CULTUS LAKE PARK BOARD
REGULAR MEETING
MINUTES

WEDNESDAY, MAY 23, 2018
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Bauer –Acting-Chair
Commissioner D. Renwick
Commissioner L. Payeur
Commissioner R. Turcasso

Staff Acting Chief Administrative Officer – K. Ridley
Manager of Park Operations – D. Driediger
Manager of Finance – E. Lee
Acing Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer
Acting Deputy Corporate Officer – R. Litchfield

Regrets Commissioner J. Lamb – Chair
Chief Administrative Officer – B. Bryant

(1) CALL TO ORDER

The Chair called the meeting to order at 4:06 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

4193-18 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

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
(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;
Section 90(1), (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
Section 90(1) (g) litigation or potential litigation affecting the municipality;
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 7:00 pm.

(4) APPROVAL OF AGENDA

4194-18 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

THAT *the Cultus Lake Park Board adopt the minutes of the Regular Meeting held on April 18, 2018.*

CARRIED

(5) DELEGATION

Sean Reid, KPMG regarding the 2017 Cultus Lake Park Audit Findings Report.

Mr. Reid reported on the 2017 Cultus Lake Park audited financial statements.

Vice Chair Bauer thanked Mr. Reid for attending the meeting and for providing the Board with the 2017 Audit Findings.

(6) ADOPTION OF BOARD MINUTES

(a) **April 18, 2018 Cultus Lake Park Board Regular Meeting**

4195-18 Moved by: Commissioner Renwick Seconded by: Commissioner Turcasso

THAT *the Cultus Lake Park Board adopt the minutes of the Regular Meeting held on April 18, 2018.*

CARRIED

(7) ADOPTION OF COMMITTEE AND COMMISSION MINUTES

(a) **Community Events and Activities Committee**

4196-18 Moved by: Commissioner Renwick Seconded by: Commissioner Turcasso

THAT *the Cultus Lake Park Board receive the minutes of the Community Events & Activities Committee held on February 27, 2018.*

CARRIED

(b) **Parking Task Force Committee**

4197-18 Moved by: Commissioner Payeur Seconded by: Commissioner Renwick

THAT *the Cultus Lake Park Board amend the minutes of April 27, 2018 Parking Task Force to change the number of parking passes for residents to receive from two passes to four passes; and*

THAT *the Cultus Lake Park Board receive the April 27, 2018 minutes of the Parking Task Force Committee as amended.*

CARRIED

(8) FINANCE

(a) **2017 Draft Financial Statement Report**

- Report dated May 23, 2018, from Erica Lee, Manager of Finance

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

THAT *the Cultus Lake Park Board receive the report from the Manager of Finance regarding the 2017 DRAFT Financial Statements; and*

THAT *the Cultus Lake Park Board approve the 2017 Financial Statements.*

CARRIED

(9) CORRESPONDENCE

(a) **Request for Rate Reduction – Gazebo Rental**

- Email dated May 4, 2018 from Elysia Bernard, Community Support Worker of Chilliwack Living Society

4199-18 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

THAT *the Cultus Lake Park Board reduce the gazebo rental fee by 50% for the Chilliwack Living Society.*

CARRIED

(b) **Designated Dog Swim Area**

- Letter dated May 7, 2018 from Tris Williams regarding the new dog swim location
- Email dated May 16, 2018 from Garry and Lori Klassen regarding the new dog swim location
- New item – Email dated May 22, 2018 from Blair and Alison Arbuthnot regarding the new dog swim area

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

THAT *the Cultus Lake Park Board receive the correspondence regarding the new dog swim area; and.*

THAT *the newly created dog swim area remain in place for a season and be reviewed at the end of the year.*

CARRIED

(c) **New Residential Parking Pass Request**

- Email dated May 8, 2018 from Joseph McDonald, 32 Lakeshore Drive

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

THAT *the Cultus Lake Park Board amend resolution* 4156-17 from the December 13, 2017 Regular Board Meeting by deleting the wording " *with a maximum of four residential parking sticker passes or a maximum of four guest parking passes" so it reads:*

THAT *the Cultus Lake park Board direct staff to issue to a maximum of six passes or stickers per residence; and*

THAT *should a leaseholder require the additional two passes either residential or guest parking passes be charged a fee of $100.*

CARRIED

(d) **Parking Permits**

- Email dated May 15, 2018 from Gary Lister, 372 Cedar Street

The Board received the correspondence for information.

(10) BYLAWS

(a) **Special Event Bylaw No 1112, 2018**

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

THAT *the Cultus Lake Park Board give Final reading to the Cultus Lake Special Event Bylaw No. 1112, 2018.*

CARRIED

(b) **The Cultus Lake Park Board Parking Bylaw 1989, Amendment Bylaw No. 1118, 2018**

- Report dated May 23, 2018 from Kelly Ridley, Acting Chief Administrative Officer

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

1. THAT *The Cultus Lake Park Board Parking Bylaw 1989 be amended by:*

a) Delete and replace Section 7 (b) Reserved Parking Areas with:

7. (b) The Registered Leaseholder(s) or Current Occupant(s) in the residential areas have exclusive right to the allocated land at the front of the residence between lot lines detailed in the Cultus Lake Park Zoning Bylaw No. 1375, 2016 solely for the purpose of parking motorized vehicles (the "Designated Area"). Where a property borders two roadways as in the case of a corner lot, the side at the front of the residence shall represent the Designated Area. Any consideration for additional parking at a corner lot must be submitted in writing to the Cultus Lake Park Board for approval, based on parking availability and traffic safety considerations.

A vehicle parked in the Designated Area that prevents the Registered Leaseholder(s) or Current Occupant(s) from parking a motorized vehicle in the Designated Area without the Leaseholder(s) or Current Occupant(s) consent shall be in violation of this Bylaw.

b) *Add Section 7 (c) All vehicles parked on Cultus Lake Park residential property are required to display a valid parking permit.*

c) *Add Section 7 (d) The use of counterfeit permits or expired permits will result in a contravention of this Bylaw.*

d) *Add Section 7 (e) Any contravention to this Bylaw may result in ticketing and/or towing or immobilization of the subject vehicle.*

e) *Add Section 7 (f) Parking permits may be replaced where the permit holder is able to show that the previously issued permit was damaged or destroyed.*

f) *Add to Section 3. INTERPRETATION:*

"Permit" means the valid parking permits as issued or purchased from the Cultus Lake Park Office, the parking permits purchased from any Cultus Lake Park public parking lot or any other form of parking validation issued through the Cultus Lake Park Office.

2. ***THAT** the Cultus Lake Park Board give First, Second and Third readings to "The Cultus Lake Park Board Parking Bylaw 1989, Amendment Bylaw No. 1118, 2018 ".*

CARRIED

(c) **The Cultus Lake Park Fees and Fines Bylaw No. 1076, 2016 Amendment Bylaw, Bylaw No. 1122, 2018.**

- Report dated May 23, 2018 from Kelly Ridley, Acting Chief Administrative Officer

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

1. ***THAT** Cultus Lake Park Fees and Fines Bylaw No. 1076, 2016 be amended by:*

a) *In Schedule 6 – Parking – Part 1, remove the wording "If the violation penalty is paid within seven (7) of the date of violation, the said fine shall be reduced by 50%"*

b) *In Schedule 6 – Parking – Part 1, remove the wording "Fees associated with the towing of a vehicle must be paid prior to the release of vehicle."*

c) *In Schedule 6 – Parking – Part 1, add Section:*
1.11 Vehicles parked on Cultus Lake Park property without displaying a valid parking permit.....$50.00

d) *In Schedule 6 – Parking – Part 1, add Section:*
1.12 The use of counterfeit or expired permits.....$50.00

e) *In Schedule 6 – Parking – Part 2 – Parking Rates, remove Six Month Pass and One Year Pass.*

f) *In Schedule 6 – Parking – Part 2 – Parking Rates, replace Daily Rate with:*

g) *Daily Rate, May 1 – September 30.....$12.00*
and;
Daily Rate, October 1 – April 30.....$10.00

h) *In Schedule 6 – Parking add: Part 3 – Fees.*

i) *In Schedule 6 – Parking – Part 3 – Fees, add:*
Removal of Vehicle Immobilization Device.....$100.00

2. ***THAT** the Cultus Lake Park Board give First, Second and Third readings to the "The Cultus Lake Park Fees and Fines Bylaw No. 1076, 2016 Amendment Bylaw, Bylaw No. 1122, 2018*

CARRIED

(11) STAFF REPORTS

(a) **Sign Review Project Charter**
- Report dated May 23, 2018 from Dave Driediger, Manager of Park Operations

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

***THAT** the Cultus Lake Park Board approve the Sign Review Project Charter Report.*

CARRIED

(b) **Appointment of Bylaw Enforcement Officers**
- Report dated May 23, 2018 from Jacquie Spencer, Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement

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

***THAT** the Cultus Lake Park Board appoint Jacquie Spencer, Dave Driediger, Cheryl Levesque, Carly Volk, Emit Chand, Bo Mason, Amandeep Gill, Gurvir Kang, Claude Himbeault, Sherry Martin, Mike Stotland, Prabhjot Banipal, Taylor Whalley, Baldeep Gill, Joshua Whitmarsh and Chris Cena, Jasjeet Sidhu, Sukpreet Saggu, Jodie Murray, Melissa Thompson, Brad Jones, Rohin Verma and Mike Short as Bylaw Enforcement Officers for Cultus Lake Park for the 2018-2019 year with the exception of Cultus Lake Park employees.*

CARRIED

(c) **Special Event Application – Pikeminnow Fishing Derby Special Event**
- Report dated May 23, 2018 from Paul Holman, Special Event Coordinator

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

***THAT** the Cultus Lake Park Board waive the parking fees for Parking Lot A prior to 9:00 a.m. on June 16, 2018 for participants at the Pikeminnow Fishing Derby Special Event;*

***THAT** the Cultus Lake Park Board permit one small van to park and camp in a spot designated by staff from 9 p.m. on June 15, 2018 to 5 a.m. on June 16, 2018 at Main Beach for security purposes; and*

***THAT** the Cultus Lake Park Board permit the Pikeminnow Fishing Derby Special Event to operate a concession at Main Beach on June 16, 2018.*

CARRIED

(d) **Cultus Lake Park Board 2018 Strategic Priorities Plan**

- Report dated May 23, 2018 from Kelly Ridley, Acting Chief Administrative Officer

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

***THAT** the Cultus Lake Park Board receive the 2018 Strategic Priorities First Quarter report for information.*

CARRIED

(e) **2018 First Quarter Financial Report**

- Report dated May 23, 2018 from Erica Lee, Manager of Finance

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

***THAT** the Cultus Lake Park Board receive an update on the 2018 First Quarter financial results; and*

***THAT** the 2018 1st Quarter Financial Report be approved.*

CARRIED

(f) **2018 Public Works First Quarter Report**

- Report dated May 23, 2018 from Dave Driediger, Manager of Park Operations

4210-18 Moved by: Commissioner Payeur Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board receive the 2018 Public Works First Quarter Report for information.*

CARRIED

(g) **2018 Lions Parking First Quarter Report**

- Report dated May 23, 2018 from Dave Driediger, Manager of Park Operations

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

***THAT** the Cultus Lake Park Board receive the 2018 Lions Parking First Quarter Report for information.*

CARRIED

(h) **2018 Campgrounds and Cabins First Quarter Report**

- Report dated May 23, 2018 from Jacquie Spencer, Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement

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

THAT *the Cultus Lake Park Board receive the 2018 Campground and Cabins First Quarter report for information.*

CARRIED

(i) **2018 Bylaw Enforcement First Quarter Report**

- Report dated May 23, 2018 from Jacquie Spencer, Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement

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

THAT *the Cultus Lake Park Board receive the 2018 Bylaw Enforcement First Quarter report for information.*

CARRIED

(j) **2018 Fire Department First Quarter Report**

- Report dated May 23, 2018 from Warren Mazuren, Fire Chief

4214-18 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

THAT *the Cultus Lake Park Board receive the 2018 Fire Department First Quarter report for information.*

CARRIED

(k) **2018 First Quarter Lease Assignments Report**

- Report dated May 23, 2018 from, Katrina Craig, Acting Lease Administration

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

THAT *the Cultus Lake Park Board receive the 2018 Lease Assignments First Quarter report for information.*

CARRIED

(12) REPORTS BY COMMISSIONERS

Commissioner Turcasso provided an update on Cultus Lake Days reminding everyone that it will be held on June 23, 2018. There will be a pancake breakfast, parade, lots of things for children, bouncy castle, climbing walls, the princesses with be back this year, face painting, beer garden, canned music and an artisan market which will take place every Saturday throughout the summer.

We are finishing off the day with a phenomenal fireworks display at 10:00 pm which is being funded by Cultus Lake Waterpark.

Commissioner Payeur provided an update on the Emergency Planning Committee meeting he attended with representatives of the park, Acting Chief Administrative Officer, Kelly Ridley, Manager of Park Operations, Dave Driediger as well as staff from the FVRD, Electoral Area H Director, Taryn Dixon, Emil Anderson along with two Engineers, Ministry of Transportation, Columbia Valley Fire Department, Cultus Lake Fire Department, Search and Rescue, Brenda Wallace, Chief and Band Manager for Soowahlie First Nations. Ministry of Transportation staff has been working with the Soowahlie First Nations to have a secondary escape road in the event of a major emergency. A commercial company had been trained to provide flaggers if needed. Inventories of large and small equipment has been put in place. A special thank you to Electoral Area H Director, Taryn Dixon for providing great planning service as well as Emergency Coordinator, Reg Dyck. Future meetings are planned to discuss protocol going forward.

Commissioner Bauer provided an update on the status of the Goose Management Plan. The Park staff and Board member had meetings with Electoral Area H Director, Taryn Dixon, Lindell Beach representatives, BC Parks staff and staff from Ministry of Environment. We will be identifying the problems by assessing how many geese and gulls we have here on the lake. This will begin with Cultus Lake Aquatic Stewardship seeking volunteers to get a count.

(13) PUBLIC QUESTION PERIOD

Q: Patti Carpenter, 426 Willow St. – Asked for clarification on the motion made with regards to parking past the security kiosk and that anything that is past that point considered residential? She expressed concerns about the Oak Street park and Birch Street parking areas. As the residents have masses of traffic driving through residential areas looking for any available parking spaces that try to monopolize any available parking area. Could the parking be restricted to residential only to stop the excess traffic and control the amount of people using the area. At what point do we consider the park full for safety?

A: The Board clarified that there are a few exceptions for some locations such as Oak Street Park which has limited spots available with pay parking in effect. Some of LOT C is available for public parking with consideration to the commercial component. There is a plan in the works for further enforcement of parking and new signage will be installed. Some areas will be permit parking only. The roadways and beaches are for public use. Staff will be working diligently to address the illegal parking and issues moving forward.

Q: Rick Williamson, 145 First Ave – Asked for clarification, if a leaseholder vehicle has a valid parking sticker or hanger and goes up to the Plaza for dinner. Is this valid for parking there?

A: Dave Driediger, Manager of Park Operations – Noted that the park does not have the pay station installed just yet at the Plaza. The current model is two hours of free parking solely for individuals using the Plaza leaseholders. Moving forward we will have registered pay stations installed and offer two hours of free parking with registration and an option to purchase an additional hour. It is not our intent that residential parking passes are valid at the Plaza, these are solely for the residential areas.

Q: Gary Klassen, 11 Lakeshore Dr. – He noted that he is concerned with the location of the new dog swim area. He stated that he appreciates Commissioner Turcasso concern to try to accommodate this based on the fact that there is not a swim area on this side of the lake. He

Stated that we reviewed the location of the new swim area, we became concerned with three things, safety, health and hygiene of the area. He stated he does not recall there being a consultation process as identified in PlanCultus with consideration to the public feedback. We would have appreciated having the opportunity to voice our concerns prior to a decision being made. Was the location chosen because it was an appropriate location or because there was no other site available? In the summer there is an incredible concentration of small children and families that partake in using the lake area near the bridge and grass area beside where the dog swim in located. This is a high traffic area. We are concerned that some dog's owners may not have the dogs disciplined that others may have if they are off leash. There are no fences and we are trusting that the dogs will be under control at all times. Hygiene is also a concern as some people do not use dog waste bags and some dogs defecate in the water and how is this regulated. Was fisheries consulted prior to the decision made on the area that consists of spawning habitat? As to how many people really wanted a dog park, we, respectfully, have a petition going around to see who truly wants a dog park. Most people who had been spoken to were not in favor. We are asking for this to be reconsidered.

A: Commissioner Payeur – Noted that with respect to the comments, the Bylaw and Policy Review Committee have revamped all of our bylaws over the past year and all of these meeting were advertised and open to the public. Once the bylaws were up and running we did first reading and sent them out to everyone for review and provide your comments before they were given final reading. There was ample opportunity to get involved before the fact and not after.

Q: Bob McCrea, 34 Lakeshore Dr. – In regards to the Strategic Plan and the mention of the new lease, what are the new phases? Can you tell me what the phases are? Will the public be able to have any input on the new lease?

A: Commissioner Bauer – Noted that Lawyers are reviewing the previous four leases and trying to come to a solution with the inadequacies in them. We have a draft version that we will be reviewing this evening.

A: Kelly Ridley, Acting Chief Administrative Officer – Stated that the Board will be reviewing the content in the closed meeting. The amendment which we are calling version 5 is not a large one, it is something that was missed in the new versions and we have determined that it will need to be amended and will be presented to the public at a later date.

Q: Gordon Hay, 209 Lakeshore Dr. – Stated that the subject of the location of the dog swim area was discussed years ago when Ruth Midzan and Malcolm Shanks were on staff and this was considered but not approved based on the location. Many that come on the weekends come without their dogs because people can swim there. I am not in favor of the location.

A: Commissioner Turcasso commented that they were in Whistler for a conference and you can bring your dog into pubs and many location have become dog friendly. We are getting into an environment that more people are encouraged to bring their animals, and it seems to be trending.

Q: Blair Abuthnot – Thanked the Board for their consideration that has been given on this topic for dogs off leash in the water areas. His family has been at the lake as an original leaseholders through his wife's family and we have enjoyed many generations here. He noted that a motion was put forward in March to amend the Animal Control Bylaw to add without any consultation or feedback the new swim area. Unfortunately there was no discussion with immediate leaseholders or user groups for this topic. With Bylaw amendments specific with land use

changes, it would be in the public's best interest to bring those forward for input just like PlanCultus. Will this process be brought back to the Board at a proper public engagement meeting prior to the institution of the dog off leash swim area?

A: Commissioner Turcasso commented that we are keeping it with Park and Recreation. It has been four years of comments regarding a new location for the dog swim area and I am quite surprised on the response for the west side. We all have to live in the park and live together. We kept it within the Cultus Lake Park Plan because that area is designated as Park and Recreation and we didn't change it to residential or commercial.

A: Commissioner Bauer invited comments from the public on suggestions for another suitable areas.

Q: Blair Abuthnot – Stated he is not against a dog off leash area but wants to see a proper process going forward for everyone to comment. Residents, visitors, user groups that come to Cultus Lake to enjoy everything there is offer. He apologized to the Board but expressed concern that the area would have no signage but it will act as an off leash area. He noted that he is not prepared to accept that we will try it for a year when there will be no way to document the success or failure. He asked that it be put forward to the community for due process. He noted that the challenge with the situation is that it is not a secure fenced area. He noted that from a design and park planning prospective, it is poorly planned. Public process with a change to existing land use within a park is common practice with developing specific master plans and design plans. I hope and encourage the Board to reconsider this.

Q: Rick Williamson, 145 First Ave. – There was a motion approved appointing twenty people and bylaw enforcement officers, two of which are park employees and the others are contractors. I do not recall seeing a motion to un appointment. My questions is, for the employees it makes sense but the way it is worded, it looks like all the contractors stay bylaw enforcement officers forever. Is that true?

A: Kelly Ridley, Acting Chief Administrative Officer – Replied that the motion should be amended to read the year 2018 with the exception of employees.

Q: Gail Smit of 126 First Ave – Expressed concerns regarding building a new home and the recently adopted zoning bylaw which states that new builds have to accommodate parking within the property. She noted theses new regulations will cause them to lose 25 to 30% of the building area with the house. She noted that they have been told they can apply for a variance in the case of a hardship but she noted her frustrations in the new regulations.

A: Commissioner Bauer clarified that there were three public hearings on the new Zoning Bylaw and there was ample opportunity to bring it up at that point. The FVRD and the Board debated this quite a bit but I am not sure if you need to take twenty five percent away from your house. There is a parking shortage and we have to start somewhere and unfortunately it is starting with you and you will not be the last one. We are short 1800 parking spaces in the park.

A: Commissioner Renwick clarified the process for the variance. Application will be made to the FVRD, staff will review it and then make a recommendation to the Committee (composed of all five commissioners) for endorsement and then to make a recommendation to the FVRD for a final decision.

Q: Blair Abuthnot – Asked if the Department of Fisheries and Oceans was consulted on the dog swim area? Secondly, what recourse do residents have to bring back to the Board to rescind the bylaw? Does it need to come back to the Board as a delegation?

A: Commissioner Bauer – Stated that they are welcome to present the petition to the Board it will be placed on the agenda.

(14) ADJOURNMENT

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

THAT *the Regular Meeting of the Cultus Lake Park Board held on May 23, 2018 be adjourned* at 9:01 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held May 23, 2018.

Darcy Bauer
Acting Chair

Kelly Ridley
Acting Chief Administrative Officer