



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JANUARY 18, 2017
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

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

Regrets Commissioner L. Payeur
Commissioner D. Bauer

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 4:51 pm.

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

3717-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:
Section 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;
(c) labour relations or other employee relations;
(d) the security of the property of the municipality; and
(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

CARRIED

(3) **RECONVENE**

The meeting reconvened at 7:01 pm.

(4) **APPROVAL OF AGENDA**

3718-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the Agenda for the Regular Meeting of the Cultus Lake Park Board for January 18, 2017 be approved as amended by adding the following late items:

- Section 9 – Staff Reports (l), “Appointment of Chair and Vice Chair to Standing and Select Committees”;
- Section 9 – Staff Reports 9(m) 2017 Appointment of Standing and Select Community Committee Members;
- Section 9 – Staff Reports (n) Release of Closed Meeting Resolutions; and

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

CARRIED

(5) **ADOPTION OF MINUTES**

3719-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the minutes for the Regular Meeting held on December 7, 2016 by the Cultus Lake Park Board be adopted.

CARRIED

(6) **ADOPTION OF COMMITTEE MINUTES**

3720-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the minutes for the Bylaw, Policy and Review Committee held on December 19, 2016 be received.

CARRIED

(7) **CORRESPONDENCE**

(a) **Heart and Stroke Foundation**

- Letter dated November 28, 2016, from Donna Rowat, Person to person Campaign Coordinator, Heart and Stroke Foundation, regarding canvassing door to door in February, 2017.

(b) **Cultus Lake OAPO # 164**

- Letter dated December 6, 2016 from Virginia O'Brien, Secretary of the OAP Branch #164, regarding kitchen renovations in the Community Hall.

3721-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the correspondence from the Cultus Lake OAPO #164 and the Heart and Stroke Foundation be received for information.

(8) **BYLAWS**

(a) **Cultus Lake Park Plan Bylaw No. 1080, 2016 (PlanCultus)**

- Memorandum dated January 18, 2017 from G. Daneluz, Deputy Director of Planning and Development, Fraser Valley Regional District regarding Cultus Lake Park Bylaw, No. 1080, 2016 (amended)
- Bylaw No. 1080, 2016
- PlanCultus.

3722-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the following sections in Cultus Lake Park Plan Bylaw No. 1080, 2016 be amended:

- *THAT Second reading be given to Cultus Lake Park Plan Bylaw No. 1080, 2016 as amended, Section 3.4.2 to remove the word "potential" and "exceeded"; and*
- *THAT Section 3.10.7 to remove the word "potential" and referencing 3.4.2 as opposed to 3.4.1.*

CARRIED

3723-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT Cultus Lake Park Plan Bylaw No. 1080, 2016 be given Third reading.

CARRIED

3724-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Plan Bylaw No. 1080, 2016 be adopted.

CARRIED

(b) **2017-2021 Cultus Lake Park Financial Plan Bylaw No. 1081, 2016**

- Report dated January 18, 2017 from Mike Veenbaas, Manager of Finance 2017-2021 Cultus Lake Park Financial Plan Bylaw No. 1081, 2016

3725-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT Cultus Lake Park 2017-2021 Financial Plan Bylaw No. 1081, 2016 be adopted.

CARRIED

(c) **Cultus Lake Park Levying of Rates Bylaw No. 1082, 2016**

- Report dated January 18, 2017 from Mike Veenbaas, Manager of Finance
- Cultus Lake Park Levying of Rates Bylaw No. 1082, 2016

3726-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT Cultus Lake Park Levying of Rates Bylaw No. 1082, 2016 be adopted.

CARRIED

(d) **Cultus Lake Boating and Foreshore Bylaw No. 1083, 2017**

- Report dated January 18, 2017 from Commissioner Payeur, Chair of the Bylaw and Policy Review Committee
- Cultus Lake Boating and Foreshore Bylaw No. 1083, 2017

3727-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT *Cultus Lake Park Boating and Foreshore Bylaw No. 1083, 2017 in Section 3.3(b) be amended to replace the word CAO with the Cultus Lake Park Board; and*

THAT in Section 3.4(b) Option 1 (existing regulation) be removed and Option 2 (proposed amendment) be inserted into the bylaw so it reads:

'No person shall store or leave any boat or ancillary or related equipment on Park property overnight. Failure to comply will result in fines in accordance with Schedule A of this Bylaw'; and

THAT *the bylaw be amended and Cultus Lake Park Boating and Foreshore Bylaw No. 1083, 2017 be read a first, second and third time.*

CARRIED

(9) **STAFF REPORTS**

Public Information Meeting – Development Variance Permit

- (i) Guidelines for Public Information Meeting Statement (Chair)
- (ii) Purpose of the Development Variance Permit Applications (Staff)
- (iii) Comments (Applicants)
- (iv) Questions (Board)
- (v) Call for Public Input (x3)
- (vi) Closure

(a) **Development Variance Permit – 8 Lakeshore Drive**

- Report dated January 18, 2017 from Katelyn Hipwell, Planner 1, FVRD.

Chair Renwick read the Guidelines for Public Information Meeting Statement and introduced Graham Daneluz, Deputy Director of Planning & Development, FVRD to present the application for 8 Lakeshore Drive.

No responses were received by staff with regards to the mail out notification.

Leaseholders, Laurel and George, (known as Brad) Shears were in attendance and Mrs. Shears informed the Board that her family bought here at the lake in 1950 and they are now retired and love the unique environment here at the lake and are planning to reside here full time.

Residents Gordon Hay from Lakeshore Drive spoke in support of the application. Resident Dave Clyne from Lakeshore Drive spoke in support of the application.

Jesse Raynor of JCR Design outlined the various variance requests on behalf of the applicant.

3728-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board approve the height request for the single family dwelling (3ft) from 19 ft. to 22 ft. at 8 Lakeshore Drive.

CARRIED

3729-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board allow for a variance for the height of the chimney only to a maximum height of up to 23.5 ft. at 8 Lakeshore Drive.

CARRIED

3730-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board allow for the siting of the second storey projection at the rear lot line (side street) of 1.5 ft. (top floor) at 8 Lakeshore Drive.

CARRIED

3731-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board approve the enclosure of a balcony by a roof above to allow up to five (5) ft. at 8 Lakeshore Drive.

CARRIED

4th Quarter Staff Reports

(b) **2016 4th Quarter Financial Report**

- Report dated January 18, 2017 from Mike Veenbaas, Manager of Finance.

3732-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the 4th Quarter 2016 Financial Report be received for information.

CARRIED

(c) **2016 4th Quarter Public Works Report**

- Report dated January 18, 2017 from Troy Davis, Manager of Community Services.

3733-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the 4th Quarter 2016 Public Works Report be received for information.

CARRIED

(d) **2016 4th Quarter Lions Parking Report**

- Report dated January 18, 2017 from Troy Davis, Manager of Community Services.

3734-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the 4th Quarter 2016 Lions Parking Report be received for information.

CARRIED

(e) **2016 4th Quarter Park Patrol Report**

- Report dated January 18, 2017 from Troy Davis, Manager of Community Services.

3735-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the 4th Quarter 2016 Park Patrol Report be received for information.

CARRIED

(f) **2016 4th Quarter Fire Department Report**

- Report dated January 18, 2017 from Warren Mazuren, Fire Chief, Cultus Lake Fire Department.

3736-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the 4th Quarter 2016 Fire Department Report be received for information.

CARRIED

(g) **2016 4th Quarter Campgrounds and Cabins Report**

- Report dated January 18, 2017 from Kelly Ridley, Manager of Visitor Services, Campgrounds and Cabins.

3737-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the 4th Quarter 2016 Campgrounds and Cabins Report be received for information.

CARRIED

(h) **2016 4th Quarter Lease Assignments Report**

- Report dated January 18, 2017 from Katrina Craig, Lease Administration

3738-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the 4th Quarter 2016 Lease Assignments Report be received for information.

CARRIED

(i) **Board Remuneration**

- Report dated January 18, 2017 from Bonny Bryant, Director of Park Operations/CAO.

The Director of Park Operations/Chief Administrative Officer advised that five letters were received and are deemed not valid due to a lack of signature. The Director of Park Operations/Chief Administrative Officer noted that a total of 15 written comments has been received, 9 in support and 6 opposed to the increase in Board Remuneration. Of the six opposition letters 5 had no signatures.

3739-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board receive the information gathered from the request for public feedback and that it be forwarded to the City of Chilliwack for consideration.

CARRIED

(j) **Final 2016 Arborist Report**

- Report dated January 18, 2017 from Troy Davis, Manager of Community Services.

3740-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Board receive the 2016 Arborist Report from the Manager of Community Services for information.

CARRIED

(k) **Special Event: Vedder Mountain Bike Festival**

- Report dated January 18, 2017 from Lisa Yeates, Secretary/Receptionist

3741-17 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT the Vedder Mountain Bike Festival to be held May 6 and 7, 2017 be permitted to operate a beverage garden, provided a Special Occasion License to operate a beverage garden be granted by the BC Liquor Control and Licensing Branch.

CARRIED

(l) **Appointment of Standing and Select Committee**

- Report dated January 18, 2017 from Chair Renwick

3742-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the following Standing Committee appointments be endorsed:

Operational and Financial Core Review

Commissioner Lamb – Chair

Commissioner Bauer – Vice Chair

Bylaw and Policy Review

Commissioner Bauer – Chair

Commissioner Payeur – Vice Chair, and

THAT the following Select Committee appointments be approved:

Community Events Activity 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

CARRIED

(m) **2017 Appointment of Standing and Select Community Committee Members**

- Report dated January 18, 2017 from Rachel Litchfield, Acting Executive Assistant to the Director of Park Operations/CAO

3743-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Cultus Lake Park Board appoint the following community members to the Standing and Select Committee.

Standing Committees

- Bylaw and Policy Review Committee
 - Rick Williamson
 - Steve Arnold

- Operational and Financial Core Review Committee
 - Brian Dyck
 - Blair Stewart

Select Committees

- Community Events and Activities (Select) Committee
 - Lillian Newhouse
 - Kathy Renwick
 - Patti Carpenter
 - Paddy McEwan
 - Brenda Senft
 - Shannon Lamb

CARRIED

(n) **Release of Closed Meeting Resolutions**

- Report dated January 8, 2017 from January 18, 2017 from Rachel Litchfield, Acting Executive Assistant to the Director of Park Operations/CAO

3744-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

***THAT** the following Closed Meeting Resolutions be released at the January 18, 2017 Regular Board meeting.*

August 17, 2016

Wind Mobile Tower

IC 3234-16

***THAT** staff continue to pursue the Wind Mobile tower proposal.*

November 9, 2016

Adventure Park

IC 3666-16

***THAT** the Board direct staff to advise Mr. Chris Steuenberg that pursuant to the terms of his current lease, the Board consents to the three new alterations, (two new ride platforms and a walkway) as it is within the terms of his lease; and*

***THAT** the information be released after the Director of Park Operation/CAO has contacted Mr. Steuenberg advising of the Board's consent.*

November 11, 2016

Vedder River Campground

IC 3665-16

THAT *Cultus Lake Park approve option 2, put the campground up for sale; and*

THAT *Cultus Lake Park enter into an agreement with the Ministry Forest, Lands and Natural Resource Operations until such time as the property is sold and transferred to the new owners; and*

THAT *an appraisal be prepared on the property identifying a price for the property to be sold for; and*

THAT *there be a plan developed for the closure of the campground.*

CARRIED

(10) **REPORTS BY COMMISSIONERS**

(a) **Security Report from 3Si Risk Strategies Incorporated**

- Report dated January 18, 2017 from Commissioner Lamb, Chair of Operating and Financial Core Services Committee

3745-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT *the Board receive the Final Security Program Review Report from 3Si Risk Strategies Incorporated;*

THAT *the Board approve the 12 recommendations listed in the report; and*

THAT *3Si Risk Strategies Incorporated be hired for a fixed price of \$5,824.00 plus applicable taxes to assist with the preparations of the RFP for a security contractor;*

THAT *3Si be hired to complete a CCTV and lighting review, for a fixed price of \$9,075 plus applicable taxes;*

THAT *the Board approve that these costs be funded through the Accumulated Operating Surplus; and*

THAT *the Chief Administrative Officer be directed to report back to the Board with the results of the Security Services RFP.*

CARRIED

(11) **COMMISSIONERS REPORT**

Commissioner Turcasso announced that it is Canada's 150th Anniversary this year and the Community Events and Activities Committee plan to celebrate on Cultus Lake Days, June 10th, 2017 and a fireworks show has been planned.

(12) **COMMUNITY ASSOCIATION**

(13) **PUBLIC QUESTION PERIOD**

Q: Rick Williamson – I have a two part question about the In Camera motions on Vedder River Campground. The first one says to approve Option 2, to put it up for sale, what was option one? The second part is that there is a plan to develop the closure of the campground, does that mean you are not wanting to market it as a campground?

A: Chair Renwick –Option one was to keep operating it. The second item is that we are going to operate it and try to sell it as an ongoing operation.

Q: Rick Williamson - Why is there a motion to develop a plan to close it?

A: Bonny Bryant, Director of Park Operations/CAO – It was to do with winter camping.

Q: Gordon Hay - 201 Lakeshore Drive – I didn't hear the annual net revenue for parking, was it disclosed? I heard a net revenue for the fall or quarter but didn't hear the annual net revenue on the parking.

A: Troy Davis - I don't have the number in front of me but overall net revenue increase by 56% for a total of \$337,271.08.

Q: Bob McCrea – At the November 23rd meeting, I asked, "quote", on the discussion of PlanCultus, where you talked about the parking lot of Cultus Lake Marina Rentals, was it determined if it was going to be left as public/commercial? Your answer was, Chair Renwick, "it is the same provision as the 1997 Park Plan." The 1997 Park Plan stated that it was commercial and it has come back tonight stating that it is public except the area around the buildings. I don't think that is a big problem but my question is, is a legal question. Can you secure a number of parking stalls in a public lot for a commercial tenant?

A: Chair Renwick – We can refer that question to a lawyer as I cannot give any legal advice.

A: Commissioner Lamb – I think in 1997 it was designated as commercial and I think that with the consistency and the approach that we took in the last revision, was that all of the other parking lots were designated public and within those lots we do have commercial use for example the Adventure Park in lot B and we wanted to maintain the consistency. As far as a legal opinion, we probably need to refer that to a lawyer.

Q: Dave Clyne - 2 Lakeshore Drive –My questions is regarding trees, has the Park Arborist looked at the Cottonwood trees near the fisheries shed? There is quite a forest developing there. When the creek was diverted it was the Parks responsibility to maintain. A few years ago, previous staff met and looked at the trees and they are the only trees in Provincial Park that were removed because of danger. They are located near #1 and #2 Lakeshore Drive and the area in front of the bio filter. The area was a creek diversion, when they build the other foot bridge and moved it upstream they blocked the stream in that area but nothing was ever done since. I understand that files have been lost but my memory was that Fisheries had a certain amount of money that was allotted and the Park Board had a certain amount that they were supposed to be looking after but it hasn't been looked after and new Cottonwoods are growing.

A: Troy Davis, Manager of Community Services – I'd like to talk to you about this, could I contact you by email.

Q: Steve Marks – 50 Sunnyside Blvd. Cultus Lake Marina – A question in regards to the adopted Park Plan. On pg. 89, map 2, in terms of "existing land use", our docks are identified as commercial and on the previous pages, Schedule 1 on pg. 86 says the dock now appears to be identified as foreshore. Pg. 89 is status quo and pg. 86 is the future. I am just wondering what the change is and would like clarification from the Park Board on why these changes were made and what it means in terms of what the outlook is.

A: Chair Renwick – Pg. 89 was the old foreshore which was the 30 meters and the new extends the foreshore.

Q: Steve Marks – Could this not be identified as commercial foreshore for clarification purposes? We have a license for our business, for the foreshore for commercial purposes. It doesn't seem to be identified in the new plan, only identified as foreshore.

A: Bonny Bryant – To clarify, we do have two Foreshore Agreements. One for the larger portion and one for commercial foreshore, an agreement with the Province of British Columbia.

Q: Steve Marks – I am just wondering why it wasn't identified as commercial foreshore lot as it is our lot that we operate our business from.

A: Chair Renwick – I don't think anything has changed. You have your license and you have your business.

Q: Steve Marks – I was asking for clarification as it is classified as foreshore and in our opinion it is commercial foreshore and just wondering what happened when identifying it.

A: Chair Renwick - It hasn't been mentioned until just now.

(13) **ADJOURNMENT**

3746-17 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

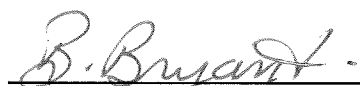
THAT the Regular Meeting of the Cultus Lake Park Board held January 18, 2017 be adjourned at 9:00 pm.

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 18, 2017.



Chair



Director of Park Operations/CAO
Corporate Officer