff will redesign the registration form. It may be necessary to have two or three forms that replace the current single form; and

THAT staff will have all boat and buoy registrations done through the Park Office, so as to avoid the current challenges that are occurring. Campers could still complete the paperwork at Sunnyside Campground, but all records would be kept at the Park Office; and

THAT the residents that have experienced finding that they are unable to register their buoy as they have in the past, or that did not know that they needed to do so every year are longtime residents for the most part, who have had their buoys for many years. Their buoys are all conforming and from all accounts well maintained. Staff would like to allow these

individuals to register their buoys this year, and to pay for any back payment that are required. Staff would suggest that any years payments that are in arrears be at this year's rate. Doing so will mean that any of the resident that have knowingly not paid for their buoys in the past to have repercussions. It will also reinforce the need to pay for those residents who honestly did not know that they needed to register and pay for their buoy every year that it is required. While staff have only identified approximately six people at this time that fall into this category, there may be more that have not yet arrived to discover that their buoys have been tagged; and

***THAT** for this year we will continue with the rates that we have for registering buoys. However, the Fees, Fines, and Charges Bylaw will need to be changed so as to conform to the foreshore agreement. The new single rate will then be implemented for the 2017 boating season.*

CARRIED

(9) **REPORTS BY COMMISSIONERS**

Chair Renwick reported that he went to Victoria and met with the Assistant Deputy Minister and staff as well as MLA, Laurie Throness regarding various changes to the *Cultus Lake Park Act*. Although the information cannot be disclosed, there is some movement planned for the future. Chair Renwick further advised that he will be meeting with the Minister Fassbender and Laurie Throness next week to urge them to fast track some of the suggested amendments proposed.

Commissioner Bauer reported that he had attended the final Liquid Waste Management meeting today and after two years, a conclusion will be forth coming.

Bonny Bryant, Director of Park Operations/CAO provided the Board with an update on the status of the office renovations. Board meetings will be moved back into the boardroom very soon. The carpet for the lower level will be installed over the weekend. Storage units are placed outside to store the furniture while the carpets are being installed. We will be moving downstairs while carpets are being installed on the main floor. Customers will be directed downstairs to the lower level during the installation. Furniture will be arriving mid-November. We are hoping to have everything back to normal for our first meeting in December.

Our generator has been installed and if the power goes out we will be able to operate as usual. If the community needs a place to get warmed up, come for a cup of coffee or charge their phones they are welcome to come into the office.

Commissioner Payeur reported that last week on the west side at approximately 1 am a lady was walking her dog was attacked by a raccoon and in turn helping her dog, was also injured by the raccoon. This is a reminder to ensure your garbage's are secured at all times.

Commissioner Turcasso updated the Board on the Community Events and Activities Committee and informed them that there are three events coming up:

- Market at Main Beach, December 2nd, 3rd and 4th with the holiday Christmas lights set up. We have a five year plan in place with respect to lights and Christmas. Santa will be there, 15 vendors, 3 food trucks, live music and other festive activities.
- December 14th is the Merry Little Christmas talent show which will be held at the Cultus Lake Community School and is organized by Lillian Newhouse. Tickets will be available at the Park office or the Cultus Lake Golf Course. Please watch our Facebook page for more details.

- December 19th will be the Community Christmas Party at the Golf course. This will be open to the first 120 people and will have people book their dinner reservation. Cory Pickering will be playing music and door prizes will be available.

Commissioner Payeur informed the members of the Board and the community that there has recently been a lot of car break-ins with damages. Please ensure your vehicles and homes are secure.

Commissioner Turcasso also reported seeing a man on bike with hoodie down the alley in the early hours of the morning that seemed suspicious. Please leave outside lights on and notify neighbors when you're gone. We could look into creating a community park watch.

The Chair advised that the PlanCultus Public Hearing will be held on November 15th from 6 pm to 10 pm at the Cultus Lake Community School. Should the speakers list be not be complete, the hearing will continue Thursday November 17th at 6 pm.

(10) **COMMUNITY ASSOCIATION**

Lorna Griffeth inquired on the progress of having security cameras installed at the security kiosk.

Bonny Bryant, Director of Park Operation informed Ms. Griffeth that a consultant has been hired and has recently interviewed a number of staff and will now be interviewing some members of the community. We expect to have a draft report in the early part of November 2016.

(11) **PUBLIC QUESTION PERIOD**

Q: Rick Williamson, no question but would just like to echo your comments earlier on how it is delightful to see the reports come out given the short timeline from the end of the quarter and I am especially impressed with financials given previous administration told us it was impossible and I am glad it is not impossible. Thank you.

A: Thank you and thank you staff.

Q: Gary Senft – I would like to say congratulations on new pathway. It is a really neat pathway and a couple of showers which people will appreciate. May I ask for survey copy and have been able to get some drawings from Rachel and she has been very helpful but they just don't seem to be very accurate. I am glad to see that were are doing some erosion control as this is an issue and is mainly close to the paddle rentals as the water comes through there, if this will be addressed with a path then we may consider teaming up with Troy and adding some more things with the landscaping that we would proposed to be part of the beach renovations. The ditches are visible now, you probably don't have to wait to put in the pathway. To do something now would be good control. I wanted to ask Bonny if you have tree replacement in the 2017 budget.

A: Bonny Bryant, Director of Park Operations/CAO replied that the tree replacement report will be coming and is expected to come in the next week or two and will be in the budget.

Q: Gary Senft – so there will be something in the budget. Thank you.

Q: Rosemary Burrows – I have a couple questions regarding the security. When people tell you this does it go any further or is it for statistical purposes? Do all these items go to park patrol and the RCMP so they can say, okay there are this many problems?

A: Commissioner Payeur replied that in these particular incidents reports have been made and have pressed upon them on how important it is to report them to the police because it is a problem.

Q: Rosemary Burrows – That’s the same thing that I do if someone tells me that they had a bunch of chairs stolen and that no one will do anything, or bother pursuing it. My answer is that if you don’t bother reporting it then no one will know what is going on.

A: Commissioner Turcasso – It is not the same reporting it to Park Patrol, when the RCMP are looking at man power it is based on calls to them not to other bylaw officers. When Sharon Gaetz is looks at the number of calls their RCMP member are called out for.

Q: Rosemary Burrows - You had talked about letting your neighbors know when you are away and I know when our neighbors are but I also know when the Park Patrol truck is coming around in Second Ave. Do they take or would it be worthwhile to let them know that there will be nobody there and that if there is activity at eleven o’clock at night there shouldn’t be.

A: Commissioner Turcasso – I may just indulge my past in 1989 in Newfoundland when I joined the RCMP we used to get a list of everyone that was going on holidays so part of our nightly patrol, which was a phenomenal service. Of course that doesn’t come in to play now because of the resources and such. I think that as we develop through our Bylaw Review and where we are going with any bylaw policing, or whichever it will be called, I think that is a phenomenal idea. Media releases have been discussed to inform the community on activity in the area.

Q: Lorna Griffeth – Is there a policy in place to control the AirBnB’s?

A: Commissioner Payeur and Bauer replied that we are currently looking to the options.


(12)

ADJOURNMENT


3692-16 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

THAT the Regular Meeting of the Cultus Lake Park Board held October 19, 2016 be adjourned at 8:39 pm.

I hereby certify the preceding to be a true and correct account of the Closed meeting of the Cultus Lake Park Board held October 19, 2016.



Chair



Director of Park Operations/CAO
Corporate Officer

