



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, NOVEMBER 25, 2015
PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

- Present** Commissioner D. Renwick – Chair
Commissioner J. Lamb – Vice-Chair
Commissioner L. Payeur
Commissioner R. Turcasso
- Regrets** Commissioner D. Bauer
- Staff** Director of Park Operations – B. Bryant
Manager of Community Services – I. Crane
Manager of Finance – M. Veenbaas
Deputy Mgr of Community Services & Director of Business Units – M. Shattock
Executive Assistant – K. Ridley
- (1) **CALL TO ORDER**
- The Chair called the meeting to order at 6:05 pm.
- (2) **RESOLUTION TO PROCEED IN CAMERA**
- 3568-15 Moved by: Commissioner Payeur Seconded by: Commissioner Turcasso
- THAT** the meeting be closed to the public, to consider matters pursuant to the following sections of the Community Charter:*
90(1)(c) labour relations or other employee relations;
90(1)(d) security of the property of the municipality;
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.
- CARRIED**
- (3) **RECONVENE**
- The meeting reconvened at 6:59 pm.

4(a) **APPROVAL OF AGENDA**

3569-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the Agenda for the Regular Meeting of the Cultus Lake Park Board for November 25, 2015 be amended by:

- 1. Adding under Section 14 (a) Exemption to Good Neighbour Bylaw – request to seek an exemption to the Good Neighbour Bylaw No. 1041, 2013, Section 8.0 - Management of Public Areas to allow for the Cultus Lake Christmas Celebration to place from December 1, 2015 to January 4, 2016 between the hours of 4:00 pm to 10:00 pm on Main Beach.*
- 2. That the draft minutes of the November 15, 2015 be removed and replaced with an amended copy; and*

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

CARRIED

5 **DELEGATIONS** *(no submission)*

6(a) **ADOPTION OF MINUTES**

November 12, 2015 Cultus Lake Park Board Meeting

3570-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT the amended minutes of the Regular meeting of the Cultus Lake Park Board held on November 12, 2015, 2015 be adopted as amended.

CARRIED

7 **DECLASSIFICATION** *(no submission)*

8 **BUSINESS ARISING FROM BOARD MINUTES** *(no submission)*

9 **COMMITTEE MINUTES** *(no submission)*

10 **BUSINESS ARISING FROM COMMITTEES** *(no submission)*

11 **FINANCE**

11(a) **Lions Parking October Financial Report**

- Report dated November 25, 2015 from Mike Veenbaas, Manager of Finance

The report from the Manager of Finance regarding Lions Parking October Financial Report was received for information.

12 **CORRESPONDENCE**

12(a) **Cultus Lake Events and Activities – Cultus Lake Christmas**

- Poster advertising Cultus Lake Christmas – December 4, 5 and 6, 2015 – Main Beach Gazebo

Commissioner Turcasso briefed the Board on the activities that the Cultus Lake Events and Activities Committee have organized for the month of December at Main Beach at the Gazebo. She reported that Santa Claus will be at the Beach from December 4 to 6, 2015 from 6:00 to 8:00 pm and that there is free parking from December 1, 2015 to January 4, 2016 from 4:00 to 8:00 pm.

13 **BYLAWS**

Public Information Meeting

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

Commissioner Renwick removed himself from the meeting citing that he had a conflict of interest on the Development Variance Permit application for 31 Lakeshore Drive as his son in law is the contactor for this project. Commissioner Renwick left the meeting at 7:13 pm.

Vice-Chair Lamb assumed the role of the Chair and read aloud the Guidelines for the Public Information Meeting.

13(a) **Development Variance Permit for 31 Lakeshore Drive**

- Report dated November 25, 2015 from Ian Crane, Manager of Community Services

The Manager of Community Services provide a brief description of the requested Variance.

A representative for the Applicant, Ryan Carpenter advised the Board of existing challenges on the property and the design plans in the report show what they are proposing for the site.

Public Input

Rick Williamson – questioned whether the procedure was followed for mailing out letters to neighbouring property owners.

Staff reported that letters were mailed out to addresses located within a 30 metre radius and staff had received one letter back that was in support of the application.

Commissioner Lamb read an email he had received from Bob McCrae – Lakeshore Drive expressing his support for the application.

The Vice-Chair called for public input a second and final time. No further public input was given.

3571-15 Moved by: Commissioner Payeur Seconded by: Commissioner Turcasso

THAT subject to public input for the Development Variance Permit Application for 31 Lakeshore Drive, the Board authorizes the issuance of a Development Variance Permit to facilitate the reconstruction of the single family dwelling located at 31 Lakeshore Drive.

CARRIED

Commissioner Renwick returned to the meeting at 7:24 pm and resumed the position of Chair.

Commissioner Payeur advised that the Applicants for the Development Variance Permit for 358 Pine Street were good friends and he felt there was a potential for a perceived conflict of interest and left the meeting at 7:34 pm.

13(b)

Development Variance Permit for 358 Pine Street

- Report dated November 25, 2015 from Ian Crane, Manager of Community Services

The Manager of Community Services provide a brief description of the requested Variance.

A representative for the Applicant, Jessie Rayner advised that the three variances that are being requested will bring a decorative home to the streetscape. The height variance is trying to integrate living space and livable head room. He noted that the lot is narrow and there would be no windows allowed down the side yard if they build to the required ceiling height. He further noted that the variance for the front deck overhang is for weather protection and for architectural interest.

The Board expressed concern about the overhang. The Board asked whether the overhang could be dealt with by using an awning instead of a protrusion and was advised that the design being requested was to keep a flow to the architectural design.

The Board asked what would be done if the variance was not approved and were advised that the roof line would be pulled back but that there was a concern with having two roofs lined up there would be an issue with them shedding water in one place.

Public Input

Terry Woodrow – spoke in support of the application.

The Chair called for public input a second and final time. No further public input was given.

Commissioner Turcasso asked for clarification on whether this kind of Development Variance had been approved in the past and was advised it was inconclusive.

3572-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT subject to public input for the Development Variance Permit Application for 358 Pine Street, the Board authorizes the issuance of a Development Variance Permit to facilitate the construction of the single family dwelling located at 358 Pine Street.

CARRIED

Commissioner Turcasso voted in opposition to the motion.

Commissioner Payeur returned to the meeting at 7:46 pm.

13(c) **Bylaw 1072, 2015 – Cultus Lake Park 2016 - 2020 Financial Plan Bylaw**

- Report dated November 25, 2015 from Mike Veenbaas, Manager of Finance including 2016-2020 Financial Planning Worksheet and Schedule of Capital Reserves.

3573-15 Moved by: Commissioner Lamb Seconded by: Commissioner Turcasso

THAT Bylaw 1072, 2015 – Cultus Lake Park 2016 - 2020 Financial Plan Bylaw, be given First Reading.

CARRIED

14 **NEW BUSINESS**

14(a) **Exemption to Good Neighbour Bylaw**

- Request to seek an exemption to the Good Neighbour Bylaw

3573-15 Moved by: Commissioner Turcasso Seconded by: Commissioner Lamb

THAT an exemption to the Good Neighbour Bylaw No. 1041, 2013, Section 8.0 - Management of Public Areas be approved for the Cultus Lake Christmas Celebration event taking place from December 1, 2015 to January 4, 2016 during the hours from 4:00 pm to 10:00 pm.

CARRIED

15 **REPORTS BY STAFF**

Bed and Breakfast Enquiry for 269 First Avenue

- Report dated November 25, 2015 from Ian Crane, Manager of Community Services

3574-15 Moved by: Commissioner Lamb Seconded by: Commissioner Payeur

THAT the Board receive the FVRD staff report dated November 9, 2015 for information and to consider the options noted below with respect to interpretation of "Specified Area Bylaw 1994"; and

THAT the Board table the decision with respect to the legality of the Home Based Business / Bed and Breakfast uses until the completion of the Plan Cultus process.

CARRIED

16 **REPORTS BY COMMISSIONERS**

Commissioner Lamb reported that at the Future Planning Advisory Committee meeting they had received the third draft of the plan. He noted that after some discussion and the need for one verbiage change, the Committee will vote on the plan and then it will be released to the public.

Commissioner Turcasso advised that she had met with staff to review the Terms of Reference for the Bylaw and Policy Review Committee and she will be starting up the Committee in 2016.

17 **CULTUS LAKE COMMUNITY ASSOCIATION**

No comments

18 **PUBLIC QUESTION PERIOD**

Terry Woodrow Q Heard at the beginning of the meeting that the minutes of the November 12, 2015 meeting were amended.

A Staff advised that minor amendments were made to the minutes and that a new amended version was available at the podium.

Rick Q What was the budget process?
Williamson

A Staff advised that the process started in the latter part of October 2015 with the updating of budget numbers. Staff met and reviewed all the information to come forward with a proposed 2016 Budget. Staff then met with the Board in an In-Camera meeting to discuss the budget prior to bringing it forward to an open meeting. It was discussed In-Camera as there are items related to contracts.

Terry Woodrow Q Are you aware that in the last 10 years, one man has taken away the sports field, hockey box and basketball court and market in the park location in the community? He asked the board if they had received a proposal to take away further public land.

A Staff are not aware of any proposal. Commissioner Turcasso advised that the Board are looking at the best utilization of the tennis court.


19 **ADJOURNMENT**
8:01 pm

3575-15 Moved by: Commissioner Payeur Seconded by: Commissioner Turcasso

***THAT** the Regular meeting of the Cultus Lake Park Board held Thursday, November 25, 2015 be adjourned at 8:01 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 November 25, 2015.


Chair


Director of Park Operations
Corporate Officer