



# CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JUNE 17, 2020  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 Columbia Valley Highway, Cultus Lake, BC

**Present** Commissioner D. Renwick – Chair  
Commissioner D. Bauer  
Commissioner L. Payeur  
Commissioner C. Smit

**Staff** Acting Chief Administrative Officer - J. Lamb  
Manager of Finance – E. Lee  
Manager of Park Operations – D. Driediger  
Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer  
Executive Assistant – R. Litchfield

## Regrets

### (1) CALL TO ORDER

The Chair called the meeting to order at 2:58 pm.

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

***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;*

*Section 90 (1) (g) (litigation or potential litigation affecting the municipality) of the Community Charter. Should the Board wish to further pursue collection of the lease fee payable, it is anticipated that this may require some level of legal representation.*

*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 1:32 pm.

### (4) APPROVAL OF AGENDA

**4653-20** Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT*** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of June 17, 2020; and

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

**CARRIED**

(5) **ADOPTION OF MINUTES**

4654-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held May 20, 2020.*

**CARRIED**

(6) **FINANCE**

(a) **2019 Statement of Financial Information**

- Report dated June 17, 2020 from Erica Lee, Chief Financial Officer
- Statement of Financial Information 2019

4655-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

*THAT the report dated June 17, 2020 from the Chief Financial Officer regarding the 2019 Statement of Financial Information be approved and that the report be placed on the Cultus Lake Park website.*

**CARRIED**

(7) **CORRESPONDENCE**

(a) **Canada Emergency Response Program inquiry**

- Letter dated May 14, 2020 from Bob McCrea, CLBA regarding Canada Emergency Program availability for commercial leaseholders
- Report dated June 17, 2020 from Erica Lee, Chief Financial Officer

4656-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the response to the Cultus Lake Business Association from the Chief Financial Officer regarding the Cultus Lake Park Board's ongoing effort to qualify for Canadian Emergency Response programs be received.*

**CARRIED**

(8) **BYLAWS**

(a) **Bylaw Notice Enforcement Bylaw No. 1140, 2019, Amendment Bylaw No. 1178, 2020**

- Report dated June 17, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations and Bylaw Enforcement
- Bylaw Notice Enforcement Bylaw No. 1140, 2019, Amendment Bylaw No. 1178, 2020
- Schedule A - 11

4657-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board give First, Second, Third and Final Reading of the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1178, 2020.*

**CARRIED**

(9) **STAFF REPORTS**

The Cultus Lake Park Board announced that the Acting Chief Administrative Officer, Joe Lamb has been selected by the Board to fill the full time position of Chief Administrative Officer for the Park and staff will prepare a report on the selection process will be provided at the next Regular Board meeting.

(a) **Lakeside Beach Club request for temporary patio extension**

- Report dated June 17, 2020 from Joe Lamb, Chief Administrative Officer

4658-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board approve the request to expand their outdoor patio space as noted in Schedule A as attached, into their parking area as requested once they have received the appropriate approvals from the BC Liquor & Cannabis Board.*

**CARRIED**

(b) **COVID – Cultus Lake Park Reopen Plan**

- Report dated June 17, 2020 from Rachel Litchfield, Executive Assistant

4659-20 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the Cultus Lake Park reopen plan for information.*

**CARRIED**

(10) **REPORTS BY COMMISSIONERS**

Commissioner Bauer, Chair of the Environmental and Public Areas Planning Committee thanked staff and the many volunteers with respect to the Milfoil Management Plan and wished to thank those who donated funds in order to make this project possible. He noted that to date \$4,678 was donated to help fund this project. He also noted that he would like to coordinate with staff to move the matting mid-August and have them repositioned.

(11) **COMMUNITY ASSOCIATION**

Question of the Month?

Approximately three years ago a public meeting was held to address buoy issues. Could you please advise as to the current buoy situation in regards to placement and allocation as there has been a moratorium for the last three years? Could details be provided as to the scope of the

project that is being undertaken? What has the cost of the buoy project been to date? What is the estimated cost and timeline to complete this project?

Answer:

At the August 23, 2017 Foreshore Buoy Public Information meeting the Board identified that 235 buoys were registered, paid and conforming at that time. GPS locations were gathered by staff at that time. Staff identified that the Board had 60 people on the buoy waitlist. 42 buoys were identified unregistered or nonconforming, and buoys and anchor systems were removed in April 2017. A moratorium was placed on buoy registration in early 2017.

In June of 2017 staff discussed options to have buoy owners move their buoys to locations identified by a GIS program in hopes to accommodate further registration of those on the waitlist where room may have occurred. Further to this option, it was decided that this option may harm the environment of the lake and this option did not go ahead.

In June of 2018 the Board had 235 registered buoys with the foreshore area. During this time the Board had tried to ensure and enforce changes or requirements set out by Transport Canada. In July they identified that more than 98 percent of the buoys did not comply with Transport Canada requirements. At that time staff sourced out buoy modification kits at no cost to registered buoy holders. The cost was approximately \$15.30 per buoy totalling \$3,600 for the total foreshore for this project. Kits were made available August 1, 2018.

In addition, staff have also been tasked with how the Board could deal with unauthorized boats within the foreshore area.

To date, the Board has 5 boat lifts registered, 226 registered buoys in 2019, 9 unregistered buoys, as of June 11, 2020 – all have been contacted via email either to register or remove their buoy and anchor system. Three have confirmed that these buoys will be removed. To date 186 people have been added to the waitlist. Staff will post notices of Intent to advise boat owners that compliance checks will begin following July 1<sup>st</sup>.

The Board is currently exploring other viable options presented by staff with respect to the bylaw timelines related to registration dates and compliance that could allow for options to open up the waitlist in the future.

In addition, the Board has applied for a commercial foreshore license, which is expected to take up to two years for processing. Chair Renwick requested that staff bring back a report back to the Board in July.

(12) **PUBLIC QUESTION PERIOD**

(13) **ADJOURNMENT**

4660-20 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT*** the Regular Meeting of the Cultus Lake Park Board held on June 17, 2020 be adjourned 3:19 pm.

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held June 17, 2020.



---

David Renwick, Chair



---

Joe Lamb, Acting Chief Administrative Officer