



# CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, AUGUST 19, 2020  
Cultus Lake Community Hall  
4220 Columbia Valley Highway, Cultus Lake, BC

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

**Staff** 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 2:32 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), (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 3:59 pm.

### (4) APPROVAL OF AGENDA

4661-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT*** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of August 19, 2020 by adding under Section 9, Correspondence, (b), Email dated August 14, 2020 from Brenda Senft regarding Vegetation Buffer between Campsites and Trail; and

*By removing and replacing under Section 11, Staff Reports, (b), Moorage Report; and*

*By adding under Section 11, Staff Reports item, (e), Letter of Support for Golf Cart usage;*

***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) DELEGATION**

**(a) Declarations and Oaths of Office**

- The Honourable Judge Ormiston, Provincial Court of British Columbia, to administer the Oath of Office to the Cultus Lake Park Board Bylaw and Compliance Officer, Michael Pickett
- The Honourable Judge Ormiston, Provincial Court of British Columbia, to administer the Oath of Office to the Cultus Lake Park Board Commissioner, Kirk Dzaman

Honourable Judge Ormiston from the Provincial Court of British Columbia administered the Oath of Office for Cultus Lake Park Board Bylaw and Compliance Officer, Michael Pickett and Commissioner, Kirk Dzaman.

Chair Renwick thanked Judge Ormiston for administering the Declarations and Oath of Office.

**(b) Parmenter Road Mountain Bike Development**

- Hamish, Co – Director, Fraser Valley Mountain Bikers Association
- Email dated July 3, 2020
- Parmenter Road Skills Park brochure

Hamish Berring, Co – Director of Fraser Valley Mountain Bikers Association appeared before the Board to request to use the area on Parmenter Road for bike trails. Volunteers of FMBA in the Fraser Valley would like to provide areas and opportunities for beginner youth mountain bikers in addition to the existing trails to allow those that wish to develop their skills in a safe manner and location. The Vedder Mountain trail sections are very popular to locals and visitors from all areas of the Fraser Valley. He noted that the location is on the proposed area is on the corner Parmenter Road and Columbia Valley Highway with parking in Lot A. He further noted that this would increase spending of those that come to the area and increase accommodations. They are proposing this in two phases. The area is in Crown land and parking is currently located off of Parmenter Road. He also noted that there is no risk and a clause to waive land owners from any liability.

**(6) ELECTION OF VICE CHAIR**

Chief Administrative Officer Joe Lamb proceeded with the process for electing the Cultus Lake Park Board Vice Chair.

Nomination forms for the position were distributed to the Board members. Nomination were collected and the Chief Administrative Officer read aloud the results. Four nominations were in favor of Commissioner Bauer. Commissioner Bauer accepted the nomination as Vice Chair. One Nomination was in favor of Commissioner Payeur. Commissioner Payeur did not accept the position of Vice Chair. Nomination were closed and therefore Commissioner Bauer assumes the position of Vice Chair.

**(7) ADOPTION OF BOARD MINUTES**

4662-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held June 17, 2020.*

**(8) ADOPTION OF COMMITTEE MINUTES**

4663-20 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

- (a) *THAT the Cultus Lake Park Board approve the May 21 ,2020 Environmental and Public Areas Planning Committee Minutes.*
- (b) *THAT the Cultus Lake Park Board approve the July 22,2020 Environmental and Public Areas Planning Committee Minutes.*

**CARRIED**

**(9) CORRESPONDENCE**

(a) **Security Concern – Request for Security Gate**

- Letter dated June 16, 2020 from resident, Scott and Paddy Carpenter, request for security gate
- Quote from Safe & Secure Gate Ltd. DBA Gates Your Way

4664-20 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

*THAT the Cultus Lake Park Board receive the security gate request for consideration.*

**CARRIED**

(b) **Lakeside Trail**

- Email dated June 15, 2020 from Ernie Vance Lakeside Trail Society, regarding Lakeside Trail along Sunnyside Campground
- Supporting documents, Lakeside Trail, Sunnyside Campground to Jade Bay Report from David Urban, Manager of Outdoor Recreation Planning
- Email dated August 14, 2020 from Brenda Senft regarding Vegetation Buffer between Campsites and Trail

4665-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

*THAT the Cultus Lake Park Board receive the email and progress report for information.*

**CARRIED**

(c) **TELUS Request to Canvass**

- Email requests from Eric Nordgren, Telus Field Support Manger

4666-20 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board receive the emails for information and that due to COVID – 19 the Board deny the requests to canvass to ensure the safety of the community is first priority*

**CARRIED**

(d) **Development Variance Permit Notification– 29 Lakeshore Drive**

- Development Variance Permit # 2020-03, 29 Lakeshore Drive

4667-20 Moved by: Commissioner Smit Seconded by: Commissioner b

*THAT the Cultus Lake Park Board receive the Development Variance Permit for 29 Lakeshore Drive for information.*

**CARRIED**

(e) **Development Variance Outcome– 29 Lakeshore Drive**

- Results for Development Variance Permit # 2020-03, 29 Lakeshore Drive

4668-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive the Development Variance Permit results for 29 Lakeshore Drive for information.*

**CARRIED**

(f) **Traffic Concerns and Sunnyside Blvd.**

- Email dated August 10, 2020 from residents Terry and Debbie Beck regarding traffic concerns

4669-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive the email with respect to traffic safety.*

**CARRIED**

(10) **CONSENT AGENDA**

2020 Second Quarter Reports

- Finance
- Lions Parking
- Public Works
- Campground and Cabins
- Bylaw Compliance and Enforcement

- Fire Department
- Lease Assignment.

4670-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive the 2020 Second Quarter reports for information*

**CARRIED**

**(11) STAFF REPORTS**

(a) **Recruitment of Chief Administrative Officer**

- Report dated August 19, 2020 from Erica Lee, Chief Financial Officer

4671-20 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board receive the report from the Chief Financial Officer providing an overview of the recruitment process followed to fill the vacant Chief Administrative Officer position.*

**CARRIED**

(b) **Moorage Report**

- Report dated August 19, 2020 from Dave Driediger, Manager of Park Operations

4672-20 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board direct staff to implement changes to moorage administration set out in bullets on page four below.*

1. *Prepare and mail out registration forms and invoices to all current registered moorage holders by January 28, in line with the residential lease invoices.*
2. *Payment and completed registration form must be received by March 15. An additional \$150 late payment fee will be charged to individuals who submit applications following the March 15 deadline and no payment will be accepted after April 15.*
3. *Non-registered or non-paid buoys will be removed from the foreshore following April 15.*
4. *Vacant buoy locations will be mapped and assessed for distribution to the waitlist and the requested location change list.*
5. *June 15 - Staff will notify and post notice of intent flyers of upcoming moorage compliance checks.*
6. *July 1 - All registered buoys must comply with Cultus Lake Park bylaws and Canada Shipping Act Private Buoy Regulations.*

**CARRIED**

(c) **Parking Lot B Reconfiguration**

- Report dated August 19, 2020 from Dave Driediger, Manager of Park Operations
- Parking plan #1
- Parking plan # 2

4673-20 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board direct staff to bring Option 2 implementation costs, including tree replacement, back to Board during 2021 budget deliberations; and*

*THAT the Cultus Lake Park Board direct staff to replace trees removed from Parking Lot B at a ratio of 2:1.*

**CARRIED**

(d) **Lakeshore Dr. / First Ave. Survey Report**

- Report dated August 19, 2020 from Dave Driediger, Manager of Park Operations

4674-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive this report for information and provide staff with direction.*

*THAT the Cultus Lake Park Board receive direct staff to come back to the board with distance on pins*

**CARRIED**

(e) **Golf Cart Usage in Cultus Lake Park**

- Report dated August 19, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations and Bylaw Enforcement
- Letters of Support

4675-20 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board direct staff to proceed with the development of a golf cart Bylaw.*

**CARRIED**

(f) **2021 Cultus Lake Triathlon**

- Report dated August 19, 2020 from Paul Holman, Special Events Coordinator

4676-20 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

*THAT the Cultus Lake Park Board approve the Cultus Lake Triathlon event from September 16 – 20, 2021, with September 16, 17 and 18 as set-up days, September 19 as race day, and September 20 as a clean-up day.*

*THAT the Cultus Lake Park Board approve reducing one rental fee day from \$500 to \$100 on Saturday, September 18, 2021.*

***THAT** the Cultus Lake Park Board approve waiving parking fees in Parking Lot A for 20 volunteers on Sunday, September 19, 2021.*

**CARRIED**

**(10) REPORTS BY COMMISSIONERS**

**Environmental and Public Areas Planning Committee**

- Report dated August 19, 2020 from Darcy Bauer, Chair Environmental and Public Areas Planning Committee

**4677-20** Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board approves that the Environmental and Public Areas Planning Committee focus for the remainder of 2020 be to prioritize the protection of the at risk, old growth trees on Main Beach.*

**CARRIED**

**(11) COMMUNITY ASSOCIATION**

Cultus Lake leaseholders pay property taxes to the Fraser Valley Regional District (FVRD) and they pay a lease fee to the Cultus Lake Park Board (CLPB). Both are paid annually by Cultus Lake lease holders.

We understand that the taxes paid to the FVRD are for the provision of a variety of general services based on assessed value which we think may overlap with services in our leaseholder invoice provided by the Cultus Lake Park Board.

**Question:**

It appears that there are a few overlapping services provided to the Cultus Lake leaseholders which our members find confusing. In general, we would like to know what services the FVRD and what services the CLPB provide to the Cultus Lake leaseholders and what are the cost of these services. And if the CLPB can negotiate with FVRD to reduce or eliminate these redundant services.

**Overlapping Services**

- Invasive Weed Control
- Animal Control – Area D, E, G & H
- Bylaw Enforcement
- Mosquito Control
- Search and Rescue

Our FVRD Area H charge include:

Grants In Aid Area “H”  
Feasibilities Study Area “H”  
Community Parks Area “H”

In the last three years has Cultus Lake received any money/services from the three above line items?

**Answer:**

The list of “overlapping services” the Community Association provided includes a list of similar in nature services, however many of the services are complementary rather than redundant. For example with Bylaw Enforcement Cultus Lake Park Board Staff are providing on the ground enforcement to commonly monitor residents and visitors of the Park. FVRD on the other hand typically monitor building and land use bylaw enforcement.

Cultus Lake Park Board provides a large number of services for the residents of the Park that include but are not limited to:

Garbage pick-up, road maintenance, streetlights, maintenance of infrastructure (power and telephone poles/pathways/wharfs/retaining walls/parking lots/bridges/community hall/washrooms etc.), foreshore maintenance and management, fire protection, bylaw enforcement and policing. In addition, the Park has staff that maintains the forest, grounds as well as the outbuildings that visitors and residents use alike.

FVRD’s provides region wide services that benefit the residents in the area as a whole – mosquito control is a great example of this. While the areas treated to reduce mosquitos may not be specifically in a particular community the benefit of reducing the number of nuisance mosquito’s in the area is positively felt by all surrounding areas.

FVRD has provided Cultus Lake Park with Grant Funding annually for things like community events and beach clean-up.

FVRD grants used in Area H as a whole improve the area for all residents of Area H – For example they contributed to the roundabout at Vedder Mountain Road and Columbia Valley Highway.

Overall, Cultus Lake Park Board has been starting discussions with the Province and the Regional District to appeal for funding assistance and we will continue to have these conversations.

**(12) PUBLIC QUESTION PERIOD**

Q: Patty Carpenter, resident - Inquired on the letter she submitted with respect to the security gate request. She noted that there has been a rise in criminal activity at the lake and feels that if a security gate was installed, this would lessen that activity if it were to be installed and closed at 11 pm and reopened at 5 am. Residents could utilize the gate by the use of a FOB. She noted that the current signage in the park says that the lots are closed dusk to dawn and noted that they have seen them open after 11 pm and feels this is not protecting the residents.

A: Chief Administrative Officer, Joe Lamb noted that the Board changed the bylaw three years ago to reflect 11 pm however, the signage has not been updated.

Q: Steve McEwan, resident – Inquired as to whether the Board has the right to restrict the number of Air B & B’s and length of stay?



- A: Chair Renwick noted that the Board does have the right to restrict as the bylaw was written however a number has not been affixed as to how many the Board would allow.
- A: Chief Administrative Officer, Joe Lamb stated that the bylaw may come back for amendment based on the request for amendment but could restrict the number. He noted that this season, was gathering information on how many there are in the Park. He further noted that many have registered however, many have not, and staff are trying to find the ones that are not registered. In addition, he encourages people to contact the office to let us know if they know of any that are operating. The length of stay is very difficult to manage if there were restrictions in place. He also noted that many property rentals are now following the rules since the bylaw has been in place.
- Q: Patty Carpenter, resident – Thanked the Board for having the signs taken down with reference to Lot C parking availability. She noted that there are two large Ministry of Transportation signs directing to Lot C about 10 feet apart pointing to Lot C, why are these placed there?
- A: Chief Administrative Officer, Joe Lamb noted that the signs are temporary and will be removed. The Ministry, City of Chilliwack and the Board wanted to solve some the traffic issues. He noted that a traffic review of Sunnyside Blvd. will be done as residents have addressed some concerns. He also noted that signage has been ordered and placed that will identify that Lot C is full to see if we can better manage the traffic.
- Q: Colleen Rogozinski, resident – Inquired if there will be any efforts to move boats around from ends of the dock areas that have become very congested. She noted that she thought the bylaw specifies that boats should be 30 ft away from each other. She also noted that there are boats right at the ends of the docks.
- A: Chief Administrative Officer, Joe Lamb – Commented that we currently do not have the ability to enforce the bylaw however, we do need to free up the congestion around the docks and this does need to change. We do have the ability to not renew their buoy registration if it is not in the proper location or will have to have the owners move it. If someone is willing to move their boats we can work with them. He noted that Transport Canada will be here at the lake over the next weekend or two.

### **(13) ADJOURNMENT**

4678-20 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** the Regular Meeting of the Cultus Lake Park Board held on August 19, 2020 be adjourned 4:51 pm.*

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held August 19, 2020.

\_\_\_\_\_  
David Renwick, Chair

\_\_\_\_\_  
Joe Lamb, Chief Administrative Officer