



## THE CULTUS LAKE PARK BOARD

### Minutes of the Regular Park Board Meeting February 22, 2012

A Regular Meeting of the Park Board of Cultus Lake was held in the Boardroom on February 22, 2012.

**Present** Commissioner C. Hall  
Commissioner B. McCrea  
Commissioner S. Peter  
Commissioner M. Shanks  
Commissioner O. Skonberg  
Commissioner C. Toews

**Absent** Commissioner L. Payeur

**Staff** Chief Administrative Officer / Corporate Officer – R. Campbell  
Executive Assistant / Corporate Clerk – M. Shattock-Lütz  
Manager of Community Services – D. Stelmack

Chair McCrea called the meeting to order at 6:13 pm.

#### **ADJOURN TO CLOSED**

**2533-12  
Adjourn to Closed**

Moved by Commissioner Hall / Seconded by Commissioner Skonberg

THAT the meeting be closed to the Public, except for the Chief Administrative Officer and the Executive Assistant, to consider matters pursuant to Sections 90(1)(e), and (g) of the **Community Charter**;

AND THAT the February 22, 2012 Regular Meeting of the Cultus Lake Park Board is adjourned.

#### CARRIED

The meeting adjourned to Closed at 6:13 pm.

#### **RECONVENE**

The February 22, 2012 Cultus Lake Park Board Regular Meeting reconvened at 7:03 pm.

#### **ADDITION OF LATE ITEMS**

The following change was made to the agenda:

- Addition of Chair McCrea's proposed changes to the Respectful Workplace Policy

**ADOPTION OF AGENDA**

2534-12  
Agenda

Moved by Commissioner Peter / Seconded by Commissioner Toews

THAT the agenda for the Regular Meeting of the Cultus Lake Park Board of February 22, 2012 be adopted as amended.

CARRIED

**DELEGATIONS**

Mark and Brenda  
Tole 344 Balsam St  
Transfer  
2535-12

Mark and Brenda Tole of 344 Balsam Street were not present for the delegation presentation.

Moved by Commissioner Skonberg / Seconded by Commissioner Peter

THAT the correspondence dated November 23, 2011; February 3, 2012; and February 9, 2012 from Mark and Brenda Tole regarding the transfer of 344 Balsam Street, Cultus Lake, be received.

CARRIED

**ADOPTION OF MINUTES**

2536-12  
Minutes

Moved by Commissioner Skonberg / Seconded by Commissioner Peter

THAT the minutes of the Regular Meeting of the Cultus Lake Park Board held February 8, 2012 be amended with motion 2528-12 Construction Surveys & Occupancy Permits be changed to DEFEATED with Chair McCrea and Commissioners Shanks and Toews in favour.

CARRIED

**BUSINESS ARISING FROM BOARD MINUTES**

2537-12  
Sudden Impact  
Paddling Club  
Location  
/Cultus Lake Sailing  
Club

Moved by Commissioner Skonberg / Seconded by Commissioner Shanks

THAT staff send a letter to Richard Fortin requesting he meet with other boating organizations and interested parties at Cultus Lake and come back to the Board at a later date with a comprehensive storage plan.

CARRIED

**DECLASSIFICATION**

THAT the Cultus Lake Park Board accept the Memorandum of Agreement and Servicing Agreement subject to the addition of the sewage meter being on the property boundary of Cultus Lake Park and Fraser Valley Regional District Electoral Area E, and subject to the commitment of Fraser Valley Regional District to a five year plan in place for the capability to hook all residences on Mountainview Road, Park Drive and Sunnyside Campground, and that subject to the severity of clause 10 be reduced to be more sensitive.

**DECLASSIFICATION (continued)**

“THAT potential store manager(s) be provided the option to locate the store either in the existing store location (1010 ft.<sup>2</sup>) or in the adjacent recreation hall (1200 ft.<sup>2</sup>) at the lease rates as outlined and attached to the Manager of Campgrounds and Visitor Services report dated February 1, 2012.”

**FINANCE**

**2538-12**  
**Year End Financial**  
**Statements**

Moved by Chair McCrea / Seconded by Commissioner Shanks

THAT staff provides the Board with the financial statements that are prepared by the finance department for the auditors to show the results of the Park operations for the year in comparison to the amount budgeted in the financial plan.

DEFEATED

IN FAVOR: Chair McCrea  
Commissioner Shanks

**2539-12**  
**Year End Financial**  
**Statements**

Moved by Commissioner Peter / Seconded by Commissioner Skonberg

THAT the request for the financial statements that are prepared by the finance department for the Auditors to show the results of the Park operations for the year in comparison to the amounts budgeted in the financial plan be referred to staff.

CARRIED

OPPOSED: Chair McCrea  
Commissioner Shanks

**BYLAWS**

**2540-12**  
**Bylaw 1005**  
**Adoption**

Moved by Commissioner Skonberg / Seconded by Commissioner Peter

THAT Bylaw No. 1005 cited as “Cultus Lake Park – Sunnyside Campground Bylaw No. 2011-04, Amendment Bylaw No. 1, 2012” be adopted.

CARRIED

OPPOSED: Chair McCrea

**2541-12**  
**Bylaw 1009**  
**Adoption**

Moved by Commissioner Skonberg / Seconded by Commissioner Peter

THAT Bylaw No. 1009 cited as “Cultus Lake Park – Vedder River Campground Bylaw No. 2009-05, Amendment Bylaw No. 1, 2012” be adopted.

CARRIED

OPPOSED: Chair McCrea  
Commissioner Shanks

**2542-12**  
**Bylaw 1010**  
**Rescind 3rd**

Moved by Commissioner Skonberg / Seconded by Commissioner Shanks

THAT third reading of Bylaw No. 1010 cited as “Cultus Lake Park – Fees, Fines and Charges Bylaw No. 1001, Amendment Bylaw No. 1, 2012” be rescinded.

CARRIED

2543-12  
Bylaw 1010  
3<sup>rd</sup> Reading as  
Amended

Moved by Commissioner Shanks / Seconded by Commissioner Skonberg

THAT Bylaw No. 1010 cited as “Cultus Lake Park – Fees, Fines and Charges Bylaw No. 1001, Amendment Bylaw No. 1, 2012” be read a third time as amended.

CARRIED

**NEW BUSINESS**

2544-12  
Chilliwack Dogwood  
Monarch Lions Club

Moved by Commissioner Skonberg / Seconded by Commissioner Shanks

THAT two nights camping in low season at Sunnyside Campground and a selection of Cultus Lake Park souvenirs be donated to the Chilliwack Dogwood Monarch Lions Club for their 12<sup>th</sup> Annual Putting Tournament at Tap-Ins Putting Course.

CARRIED

2545-12  
Future Plan Advisory  
Committee Terms of  
Reference

Moved by Commissioner Hall / Seconded by Commissioner Toews

THAT the Future Plan Advisory Committee Terms of Reference be approved as amended;

THAT the Design Panel Review Committee Terms of Reference be approved as amended;

THAT the Bylaw and Policy Review Committee Terms of Reference be approved as amended.

CARRIED

2546-12  
Cultus Lake Citizens  
On Patrol Hall Rental

Moved by Commissioner Peter / Seconded by Commissioner Skonberg

THAT the fee for renting the Community Hall by the Citizens on Patrol on May 5, 2012 for their first meeting of the year, and on September 5, 2012 for their annual year end dinner, be waived.

CARRIED

2547-12  
Respectful  
Workplace Policy

Moved by Commissioner Peter / Seconded by Commissioner Toews

THAT the Cultus Lake Park Respectful Workplace Policy be adopted.

CARRIED

OPPOSED: Chair McCrea  
Commissioner Shanks

2548-12  
Respectful  
Workplace Policy

Moved by Commissioner Shanks / Seconded by Commissioner McCrea

THAT staff reviews the proposed changes to the Respectful Workplace Policy as submitted by Chair McCrea.

DEFEATED

IN FAVOUR: Chair McCrea  
Commissioner Shanks

**2549-12**  
**Respectful**  
**Workplace Policy**

Moved by Commissioner Shanks / Seconded by Commissioner McCrea

THAT staff reviews the proposed changes to the Respectful Workplace Policy as submitted by Chair McCrea

AND THAT the reworded Respectful Workplace Policy, after consideration by staff, be referred to the Standing Committee on Bylaw and Policy Review.

DEFEATED

IN FAVOUR: Chair McCrea  
Commissioner Shanks

**2550-12**  
**Respectful**  
**Workplace Policy**

Moved by Commissioner Skonberg / Seconded by Commissioner Peter

THAT staff drafts a Cultus Lake Park Customer Service Policy when resources permit.

CARRIED**CULTUS LAKE COMMUNITY ASSOCIATION**

Marge Wilson commented that the Cultus Lake Community Association will be donating \$250 to the Cultus Lake Park Volunteer Fire Department for the purchase of life-saving jaws. The Community Association is encouraging all food vendors at the Market in the Park, as well as some executive members of the association, to take the Market Safe program which is much like the Food Safe program. There is some remaining newsletter advertising space available for the next edition, so if there are any interested parties they are welcome to contact anyone on the Association's Executive. Commissioner Skonberg suggested the Market Safe training program be offered in the Park to be convenient to the vendors. Chair McCrea inquired as to the amount the Fire Department requires for the purchase of the life-saving jaws. Lewis Kirkness estimated the amount to be about \$3,500.

**PUBLIC QUESTION PERIOD**

G. Lister, 301 Hemlock Street – Commented that there is confusion in the Respectful Workplace policy and provided suggestions as to how the policy could perhaps be amended. G. Lister also suggested a community complaints policy as an avenue for dealing with complaints from the public or community. G.Lister suggested amendments to the Future Plan Advisory Committee Terms of Reference.

R. Williamson, 145 First Avenue – Commented that a specific plan or policy should be in place for taking complaints (harassment, etc) and suggested that the policy as written is perhaps too broad. R. Williamson inquired whether the Respectful Workplace Policy would be posted on the website.

M. Wilson, 180 1<sup>st</sup> Avenue – Commented that the amended Terms of Reference for the Future Plan Advisory Committee (specifically the reduction from ten to five members of the community) may result in a significant loss of

valuable history and resources. M. Wilson inquired whether the Board would consider revising this. Chair McCrea advised that sub-committees could be struck. M. Wilson commented that the members not originally chosen for committee membership may not know of the opportunity to sit on sub-committees, and that there may be some hard feelings by those not chosen to sit on the committee. Chair McCrea stated that this is based on the policy, not personalities.

T. Woodrow, 45425 Vedder Mountain Road – Inquired if the opposed Commissioners to the request for financial information earlier at the meeting in fact do not want to have this information, and why they do not want to have their Chair receive that information. Commissioner Peter stated that the motion was not in opposition, but rather a referral to staff. Commissioners Hall, Skonberg, and Toews stated that the referral to staff will allow staff to develop the information in a timely manner; and that the Board would still like to receive the information at a later date.

G. Lister, 301 Hemlock Street – Commented that the Board has never formally thanked him (although the Chair had) for his volunteer service as a committee member; and that a meal once a year may show appreciation.

T. Woodrow, 45425 Vedder Mountain Road - Inquired as to whether the Special Meeting notice for March 1, 2012 would be posted on the website in the near future, and whether notices would be sent out soon. R. Campbell inquired as to whether T. Woodrow had received a rescinding letter, to which T. Woodrow stated he had not. R. Campbell stated he should within the next week, and that the variance request would be considered on March 14, 2012.

M. Wilson, 180 1<sup>st</sup> Avenue – Inquired as to how the deadline date for Committee applications will be advertised. R. Campbell stated the information will be placed on the website and the mailboxes in the community.

### **ADJOURN TO CLOSED**

2551-12  
Adjournment

Moved by Commissioner Shanks / Seconded by Commissioner Hall

THAT the February 22, 2012 Cultus Lake Park Board Regular Meeting be adjourned at 8:36 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 on February 22, 2012.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer