



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**Winlaw Regional & Nature Park Commission
OPEN MEETING AGENDA**

7:00 p.m.

Wednesday, September 13, 2023

Held by remote meeting.

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=mcb3a11973290c3c2de2f58d6718a76eb>

Join by Phone:

1-844-426-4405 Canada Toll Free

Meeting Number (access code): 2773 202 6712

Meeting Password: VZgucxEM484

In-Person Location: This meeting will be held remotely.

COMMISSION/COMMITTEE MEMBERS

| | |
|--------------------------|-----------------------|
| Director Popoff | Electoral Area H |
| Director C. Ferguson | Village of Silverton |
| Director L. Casley | Village of New Denver |
| Director J. Lunn | Village of Slocan |
| Commissioner C. Lawrence | Area H |
| Commissioner L. Lawrence | Area H |
| Commissioner V. Carleton | Area H |
| Commissioner J. Chatten | Area H |
| Commissioner K. Ellis | Area H |
| Commissioner H. Sebelius | Area H |
| Commissioner A. Rochette | Area H |

STAFF

| | |
|----------------|--------------------------------------|
| Cary Gaynor | Regional Parks Manager |
| Jeff Phillips | Regional Parks Operations Supervisor |
| Pearl Anderson | Meeting Coordinator |

____ out of ____ voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

called the meeting to order at _____ p.m.

1. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

[Director/Member] [Last Name] nominated [Director/Member] [Last Name].

[Director/Member] [Last Name] nominated [Director/Member] [Last Name].

[Director/Member] [Last Name] nominated [Director/Member] [Last Name].

NOTE: An election takes place if there is more than one person nominated for Chair. Delete this note.

OPPORTUNITY FOR CANDIDATES TO ADDRESS THE [COMMISSION/COMMITTEE]

Two minutes per address.

VOTE BY SECRET BALLOT

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director]
distribute the ballots

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] ratifies the appointed [Director/Member] [Last Name] as Chair of the [Name of the Commission/Committee] for [Current Year].

DESTROY BALLOTS

Moved and Seconded,
And Resolved

That the ballots used in the election of the [Name of Commission/Committee] be destroyed.

Carried/Defeated/Referred

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

RECOMMENDATION

That the Agenda for the September 13, 2023 Winlaw Regional & Nature Park Commission meeting be adopted as circulated.

Carried/Defeated/Referred

4. RECEIPT OF MINUTES

The November 23, 2022 Winlaw Regional & Nature Park Commission minutes have been received.

5. STAFF REPORTS & UPDATES

6. PUBLIC TIME

The Chair will call for questions from the public at _____ a.m./p.m.

7. NEXT MEETING

The next Winlaw Regional and Nature Parks Commission meeting is scheduled for Wednesday, November 22, 2023 at 7:00 p.m.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

RECOMMENDATION

That the Winlaw Regional & Nature Park Commission meeting be adjourned at _____ p.m.

Carried/Defeated/Referred



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Winlaw Regional & Nature Park Commission OPEN MEETING MINUTES

7:00 p.m.

Wednesday, November 23, 2022

COMMISSION/COMMITTEE MEMBERS

| | |
|----------------------------------|------------------|
| Commissioner C. Lawrence (Chair) | Area H |
| Commissioner L. Lawrence | Area H |
| Commissioner V. Carleton | Area H |
| Commissioner J. Chatten | Area H |
| Commissioner K. Ellis | Area H |
| Director Popoff | Electoral Area H |

MEMBERS ABSENT

| | |
|--------------------------|-----------------------|
| Commissioner H. Sebelius | Area H |
| Commissioner A. Rochette | Area H |
| Director C. Ferguson | Village of Silverton |
| Director L. Casley | Village of New Denver |
| Director Lunn | Village of Slocan |

STAFF

| | |
|----------------|--------------------------------------|
| Jeff Phillips | Regional Parks Operations Supervisor |
| Cary Gaynor | Regional Parks Manager |
| Melanie Loutit | Meeting Coordinator |

 5 out of 7 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Lawrence called the meeting to order at 7:38 p.m. Due to technical difficulties the meeting start time was delayed.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

The agenda for the November 23, 2022 Winlaw Regional & Nature Park Commission meeting be adopted with the inclusion of item 6.3 and item 6.4 before circulation.

The Agenda for the November 23, 2022 Winlaw Regional & Nature Park Commission meeting, be adopted as circulated.

Carried

STAFF PRESENT: Commissioner Rochette joined the meeting at 7:41 p.m.

3. RECEIPT OF MINUTES

The March 29, 2022 Winlaw Regional & Nature Park Commission minutes, have been received.

4. STAFF REPORTS

4.1 BUDGET UPDATE – SERVICE S202 FINANCIAL UPDATE

Jeff Phillips, Regional Operations Supervisor provided a verbal report to the Commission regarding Budget Update.

- \$2000 increase in salary amount to bring seasonal staff back earlier.
- New task for staff to make and design signs using wind storm wood.
- Picnic tables refinished and able to finish more.
- Complete boardwalk repairs using dowels to fill in bullet holes.
- Staff member left and bat condo incomplete. Have materials to finish next year.
- Parking lot complete, toilets pumped, Dustin Fields contract tentative in 2022 expenditures.

5. NEW BUSINESS

6.1 PARK USE

Chair Lawrence provided a verbal report on the steady use of park once mosquitoes decreased:

- A counter beam set up by Jeff Phillips determined there was large use of the park in the Spring and Fall.
- The counter beam recorded as low as 20 people per day and as high as 200 people per day with July being the low season due to the high concentration of mosquitoes.

6.2 PARK MOWING

Chair Lawrence provided a verbal update on the excellent job done by Dustin Fields.

6.3 DRAFT 2023 BUDGET

Jeff Phillips, Regional Operations Supervisor provided verbal report to the Commission regarding the draft 2023 budget.

| Account | 2023 Budget | Index |
|-----------------------------|-------------|-------------------------|
| 51010 (Salaries) | \$2,000.00 | Finishing of Bat Condo |
| 51030 (Benefits) | \$400.00 | |
| 53040 (Advertising) | \$323.20 | Go and Do advertising |
| 54030 (Contracted Services) | \$3,500.00 | Grounds keeper contract |

| | | |
|-------------------------------|--------------------|--|
| 55010 (Repairs & Maintenance) | \$4,800.00 | Materials to finish Bat Condo, including crane truck for install |
| 55020 (Operating Supplies) | \$1,300.00 | Park Supplies |
| | \$12,323.20 | |

6.4 COMMISSION MEMBERSHIP

All Commission members accepted to continue for another two years.

Commissioner C. Lawrence
 Commissioner L. Lawrence
 Commissioner K. Ellis
 Commissioner A. Rochette

7. OLD BUSINESS

7.1 BAT HOUSE

Chair Lawrence provided a verbal update in regards to the bat houses that were built.

- Already discussed. No more to add and is high on the list to have up for mosquito season.
- Parks staff have materials to build and will be continued most likely by Phil Maher who has carpentry background.

7.2 BEACH EROSION

Jeff Phillips, Regional Parks Operations Supervisor provided, a verbal update on beach erosion. Do not feel like beach is being lost. Director Popoff advised that a location further down the beach has started up and will be monitored as it is a safety issue.

7.3 DOG WASTE

Chair Lawrence provided a verbal update on the signage installed and what else can be done to stop dog waste on the trails in the winter.

Jeff Phillips, Regional Parks Operations Supervisor, suggested for volunteers to do a clean up of the trail and boardwalk before spring melt. The Commission stated that posting the dog waste issue on social media is effective. Cary Gaynor, Regional Parks Manager, suggested education and signage.

8. PUBLIC TIME

The Chair called for questions from the public at 8:18 p.m.

9. 2023 MEETING SCHEDULE

To promote openness, transparency and provide accessibility to the public we will be required to provide the ability to attend all RDCK meetings in-person or remote (hybrid model). Meeting spaces must be accessible to the public.

Commission discussed the 2023 meeting schedule and select dates and times as well suggest a possible location. If a suitable location can not be determined, staff will assist in finding a location.

| DATE | TIME A.M/P.M | HYBRID MEETING LOCATION |
|--------------------|-----------------|-------------------------|
| March 15, 2023 | 7:00 p.m. | |
| June 14, 2023 | 7:00 p.m. | |
| September 13, 2023 | 7:00 p.m. | |
| November 22, 2023 | 7:00 p.m. | |

10. NEXT MEETING

The next Winlaw Regional and Nature Parks Commission meeting is scheduled for March 15, 2023 at 7:00 p.m.

Mayor Ferguson of Silverton did not join the meeting due to technical issues and could not access Regional District of Central Kootenay email for new meeting invite. Director Popoff to follow up.

11. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Winlaw Regional & Nature Park Commission meeting adjourned at 8:26 p.m.

Carried

DIGITALLY APPROVED

Craig Lawrence, Chair