



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

Wednesday, April 17, 2019
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

- Present** Commissioner J. Lamb – Chair
Commissioner D. Bauer – Vice Chair
Commissioner D. Renwick
Commissioner C. Smit
- Staff** Chief Administrative Officer – B. Bryant
Manager of Finance – E. Lee
Manager of Park Operations – D. Driediger
Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer
Executive Assistant – R. Litchfield
- Absent** Commissioner L. Payeur

(1) CALL TO ORDER

The Chair called the meeting to order at 5:31 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

4335-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

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

Section 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.

(3) RECONVENE

The meeting reconvened at 7:00 pm.

(4) **APPROVAL OF AGENDA**

4336-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of April 17, 2019 by replacing under Section 9, Staff Reports; 9 (g), Ride for Water Special Event; and*

***THAT** the Cultus Lake Park Board approve the Agenda as amended; and*

***THAT** all delegations, reports, correspondence and other information set to the Agenda be received.*

CARRIED

(5) **ADOPTION OF BOARD MINUTES**

4337-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held March 20, 2019.*

CARRIED

(6) **ADOPTION OF COMMITTEE MINUTES**

4338-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on February 27, 2019.*

CARRIED

4339-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on March 13, 2019 and March 14, 2019.*

CARRIED

4340-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the minutes of the Commercial Leaseholder Committee held on March 13, 2019.*

CARRIED

4341-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board receive the minutes of the Commercial Leaseholder Committee held on March 27, 2019.*

CARRIED

(7) **CORRESPONDENCE**

(a) **Cultus Lake Business Association**

- Letter dated March 16, 2019 from Bob McCrea, Administrative Officer, Cultus Lake Business Association regarding Electric Highway Traffic Signs

(8) **BYLAWS**

(a) **Cultus Lake Park Sunnyside Campground Bylaw No. 1099, 2017, Amendment Bylaw No. 1138, 2019**

4342-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Sunnyside Campground Bylaw No. 1099, 2017, Amendment Bylaw No. 1138, 2019.

CARRIED

(b) **Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1118, 2018, Amendment Bylaw No. 1139, 2019**

4343-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1118, 2018, Amendment Bylaw No. 1139, 2019.

CARRIED

(9) **STAFF REPORTS**

(a) **Approval of March 20, 2018 Special Regular Electronic Minutes**

- Report dated April 17, 2019 from Bonny Bryant, Chief Administrative Officer
- March 20, 2018 Special Regular Electronic Minutes

4344-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board approve the March 20, 2018 Special Regular Electronic Minutes.

CARRIED

(b) **Star Nation Canoe Club Canoe Storage**

- Report dated April 17, 2019 from Bonny Bryant, Chief Administrative Officer
- Site location picture
- Email dated March 31, 2019 from Theresa Warbus

4345-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board refer the Star Nation Canoe Club report back to the Chief Administrative Officer for more information.

CARRIED

(c) **Budget Increase for Promotion/Communications re: Parking/Weekdays at Cultus Lake & Community Policing Event**

- Report dated April 17, 2019 from Bonny Bryant, Chief Administrative Officer

4346-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board approve a budget increase of \$3,000 for advertising and promotion in order to increase weekday visits and parking revenue at Cultus Lake Park and to hold a public event to launch Community Policing at Cultus Lake Park.*

CARRIED

(d) **Enrollment in the Local Government Bylaw Notice Enforcement Act**

- Report dated April 17, 2019 from Bonny Bryant, Chief Administrative Officer

4347-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board approve that the Chief Administrative Officer write the Ministry of Attorney General requesting that Cultus Lake Park be enrolled in the Bylaw Notice Enforcement Regulation, under the Local Government Bylaw Notice Enforcement Act in order to practice bylaw adjudication.*

CARRIED

(e) **Charitable Donations Policy and Procedures**

- Report dated April 17, 2019 from Erica Lee, Chief Financial Officer
- Charitable Donation Policy
- Revenue Canada requirements

4348-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board review and approve the Charitable Donation Policy.*

CARRIED

(f) **Paddling Parking Pass**

- Report dated April 17, 2019 from Dave Driediger, Manager of Park Operations

4349-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board direct the Chief Administrative Officer to continue to exclude the Sunnyside Blvd. residential overflow parking area from both \$100 annual passes for Chilliwack and Electoral Area H residents and \$200 annual passes for non-residents as well as \$50 seasonal paddling parking passes.*

CARRIED

4350-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board direct the Chief Administrative Officer to continue to issue \$50 seasonal paddling parking passes as set out in Option 3: Extend provisions of paddling passes to allow for additional parking prior to 10:00 am weekends and statutory holidays; and*

***THAT** the Cultus Lake Park Board refer this back to the Chief Administrative Officer to bring this back to the next Board meeting with more details and to relax the enforcement on weekends prior to 10:00 am.*

CARRIED

Commissioner Renwick voted in opposition.

(g) **Ride for Water Bike Race – Special Event**

- Report dated April 17, 2019 from Paul Holman, Special Events Coordinator
- Attached maps of bike course and routes

4351-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the Special Event Application for Ride for Water held on May 4, 2019, provided the Special Occasion License to operate a Beverage Garden be granted by the BC Liquor and Cannabis Regulation Branch and that all bike use within the Park is restricted to non-grassed roadway areas.*

CARRIED

4352-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the use of Helm's Kitchen as the May 4, 2019 Ride for Water food vendor.*

DEFEATED

Chair Lamb, Commissioners Bauer and Smit voted in opposition.

4353-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** parking fees for 10 spots in Parking Lot B on May 4, 2019 be waived for Ride for Water organizers.*

CARRIED

4354-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

***THAT** the Cultus Lake Park Board allow the food vendor at the event provided that the commercial leaseholders (Lakeside Beach Club and Main Beach Boat Rentals & Concession) be consulted and advise them that they are not interested in providing the event participants with food.*

CARRIED

(h) **Chilliwack School District Cross Country Run- Special Event**

- Report dated April 17, 2019 from Paul Holman, Special Events Coordinator

4355-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** the event NOT be considered a "Special Event" and the organizer NOT be required to submit a Special Event Application;*

This means:

- ***THAT** the Special Event Application Fee of \$100 is not applicable (as in previous years);*
- ***THAT** the Rental Fee for 200+ people of \$500 is not applicable (as in previous years);*
- ***THAT** the Refundable Security Deposit of \$1,000 is not applicable (as in previous years); and*
- ***THAT** the Comprehensive General Liability Insurance of \$5,000,000 is not applicable (as in previous years).*

CARRIED

4356-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** parking fees for Parking Lot A and Lot B be waived for volunteers and parents attending the Chilliwack School District Cross Country Run from 2:00 p.m. - 5:30 p.m. on May 8, 2019.*

CARRIED

4357-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board request that the Chilliwack School Board provide a copy of their Comprehensive General Liability Insurance in the amount of \$5,000,000 for the Chilliwack School District Cross Country Run.*

CARRIED

(i) **Cultus Lake Water Sports Festival - Special Event**

- Report dated April 17, 2019 from Paul Holman, Special Events Coordinator
- Letter dated March 14, 2019 from Cecilia Lockerby

4358-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the parking fees in Lot B for the duration of the 2019 Cultus Lake Water Sports Festival Special Event, May 31 to June 2, 2019, be waived.*

CARRIED

Commissioner Smit voted in opposition.

4359-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Water Sports Festival organizers be permitted to collect parking fees at Lot B (to offset expenses) for the duration of the event from May 31 to June 2, 2019.*

CARRIED

Commissioner Smit voted in opposition.

4360-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the requirement for the \$1,000 security deposit for the 2019 Cultus Lake Water Sports Festival be reduced to \$500.*

CARRIED

4361-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Special Event Application fee of \$100 for the 2019 Cultus Lake Water Sports Festival be waived.*

CARRIED

Commissioner Smit voted in opposition.

4362-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Special Event Rental Fees of \$1,500 for the 2019 Cultus Lake Water Sports Festival be waived.*

CARRIED

4363-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Swim Line Removal and Replacement fee of \$500 for the 2019 Cultus Lake Water Sports Festival be waived and the main swim lines be put out after the event.*

CARRIED

4364-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** the Garbage Bin and Admin fees for the 2019 Cultus Lake Water Sports Festival be waived.*

CARRIED

Commissioner Smit voted in opposition.

4365-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** food vendors be permitted at the 2019 Cultus Lake Water Sports Festival (names of vendors to be provided one week prior to the event) as long as they do not park on tree roots.*

CARRIED

Commissioner Smit voted in opposition.

4366-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** food vendor fees of \$100 per vendor per day for the 2019 Cultus Lake Water Sports Festival be waived.*

CARRIED

Commissioner Smit voted in opposition.

4367-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** participants of the 2019 Water Sports Festival be permitted to camp at Main Beach as in past years.*

CARRIED

4368-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** portable toilets be required at the 2019 Water Sports Festival and the fees for the portable toilets be waived.*

CARRIED

Commissioner Smit voted in opposition

4369-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

***THAT** Cultus Lake Park provides the Cultus Lake Water Sports Festival with all funds received in meters in Parking Lot B from May 31 to June 2, 2019 (to offset expenses).*

CARRIED

(10) **REPORTS BY COMMISSIONERS**

(a) **Recommendations from the Community Events and Engagement Committee**

- Report dated April 17, 2019 from Joe Lamb, Chair, Community Events and Engagement Committee

4370-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve moving the Farmers Market to the barn at the old Funland site.*

CARRIED

4371-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board to explore the cost to bring the barn at the old Funland site up to market usability.*

CARRIED

(b) **Recommendations from the Commercial Leaseholder Committee**

- Report dated April 17, 2019 from Casey Smit, Chair, Commercial Leaseholder Committee

4372-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Commercial Leaseholder Committee requests the Cultus Lake Park Board to contact the Fraser Valley Regional District for the removal of the Electoral Area H sign currently located along Columbia Valley Highway.*

DEFEATED

Chair Lamb, Commissioners Renwick and Bauer voted in opposition.
Commissioner Smit voted in favor.

4373-19 Moved by: Commissioner Smit Seconded by: Commissioner

***THAT** the Commercial Leaseholder Committee requests the Cultus Lake Park Board work together with the Cultus Lake Business Association to design and build a new "Welcome to Cultus Lake Park" sign.*

LOST FOR WANT OF A SECONDER

4374-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Commercial Leaseholder Committee requests the Cultus Lake Park Board to have a discussion with the Fraser Valley Regional District and let them know that the Cultus Lake Business Association is not in support of the dynamic signage placement in the high season.*

DEFEATED

Chair Lamb, Commissioners Renwick and Bauer voted in opposition.

(c) **Recommendations from the Commercial Leaseholder Committee**

- Report dated April 17, 2019 from Casey Smit, Chair, Commercial Leaseholder Committee

4375-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Commercial Leaseholder Committee requests that there be no pay parking in the Plaza parking lot and that there be a 2 (two) hour maximum until 6:00 pm.*

DEFEATED

Chair Lamb, Commissioners Renwick and Bauer voted in opposition.
Commissioner Smit voted in favor.

(12) PUBLIC QUESTION PERIOD

- Q: Len Martson, Park Drive, expressed his concerns with respect to the proposed canoe storage area in Sunnyside Campground. He noted that the new location is directly across from their property and expressed concerns with obstructed views of the lake as well as congestion in the area. He noted that the canoes are currently encroaching into one of the group sites. With respect to their annual event he suggested that perhaps the Main Beach area would be a suitable location. He questioned why local residents and campers were not consulted. He asked for clarification on whether this is a gift to the group or will it be a rental space. He suggests that the Board continue to store the canoes for this year and recommended that an alternate space be considered for next year.
- A: Chair Lamb noted that the Board has referred this item back to staff for further consideration with respect to year round storage use.
- Q: Rick Williamson, First Ave. asked if consideration was given to the impact on parking at the plaza with reconsideration to relocating the market.
- A: Chair Lamb noted that consideration was given to parking by bringing more traffic and business to the local vendors however, may require further consultation with the tenants.
- Q: Bob McCrea, Representative for the Business Association noted that they had contacted the Mayor of Chilliwack and the Fraser Valley Regional District (FVRD) to request that their input be considered with respect to emergency situations and location of the signs.
- A: Chair Lamb clarified that the City of Chilliwack is not involved with respect to the signage that is placed and noted that the FVRD and Ministry of Transportation use this for emergency situations and to curb traffic volume to the lake.
- Q: Rick Williamson, First Ave, requested clarification on the occupancy for Sunnyside Campground with the approval of the bylaw rate increase this evening.
- A: Chair Lamb noted that there are sixteen sites vacant on the seasonal side, just over one hundred and seventy people on the waitlist. Staff feel confident that the sites will be booked.
- Q: Andrew Steuneberg, Cultus Lake Waterpark, wished to thank the Board for the constructive feedback regarding processes and recommendations. He asked for clarity on procedures with respect to policies on concessions and food vendors. He also asked for clarification on the level of participation that the Board has when other authorities such as FVRD and the Ministry of Transportation suggested input on the wording for signage. He requested the Board take into consideration the options for parking for the Farmers Market with respect to the parks parking availability and capacity.
- A: Chair Lamb, noted that the Board may wish to address this at the next commercial leaseholder meeting and will consult with the businesses on events such as Cultus Lake Day and our Christmas event. He clarified that the Board is consulted and notified on the signage wording however they are not the decision maker with regards to deployment. He clarified that the market is to help support the local businesses by attracting visitors to the area and the Board is considering options for parking.

(13) **ADJOURNMENT**

4376-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick


***THAT** the Regular Meeting of the Cultus Lake Park Board held on April 17, 2019 be adjourned 8:53 pm.*

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held April 17, 2019.



Joe Lamb
Chair



Bonny Bryant
Chief Administrative Officer

