



CULTUS LAKE PARK BOARD MINUTES

WEDNESDAY, JULY 9, 2014
PARK OFFICE BOARDROOM
Regular Meeting

Present

Commissioner S. Peter – Chair
Commissioner Toews – Vice Chair
Commissioner C. Hall
Commissioner L. Payeur
Commissioner R. McCrea
Commissioner M. Shanks
Commissioner O. Skonberg

Staff

Chief Administrative Officer | Corporate Officer – R. Campbell
Manager of Financial Services | Chief Financial Officer – M. Phelan
Building Inspector | Bylaw Enforcement Officer – J. Miller
Deputy Manager of Community Services | Director of Business Units – M. Shattock-Lütz
Executive Assistant | Corporate Clerk – C. Woodward

CALL TO ORDER

Chair Peter called the meeting to order at 5:35 pm.

RESOLUTION TO PROCEED IN CAMERA

3316-14 Closed

MOVED by Commissioner Toews / Seconded by Commissioner Skonberg

THAT the meeting be closed to the public, except for the Chief Administrative Officer and Corporate Clerk, to consider matters pursuant to Sections:

90(1)(c) labour relations or other employee relations;

90(1)(d) the security of the property of the municipality;

90(1)(e) the acquisition, disposition, or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

*of the **Community Charter**.*

CARRIED

Called to order 7:07 pm

APPROVAL OF AGENDA

3317-14 Agenda

MOVED by Commissioner Skonberg / Seconded by Commissioner Toews

THAT the Agenda for the Regular Meeting of the Cultus Lake Park Board for July 9, 2014 be approved with the addition of;

- 6c) Insurance claim
- 6d) Foreshore lease

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

CARRIED

DELEGATION (commenced at 7:25 pm after Finance)

3318-14
FVRD Electoral
Areas

MOVED by Commissioner Shanks / Seconded by Commissioner Toews

THAT a public meeting to discuss potential FVRD electoral area boundaries be held at a date to be determined around July 30, and that notice be given to the public accordingly.

CARRIED

ADOPTION OF MINUTES

3319-14
06.11.14 CLPB
Minutes

MOVED by Commissioner McCrea / Seconded by Commissioner Payeur

THAT the minutes of the Regular meeting of the Cultus Lake Park Board held on June 11, 2014 be adopted.

CARRIED

DECLASSIFICATION

2013 Audit

Chair Peter reported that the 2013 auditors' management letter had been declassified from confidential to non-confidential.

Universal Accessibility Committee

Chair Peter reported the newly formed Universal Accessibility Committee structure:
Commissioner Carlton Toews (Committee Chair)
Commissioner Sacha Peter (Committee Vice-Chair)
Brenda Gillette (or designate) - Chilliwack Society for Community Living
Jana Cranch (or designate) - Fraser Health Authority
Lillian Newhouse - Community Member
Vacant – Community Member
Vacant – Community Member

Addition

Insurance Claim Results

Chair Peter reported that Manager of Financial Service Phelan's report memorandum regarding the insurance claim for losses due to former CFO Saidi was declassified.

Addition

Foreshore Head Lease

The foreshore head lease between the Ministry of Forests, Lands and Natural Resource Operations and the Board was approved and declassified.

BUSINESS ARISING FROM BOARD MINUTES

**3320-14
Deputy Election
Officer**

MOVED by Commissioner Hall / Seconded by Commissioner Skonberg

THAT Deputy Manager of Community Services/Direct of Business Units Shattock-Liütz be appointed as Deputy Chief Election Officer, for the purpose of conducting the 2014 Local Election at Cultus Lake Park; AND THAT CAO Campbell's appointment as Deputy Chief Election Officer be rescinded.

CARRIED

COMMITTEE MINUTES

- 06.03.14 Future Plan Advisory Committee

FINANCE

- Statement of Financial Information (SOFI Reports)

A recess was called at 7:20 pm for the arrival of delegate MLA Throness.

DELEGATION

At 7:25 pm, Chair Peter introduced Member of the Legislative Assembly Laurie Throness, provided some background information and thanked him for his attendance.

MLA Throness discussed proposed changes to the FVRD electoral area E boundaries. He invited the public to contact him via email laurie.throness.mla@leg.bc.ca or make an appointment to see him, or call (604) 858-5299 to the Sardis office.

The regular order of business recommenced at 7:48 pm

CORRESPONDENCE

**3321-14
Lakeshore Dr**

MOVED by Commissioner Shanks / Seconded by Commissioner McCrea

THAT the adjustment of Lakeshore Drive be deferred, until a survey is obtained or, if staff has maps or information, can provide more detail.

CARRIED

Opposed: Commissioner Hall
 Commissioner Toews
 Chair Peter

BYLAWS

Development Variance Permit 2014-05 for LR260

Chair Peter introduced the application for DVP 2014-05. He asked Building Inspector Miller about notification and comments.

Per LGA S 922 Notice to 18 properties, the Park received 7 from people in the notice area in support, and 17 other signatures in favour of the application. Two in the affected area were opposed to height variations over 3 feet.

Applicant D. Booth stated that he felt he had made concessions for a better looking and less bulky house and in doing that he required the variance as requested. His roof is pitched and

not flat, and the gable ends are 4' over allowance. He felt it didn't set a precedent and asked that it be taken on its own merit. As far as the depth, setbacks allow for box outs and his is very slightly over the allowance.

Question about the slope of the driveway was answered, that the garage would be used for a small vehicle. The view from Fir St would not be blocked by the gable ends.

The Chair called three times for public input; there were no comments from the public and the Chair declared the input session closed.

3322-14
DVP 2014-05
LR260

MOVED by Commissioner Payeur / Seconded by Commissioner Hall

THAT the application for DVP 2014-05 to vary clause 7.2(6)(a) of the Specified Area Bylaw 1994 to increase the maximum allowable building height from 7.62m (25') by 16% to 8.87m (29'1") for a proposed single family dwelling be approved.

CARRIED

Opposed: Commissioner McCrea
Commissioner Toews

3323-14
DVP 2014-05
LR260

MOVED by Commissioner Payeur / Seconded by Commissioner Shanks

THAT the application for DVP 2014-05 to decrease the minimum front yard setback distance from 3.05m (10') to 2.74m (9') for a cantilevered projection measuring 2.18m (7'2") in width be approved.

CARRIED

3324-14
Bylaw 2014-02
Local Election
Adoption

MOVED by Commissioner Toews / Seconded by Commissioner Shanks

THAT Bylaw 2014-02, cited as "General Local Government Election Bylaw No. 2014-02 be adopted.

CARRIED

Opposed: Commissioner McCrea

REPORTS BY STAFF

3325-14
Wharves
DEFEATED

MOVED by Commissioner McCrea / Seconded by Commissioner Payeur

THAT the staff drafts a bylaw requiring private dock owners to have liability insurance for anyone affected by use of the dock.

DEFEATED

In Favour: Commissioner McCrea
Commissioner Shanks

3326-14
Wharves

MOVED by Commissioner Skonberg / Seconded by Commissioner Hall

THAT, once the head lease for the Cultus Lake Park foreshore is finalized with the Ministry of Forests, Lands and Natural Resource Operations, upland leaseholders with adjacent wharves be offered the opportunity to enter into a license with the Cultus Lake Park Board for private wharf status; AND

THAT an annual license fee of \$250 be applied for each said license; AND

THAT should any such upland leaseholder not enter in to a private wharf license, they be required to provide Cultus Lake Park with notice to that effect, within 90 days of the offer; AND FURTHER

THAT staff will provide a report to the Board with options and recommendations regarding wharves adjacent to any upland leaseholder who did not enter in to a lease.

**3327-14
Amendment** Motion to Amend 3326-14:
MOVED by Commissioner Hall / Seconded by Commissioner Shanks

THAT clause #2 of the main motion be replaced with “an annual license fee, directly related to the administrative costs up to \$250, be applied for each said license”.

CARRIED

**3328-14
Amendment** Motion to Amend 3326-14:
MOVED by Commissioner McCrea / Seconded by Commissioner Shanks

THAT the water lot license be provided to the Board for approval

CARRIED

**3326-14
Wharves
AS AMENDED** *THAT, once the head lease for the Cultus Lake Park foreshore is finalized with the Ministry of Forests, Lands and Natural Resource Operations, upland leaseholders with adjacent wharves be offered the opportunity to enter into a license with the Cultus Lake Park Board for private wharf status; AND*

THAT an annual license fee, directly related to the administrative costs up to \$250, be applied for each said license; AND

THAT should any such upland leaseholder not enter in to a private wharf license, they be required to provide Cultus Lake Park with notice to that effect, within 90 days of the offer; AND

THAT staff will provide a report to the Board with options and recommendations regarding wharves adjacent to any upland leaseholder who did not enter in to a lease; AND FURTHER

THAT the water lot license be provided to the Board for approval.

CARRIED

Opposed: Commissioner Shanks

**3329-14
Bylaw Officers** MOVED by Commissioner Toews / Seconded by Commissioner Shanks

THAT Courtney Dowdall, Tanner Storoshenko, Manvir Thind, Maninder Aujla, Javdeep Gill and Gurpreet Sandhu be appointed as Bylaw Enforcement Officers for Cultus Lake Park.

CARRIED

**3330-14
Tree Removal
LR602** MOVED by Commissioner Toews / Seconded by Commissioner Payeur

THAT staff engage an arborist at the sole cost of the leaseholder to provide a report and

recommendations concerning the condition of the trees on the property at 602 Mountain View; AND FURTHER

THAT any trees identified as dangerous trees by the arborist be approved for removal in accordance with the conditions and requirements outlined in the Good Neighbor Bylaw.

CARRIED

**3331-14
Purchasing
Policy**

MOVED by Commissioner Skonberg / Seconded by Commissioner Toews

THAT the Purchasing, Consulting & Publically Tendered Contracts policy be adopted as amended.

CARRIED

**3332-14
Purchasing
Policy**

MOVED by Commissioner Shanks / Seconded by Commissioner McCrea

THAT the Purchasing, Consulting & Publically Tendered... policy be amended to add that contractors have WorkSafe BC and/or WBC coverage to perform Park projects or services.

CARRIED

**3333-14
4445 Parmenter
Rd Water**

MOVED by Commissioner McCrea / Seconded by Commissioner Skonberg

THAT the provision of water to 4445 Parmenter Road be approved in principle subject to the owner entering in to a water service agreement with Cultus Lake Park.

CARRIED

Opposed: Commissioner Shanks
Commissioner McCrea
Chair Peter

**3334-14
RCMP Docking**

MOVED by Commissioner Skonberg / Seconded by Commissioner Payeur

THAT the RCMP be authorized to dock the RCMP boat at wharf 20 in front of 16 Lakeshore Drive.

CARRIED

**3335-14
2014 UBCM**

MOVED by Commissioner Skonberg / Seconded by Commissioner Payeur

THAT Commissioner Hall be authorized to attend the 2014 UBCM conference in Whistler, BC.

CARRIED

**3336-14
EAF Grant**

MOVED by Commissioner Toews / Seconded by Commissioner Hall

THAT staff be authorized to apply for the Enabling Accessibility Funding in the event that eligibility criteria and the deadline for application can be met.

CARRIED

CULTUS LAKE COMMUNITY ASSOCIATION

President of the Association, Mark Tole, reported:

- Market in the Park is expecting 65 to 75 vendors
- Moving toward baked goods, local fare, locally handmade products
- AGM is Aug 24, focusing on the local general election
- Staff is invited to provide information about the local general election
- Cultus Lake View will contain articles on the upcoming election
- AGM will focus on election reports
- Notices on signboards by mailboxes
- All Candidates meeting planned in October, an opportunity to speak about their individual political platforms
- People are invited to put names forward for seats on the Association Executive

9:07 pm

PUBLIC QUESTION PERIOD

- L. Kirkness** RCMP boat moored in front of LR16W was out twice lately for about 4 to 6 hours, and the RCMP vehicle is parked in lot A. He confirmed that the RCMP have designated parking, and he provides personal security for their vehicle.
- B. Geary** Spoke about his request to have Lakeshore Drive adjusted and asked if the Board would listen to the leaseholders when making the decision.
A: Board will receive opinions of leaseholder and staff with appropriate technical information.
- R. Williamson** Q: How and when will the 2013 auditors' letter be available to the public?
A: It was declassified this evening, and is available to the public after the meeting.
- G. Lister** Q: The new election bylaw references the LGA. Why, when School Act is cited in Cultus Lake Act?
A: The School Act points to the LGA, that is the requirement.
- S Marks** Commented on the marina liability insurance with Cultus Lake Park named as additional insured. Asked if the Board was going to ask for private wharf status for his business.
A: The public forum was not the place to discuss the matter.
- J. Cousley** Q: Where would the Board get the money to do a study/adjust Lakeshore Drive?
A: One of the considerations in the upcoming deliberations would be cost.
- M. Cameron** Q: Will the Ministry issue a refund for those who made applications for private wharf status?
A: Application could be made to the Ministry for a refund.
- T. Woodrow** Q: Why was the 2013 auditors' management letter not made public right away? Asked about 2011 and 2012 letters.
A: The statement of financial information (SOFI) is a voluntary policy, enacted by the Board and not mandatory to provide it under the Financial Information Act. It is in the interest of transparency that it is offered publically.
- R. Williamson** Q: Why did the BCC Enterprises expense increase to \$190,000 in 2013?
A: That is the Kinetics contractor. Increase due to expansion of bylaw enforcement into Vedder River campground.
- G. Lister** Q: Questioned 4445 Parmenter Road request for water and potential increase in future

usage.

A: If a service agreement comes in to place it will be for a single residence only.

L. Griffiths

Q: How are the garbage pails coming along for Cultus Lake days?

A: Following dedication of the Main Beach walkway, 10 garbage cans can be painted.

R. Williamson

Q: Why does the new election bylaw prohibit election signs on Park property

A: It is past practice, and park property is connected with facilities, also the park does not want to be portrayed as having a preference for any given candidate.

T. Woodrow

Q: How much has the Main Beach pathway cost, and would that information be provided to the public?

A: The pathway cost a total of \$75,000: \$15,500 was funded through a grant by the Tire Stewardship program, \$15,000 by selling bricks, with more bricks to sell to bring the bottom line down.

ADJOURNMENT

**3337-14 Adjourn
Time: 9:34 pm**

MOVED by Commissioner Toews / Seconded by Commissioner Shanks

THAT the regular meeting of the Cultus Lake Park Board held July 9, 2014 be adjourned.

CARRIED

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Cultus Lake Park Board held July 9, 2014.

Chair

CAO