



# CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

Wednesday, May 15, 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 L. Payeur  
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**

(1) **CALL TO ORDER**

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

(2) **RESOLUTION TO PROCEED TO CLOSED MEETING**

4376-19 ***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), (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; and  
Section 90 (1), (g) litigation or potential litigation affecting the municipality.*

(3) **RECONVENE**

The meeting reconvened at 7:03 pm.

(4) **APPROVAL OF AGENDA**

4377-19 Moved by: Commissioner Renwick Seconded by: Commissioner Smit

***THAT*** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of May 15, 2019; and

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

**CARRIED**

(5) **DELEGATION**

**2018 Financial Statements**

Sean Reid of KPMG presented the 2018 Audited statements and provided a brief report on the 2018 Audit findings. The report noted that there were no issues identified.

(6) **ADOPTION OF BOARD MINUTES**

4378-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

- (a) **THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held April 17, 2019.

**CARRIED**

4379-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

- (b) **THAT** the Cultus Lake Park Board adopt the minutes of the Special Regular Electronic Meeting held on April 25, 2019.

**CARRIED**

(7) **ADOPTION OF COMMITTEE MINUTES**

4380-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

- (a) **THAT** the Cultus Lake Park Board receive the minutes of the Operational and Financial Core Review Committee held on March 27, 2019.

**CARRIED**

4381-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

**THAT** the Cultus Lake Park Board receive the minutes of the Operational and Financial Core Review Committee held on April 30, 2019.

**CARRIED**

(8) **FINANCE**

(a) **2018 Draft Financial Statements**

- Report dated May 15, 2019 from Erica Lee, Chief Financial Officer

4382-19 Moved by: Commissioner Renwick Seconded by: Commissioner Smit

**THAT** the report from the Manager of Finance regarding the 2018 DRAFT Financial Statements be received; and

**THAT** the 2018 Financial Statements be approved.

**CARRIED**

(9) **CORRESPONDENCE**

(a) **Cultus Lake Business Association**

- Letter dated April 25, 2019 from Bob McCrea, Administrative Officer, Cultus Lake Business Association regarding Changes to the *Cultus Lake Park Act*.

(b) **Cultus Lake Business Association**

- Letter dated April 25, 2019 from Bob McCrea, Administrative Officer, Cultus Lake Business Association regarding Parmenter Sign

(c) **Cultus Lake Aquatic Stewardship Strategy**

- Email dated April 15, 2019 from Christina Toth, Fraser Basin Council, Assistant Regional Manager, Fraser Valley, Cultus Lake Aquatic Stewardship Strategy

(d) **Fraser Valley Regional District – Area H OCP Amendment**

- Area H OCP Information Sheet and Open House Banner Ad

(e) **Fraser Valley Regional District – Wood Stove Exchange**

- Wood Stove Exchange Program Brochure

(10) **CONSENT AGENDA**

(a) **First Quarter Reports**

- Finance
- Lions Parking
- Public Works
- Campground and Cabins
- Bylaw Compliance and Enforcement
- Fire Department
- Lease Assignment

4383-19 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

*THAT the Cultus Lake Park Board receive the 2019 First Quarter reports for information.*

**CARRIED**

(11) **STAFF REPORTS**

(a) **Paddling Parking Pass Report**

- Report dated May 15, 2019 from Dave Driediger, Manager of Park Operations

4384-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board direct the Chief Administrative Officer to extend the provisions of paddling parking passes to allow for additional parking prior to 10:00 am on weekends and statutory holidays.*

**CARRIED**

Commissioner Renwick requested that staff advise the Paddle Group that this item will come back to the Board with a report at the end of the season for further review.

(b) **Cultus Lake Community School Grade 4/5 Event**

- Report dated May 15, 2019 from Paul Holman, Special Events Coordinator

4385-19 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

*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;*
- *THAT the Rental Fee for 0-100 people of \$100 is not applicable;*
- *THAT the Refundable Security Deposit of \$1,000 is not applicable;*
- *THAT the Board be provided with a 5 Million Dollar Insurance Liability coverage; and*
- *THAT parking fees for Parking Lot A and Lot B be waived for up to 15 parent volunteer vehicles from 8 a.m. - 2:30 p.m. on June 6, 2019.*

**CARRIED**

(c) **Lions Cultus Lake Pike Minnow Derby**

- Report dated May 15, 2019 from Paul Holman, Special Events Coordinator

4386-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board waive the parking fees for Parking Lot A for any Lions Cultus Lake Pike Minnow Derby participant for the entire day if they park in the lot prior to 9:00 a.m. on June 15, 2019;*

*THAT the Cultus Lake Park Board permit one small van to park and camp on Main Beach on the sand near Gazebo B from 9 p.m. on June 14, 2019 to 5 a.m. on June 15, 2019 for security purposes;*

*THAT the Cultus Lake Park Board permits the Lions Cultus Lake Pike Minnow Derby to operate a concession stand/area at Main Beach on June 15, 2019.*

**CARRIED**

(d) **Cultus Lake Community School's Beach Day**

- Report dated May 15, 2019 from Paul Holman, Special Events Coordinator

4387-19 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

*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;*
- *THAT the Rental Fee for 200+ people of \$500 is not applicable; and*
- *THAT the Refundable Security Deposit of \$1,000 is not applicable.*

**CARRIED**

(e) **Cultus Lake Day**

- Report dated May 15, 2019 from Paul Holman, Special Events Coordinator

4388-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

**THAT** the Cultus Lake Park Board approve a pancake breakfast at the Cultus Lake Fire Hall from 8:30 a.m. to 10 a.m. on June 22, 2019, as approved in previous years;

**THAT** the Cultus Lake Park Board approve the need to NOT register license plates for free parking for parade floats and parade vehicles in the Plaza Parking Lot, near the barn, from 9:30 a.m. to 11:15 a.m. on June 22, 2019;

**THAT** the Cultus Lake Park Board approve a parade from 11 a.m. to 12 p.m. on June 22, 2019, beginning from Sunnyside Boulevard (at Lakeside Beach Club), to 1<sup>st</sup> Avenue, and ending at Sunnyside Boulevard (at Lakeside Beach Club);

**THAT** the Cultus Lake Park Board approve free parking in Lot D for up to 100 parade participants from 9 a.m. to 11 p.m. on June 22, 2019;

**THAT** the Cultus Lake Park Board approve Cultus Lake Park Commercial Leaseholder food vendors and non-leaseholder food vendors to serve the public at the Main Beach grassy area from 11:30 a.m. to 9:30 p.m. on June 22, 2019;

**THAT** the Cultus Lake Park Board approve a beverage garden at the Main Beach grassy area from 11:30 a.m. to 9:30 p.m. on June 22, 2019;

**THAT** the Cultus Lake Park Board approve a children's fun area at the Main Beach grassy area from 11:30 a.m. to 4:30 p.m. on June 22, 2019;

**THAT** the Cultus Lake Park Board approve pony rides at the Main Beach area from 1 p.m. to 5 p.m. on June 22, 2019; and

**THAT** the Cultus Lake Park Board approve fireworks at Main Beach for approximately 15 to 30 minutes between 10 p.m. and 11 p.m. on June 22, 2019.

**CARRIED**

(12) **REPORTS BY COMMISSIONERS**

(a) **Recommendations from the Operational and Financial Core Review Committee**

- Report dated May 15, 2019 from David Renwick, Chair, Operational and Financial Core Review Committee

4389-19 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

**THAT** the Operational and Financial Core Review Committee request the Cultus Lake Park Board to direct the Chief Administrative Officer to refer the Commercial Leases of Main Beach Boat Rentals, Cultus Lake Marina and Rentals, Frostys and Ministry of Forests for a legal opinion on Landlord responsibilities regarding building and infrastructure maintenance;

***THAT*** the Operational and Financial Core Review Committee request the Cultus Lake Park Board to direct the Chief Administrative Officer to compile an inventory of the Plaza building and infrastructure based on the Commercial Leases references to Landlord responsibilities;

***THAT*** the Operational and Financial Core Review Committee request the Cultus Lake Park Board to direct the Chief Administrative Officer to investigate the cost to hire a Commercial Inspector to assess the condition and maintenance requirements of the compiled inventory of the Plaza building and infrastructure; and

***THAT*** the Operational and Financial Core Review Committee request the Cultus Lake Park Board to direct the Chief Administrative Officer to confirm that the New York Corned Beef Connection installed a ventilation system for their commercial oven, as per their lease.

**CARRIED**

The Board directed the Chief Administrative Officer to proceed with this work in the fall and report back to the Operational and Financial Core Review Committee.

**(13) PUBLIC QUESTION PERIOD**

Q: Len Marston, Park Drive – Inquired if the Board has any further information regarding the Star Nation Canoe Club storage. He noted that the area in general appears to be unorganized as there are many canoes, boats, and boat pieces laying around the area. He further noted that there is still a sewer smell in the campground that he and other neighbors could recently smell.

A: Chair Lamb noted that at this time there are no arrangements for the canoe storage area. He also noted that the FVRD has been notified regarding the odor concern and that they are looking at a solution to the problem. Chair Lamb also noted that the sewer is now connected to the community septic field and that he was under the understanding that this had been corrected.

Q: Brad Shears, Lakeshore Drive – Inquired as to whether or not there will be “No Smoking” signs placed in the park or on the beach? He noted that he has noticed that people walk across the foot bridge to sit at the picnic table to smoke and then return to the beach. He asked if a sign could be placed on the bridge. He asked for clarification on contact numbers for both RCMP non-emergency line and Bylaw Enforcement.

A: Chair Lamb noted that in previous years staff have been passive with the No Smoking Bylaw and this year we have two new bylaw enforcement staff. Staff have been instructed to coach and direct first and if need be fine those in violation. He noted that the RCMP non-emergency line is 604-792-4611 and Bylaw Enforcement is 604-858-5298.

Q: Bob McCrea, Lakeshore Drive - Inquired if the Bylaw Enforcement contact number 604-858-5298 is still active?

A: Chair Lamb clarified that the number is in use for Bylaw Enforcement and security related questions are to be referred to the RCMP.

Q: Andrew Steunenber, Manager of Cultus Lake Waterpark – Inquired about people that are going into high risk areas such as forests or trails, and if there is a plan for a controlled smoking area to prevent situations that may arise.

A: Chair Lamb and Commissioner Renwick noted that this had been discussed in the past as to whether or not to allow areas that permit smoking. The Boards decision is that the Park will remain a smoke free Park. Residents are allowed to smoke on their properties and visitors are allowed to smoke in their vehicles however, our Bylaw Enforcement staff will now be enforcing this bylaw.

Q: Bob McCrea, Lakeshore Drive - Noted that he had heard that a resident dog fell ill from eating some type of paraphilia left on one of the local pathways.

Q: Rick Williamson, First Avenue – Inquired as to whether or not there will be fine increases with the recent changes to enforcement.

A: Chair Lamb noted that the bylaws will be presented at the Board meeting in June. He noted that they will be presented in conjunction with new updates and fines. The Boards rewrite of the bylaws and applicable fines are needed to become members of the adjudication system. The Board is hoping that the fines will be seen as a deterrent as opposed to the need to collect them however, they are not opposed to issuing fines pending the circumstance.

Q: Connie Cross, Birch Street – Inquired as to what time the RCMP will be working? She inquired if the cameras are working at the kiosk and noted that sign is sitting on the ground.

A: Chair Lamb noted that he is unable to disclose that information as it would be publishing it to criminals. There will be a significant RCMP presence here at the lake. No other place than Cultus Lake has dedicated RCMP officers for their community. He noted that the gatehouse will not be manned this year however, the cameras are working. There are two public beaches in the areas as well as a commercial business, community school and a church and gating off the residential area would not be a suitable option.

(14) **ADJOURNMENT**

4390-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

***THAT** the Regular Meeting of the Cultus Lake Park Board held on May 15, 2019 be adjourned 7:54 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 15, 2019.



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Joe Lamb  
Chair



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Bonny Bryant  
Chief Administrative Officer