



## CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, FEBRUARY 21, 2018  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 Columbia Valley Highway, Cultus Lake, BC

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

**Staff** Chief Administrative Officer – B. Bryant  
Manager of Park Operations – D. Driediger  
Manager of Visitor Services, Accommodations and Bylaw Enforcement – M. Shattock  
Deputy Corporate Officer – K. Ridley

**Regrets** Commissioner L. Payeur  
Commissioner D. Renwick  
Manager of Finance – E. Lee

(1) **CALL TO ORDER**

The Chair called the meeting to order at 4:38 pm.

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

4197-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***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  
Section 90(1) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;  
Section 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

(3) **RECONVENE**

The meeting reconvened at 7:03 pm.

(4) **APPROVAL OF AGENDA**

4198-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

*THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of February 21, 2018; and*

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

**CARRIED**

(5) **ADOPTION OF BOARD MINUTES**

(a) **January 17, 2018 Cultus Lake Park Board Regular Meeting**

4199-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held on January 17, 2018.*

**CARRIED**

(6) **ADOPTION OF COMMITTEE AND COMMISSION MINUTES**

(a) **December 12, 2017 Operational and Financial Core Review Committee**

4200-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the minutes of the Operational and Financial Core Review Committee held on December 12, 2017.*

**CARRIED**

(7) **FINANCE**

(a) **2017 Financial Fourth Quarter Report**

- Report dated February 21, 2018 from Erica Lee, Manager of Finance

4201-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the Financial Fourth Quarter report for information.*

**CARRIED**

(8) **CORRESPONDENCE**

(a) **Fraser Valley Aboriginal Children & Family Services Society**

- Letter dated January 9, 2018 from Natalie Brandon, Events Coordinator requesting the gazebo rental fee and parking fees be waived for day camp on Thursday, July 26, 2018 for up to twenty-five youth and ten support staff

4202-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board authorize the waiving of the fee for the gazebo rental and parking fees for the day camp on Thursday, July 26, 2018 for up to 25 youth and 10 support staff.*

**CARRIED**

(b) **Cultus Lake O.A.P. #164**

- Letter dated January 22, 2018 from Edie Hilton, Secretary, Branch #164 – Cultus Lakers regarding a public telephone in Community Hall

The Cultus Lake Park Board received the letter from Edie Hilton, Secretary, Branch #164 – Cultus Lakers for information and it was noted that a public telephone has been installed in the Community Hall.

(c) **Canadian Cancer Society**

- Letter dated January 23, 2018 from Kelsi Sutton, Annual Giving Coordinator regarding permission to canvas in the community

4203-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board give the Canadian Cancer Society permission to canvas in Cultus Lake Park.*

**CARRIED**

(d) **LMH Holdings Ltd and Freedom Construction**

- Letter dated January 27, 2018 from Brad Geary and Josh Hall regarding development of 35 lot subdivision at 45900 Sleepy Hollow Road

The Cultus Lake Park Board received the letter dated January 27, 2018 from Brad Geary and Josh Hall regarding development of 35 lot subdivision at 45900 Sleepy Hollow Road for information.

(9) **BYLAWS**

(a) **Cultus Lake Park 2018 – 2022 Financial Plan Bylaw 1098, Amendment Bylaw No. 1114, 2018**

- Report dated February 21, 2018 from Erica Lee, Manager of Finance regarding amending the 2018-2022 Financial Plan
- Cultus Lake Park 2018 – 2023 Financial Plan Bylaw No. 1098, Amendment Bylaw No. 1114, 2018

4204-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board give First, Second and Third readings to Cultus Lake Park 2018 - 2022 Financial Plan Bylaw 1098, Amendment Bylaw No. 1114, 2018.*

**CARRIED**

(b) **Election and Assent Voting Bylaw No. 1115, 2018 and Mail Ballot Authorization and Procedure Bylaw No. 1116, 2018**

- Report dated February 21, 2018 from Kelly Ridley, Deputy Corporate Officer regarding changes to the Election Bylaw
- *Election and Assent Voting Bylaw No. 1115, 2018*
- *Mail Ballot Authorization and Procedure Bylaw No. 1116, 2018*

4205-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board give First, Second and Third readings to Election and Assent Voting Bylaw No. 1115, 2018.*

4206-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

*THAT the Cultus Lake Park Board give First, Second and Third readings to Mail Ballot Authorization and Procedure Bylaw No. 1116, 2018.*

**CARRIED**

(c) **Draft Cabins at Cultus Lake Park Bylaw 1117, 2018**

- Report dated February 21, 2018 from Meghan Shattock, Manager of Visitor Services, Accommodations and Bylaw Enforcement
- Draft Cabins at Cultus Lake Park Bylaw 1117, 2018

4207-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board give First, Second and Third readings to the Cabins at Cultus Lake Park Bylaw 1117, 2018*

**CARRIED**

(10) **STAFF REPORTS**

(a) **Development Variance Permit – 210A Lakeshore Drive**

- Report dated February 21, 2018 from David Bennett, Planner II, FVRD

4208-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

***THAT** the Cultus Lake Park Board consider the following options with respect to the proposed Development Variance Permit for 210A Lakeshore Drive regarding the following:*

- *the maximum height of a single family dwelling; and*
- *the enclosure of balconies by a roof above.*

***THAT** the Cultus Lake Park Board authorize the issuance of Development Variance Permit 733-07000.320 for 210A Lakeshore Drive by approving the increase of height of the proposed single family dwelling to 28 feet, and approving the enclosure of balconies by a roof above, as shown on the attached design drawings subject to consideration of any comments raised as a result of neighbourhood consultation.*

**CARRIED**

(b) **Development Variance Permit – 321 Spruce Street**

- Report dated February 21, 2017 from Katelyn Hipwell, Planner I, FVRD

4209-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board consider the following options with respect to the proposed Development Variance Permit for 321 Spruce Street regarding the following:*

- *maximum height of a single family dwelling; and*
- *enclosure of balconies by a roof above.*

***THAT** the Cultus Lake Park Board authorize the issuance of Development Variance Permit 733-07001.321 for 321 Spruce Street by approving the increase of height of the proposed single family dwelling to 28 feet, and approving the enclosure of balconies by a roof above, as shown on the attached design drawings subject to consideration of any comments raised as a result of neighbourhood consultation.*

**CARRIED**

(c) **Award of Contract – Valley Waste and Recycling Incorporated**

- Report dated February 21, 2018 from Dave Driediger, Manager of Park Operations

The Manager of Park Operations advised the Board that there were some errors in the report. He noted that only the organics will be collected in the standardized totes this year and that solid waste and recycling will be collected in the containers that were used in previous years. The cost of the service is \$144,000 with the 2018 waste collection budget being \$170,180. An additional \$48,000 was budgeted for organic totes.

4210-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

*THAT the Cultus Lake Park Board direct staff to enter into a five year service agreement with Valley Waste and Recycling Incorporated for solid waste, recycling and organics collection and disposal services as laid out in Valley Waste and Recycling Incorporated's proposal dated January 2, 2018.*

**CARRIED**

(d) **2017 Strategic Priorities Fourth Quarter Report**

- Report dated February 21, 2018 from Bonny Bryant, Chief Administrative Officer

4211-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the Strategic Priorities Fourth Quarter report for information.*

**CARRIED**

(e) **2017 Public Works Fourth Quarter Report**

- Report dated February 21, 2018 from Dave Driediger, Manager of Park Operations

4212-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the 2017 Public Works Fourth Quarter report for information.*

**CARRIED**

(f) **2017 Lions Parking Fourth Quarter Report**

- Report dated February 21, 2018 from Dave Driediger, Manager of Park Operations

4213-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

*THAT the Cultus Lake Park Board receive the 2017 Lions Parking Fourth Quarter report for information.*

**CARRIED**

(g) **2017 Campgrounds and Cabins Fourth Quarter Report**

- Report dated February 21, 2018 from Meghan Shattock, Manager of Visitor Services, Accommodations and Bylaw Enforcement

4214-18 Moved by: Commissioner Bauer Seconded by: Commissioner Turcasso

*THAT the Cultus Lake Park Board receive the 2017 Campground and Cabins Fourth Quarter report for information.*

**CARRIED**

(h) **2017 Bylaw Enforcement Fourth Quarter Report**

- Report dated February 21, 2018 from Meghan Shattock, Manager of Visitor Services, Accommodations and Bylaw Enforcement

4215-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the 2017 Bylaw Enforcement Fourth Quarter report for information.*

**CARRIED**

(i) **2017 Fire Department Fourth Quarter Report**

- Report dated February 21, 2018 from Warren Mazuren, Fire Chief

4216-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the 2017 Fire Department Fourth Quarter report for information.*

**CARRIED**

(j) **2017 Lease Assignments Fourth Quarter Report**

- Report dated February 21, 2018 from Rachel Litchfield, Lease Administration

4217-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board receive the 2017 Lease Assignments Fourth Quarter report for information.*

**CARRIED**

(k) **Special Event Application – Western Canoeing & Kayaking Paddle Expo 2018**

- Report dated February 21, 2018 from Katrina Craig, Secretary/Receptionist

4218-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the request from the Western Canoeing and Kayaking 2<sup>nd</sup> Annual Paddle Expo to have Lakeside Beach Club provide burgers and wraps for sale to event participants.*

**CARRIED**

4219-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the request from the Western Canoeing and Kayaking 2<sup>nd</sup> Annual Paddle Expo to use a megaphone to announce when and where events are happening and a sound system to be used to play background music, between 10:00 am and 3:00 pm; and*

**CARRIED**

4220-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the request from the Western Canoeing and Kayaking 2<sup>nd</sup> Annual Paddle Expo to use propane fire pits on Main Beach.*

**CARRIED**

(11) **REPORTS BY COMMISSIONERS**

(a) **Chair Lamb**

Chair Lamb noted that the Fraser Valley Regional District has extended the timeline for acceptance of petitions from residents on Mountain View Road and Park Drive until March 1, 2018 due to some residents being out of town and some forms being filled out incorrectly. He encouraged residents on this street to return their petitions if they wished to be part of the sewer system.

He further noted that the Cultus Lake Park Board Agenda no longer contains a heading for the Community Association as they are no longer operational but would be added back in once they are functioning.

(12) **PUBLIC QUESTION PERIOD**

Q: Rick Williamson asked for clarification on the new garbage contract and if pick up will be done every two weeks now instead of weekly and if pickup falls on a stat will it still be picked up on that day?



- A: The Manager of Operations confirmed that waste pickup would be done every two weeks with organics being picked up weekly. He noted that if pickup happened on a statutory holiday, then pickup will take place on the next working day. Chair Lamb asked staff to put details of the new service on the website. The Manager of Park Operations noted that the information will be put on the website plus there will be a public information meeting on the new service taking place in March at the Community Hall.
- Q: Bob McCrae asked if the petition being circulated was only going to residents on Mountain View Road and Park Drive.
- A: Chair Lamb responded that it was only circulated to residents in that area as the petition is seeking approval from the residents to cover the cost for new sewer infrastructure that would be charged only to those residents. The operational costs for the system would be covered evenly to all residents.
- Q: Rick Williamson asked about the Election Bylaws for Chilliwack and if they are similar to Cultus Lake's election bylaws.
- A: The Deputy Corporate Officer responded that she would expect the bylaws to be similar as they follow the regulations of the *Local Government Act*. Chair Lamb requested staff to get copies of the City of Chilliwack's Election Bylaws.
- Q: Ken Dosen expressed concern about what happens if the sewer petition for Mountain View Road and Park Drive doesn't go through.
- A: Chair Lamb stated that since the FVRD is in the middle of the process, let us wait to see what the results will be.
- Q: Lorna Griffith expressed her appreciation for the installation of the phone at the Community Hall and the placement of no parking signs around the Church. She noted her concern with the 911 system. She stated that 911 had been called when someone was hurt at the Church and they were not going to send anyone out as they did not recognize the Church address.
- A: Chair Lamb encouraged her to call the Fraser Valley Regional District with her concerns.

(13)

## **ADJOURNMENT**

4221-18 Moved by: Commissioner Turcasso Seconded by: Commissioner Bauer

***THAT** the Regular Meeting of the Cultus Lake Park Board held on February 21, 2018 be adjourned at 8:07 pm.*

## **CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held February 21, 2018.

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Joe Lamb  
Chair

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Bonny Bryant  
Chief Administrative Officer  
Corporate Officer