



**CULTUS LAKE PARK BOARD
REGULAR MEETING
MINUTES**

WEDNESDAY, NOVEMBER 18, 2020

5:00 PM

PARK OFFICE BOARDROOM

4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Renwick – Chair, Via Zoom
Commissioner D. Bauer – Vice Chair
Commissioner L. Payeur
Commissioner C. Smit
Commissioner K. Dzaman

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 5:01 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) the security of the property of the municipality.

(3) RECONVENE

The meeting reconvened at 4:30 pm.

(4) APPROVAL OF AGENDA

4693-20 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

(a) ***THAT** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of November 18, 2020; and*

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

CARRIED

(5) ADOPTION OF BOARD MINUTES

4694-20 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held October 21, 2020

CARRIED

(6) CORRESPONDENCE

(a) **Slalom Gates**

- Email dated October 6, 2020 from CCEP Paddling Club Board

4695-20 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board receive the correspondence regarding the Slalom Gates.

CARRIED

4696-20 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board refer this to back to staff to bring forward information on the set up for the Slalom Gates.

CARRIED

(7) FINANCE

(a) **2021 - 2025 Cultus Lake Park DRAFT Financial Plan**

- Report dated November 18, 2020 from Erica Lee, Chief Financial Officer
- 2021-2025 Five Year Financial Plan Bylaw No. 1181, 2020
- Schedule A & B
- Business Unit Detail
- Schedule of Reserves

Financial Planning Worksheet – Budget Changes

Revenue

Expenses

Reserves

Capital Projects

Chief Administrative Officer, Joe Lamb noted that staff will provide a presentation to the Board and the public. He noted that the members of the public may bring forward questions once the presentation is complete.

Erica Lee, Manager of Finance explained the structure of the presentation. She noted that she will begin by noting the highlights of the budget and she discussed the Park's different revenue streams and revenue changes for 2021. She noted that she will follow outlining significant changes in each of the individual business units.

She provided a brief overview of the Draft 2021-2025 Financial Package:

- Schedule A – Summary of the Financial Plan by Business Unit just for 2021
- Schedule B - Summary of Financial Plan for the full five years covered by the plan
- A Detailed 5 Year Financial Plan for each Business Unit – with comments to highlight any changes from the plan.
- A Schedule of the Parks Reserve Fund Balances.

She outlined any significant changes to the budget broken down into Revenue, Expenses, Reserve Funding and Capital Projects.

She addressed the fact that it has been talked about for many years the many constraints and limitations.

She reviewed new initiatives for 2021 and noted the majority of the spending changes are focused on Infrastructure renewal, Safety, Security and Environmental Stability for the Park:

- Safety and Security Measures
- Addressing Infrastructure Needs
- Focusing on Environmental Sustainability, and
- Enhancing Communications.

She noted in the area of Safety and Security the budget continues to enhance our security coverage as implemented in 2020 having Police, Bylaw Enforcement and Security Patrols and the large change for 2021 is the proposal to Internally Manage our Parking Lots rather than contracting it out, therefore adding a Parking Lot Enforcement Team.

She further noted that a large portion of changes related to Capital Improvements to begin to upgrade the Parks aging Infrastructure and the more significant proposed changes are:

- Washroom Renovations at Main Beach and Sunnyside
- Parking Lot B Construction
- Structural Upgrades to Docks
- Signage Upgrades
- A more proactive approach to Maintenance
- Increasing funding to Reserves to allow for ongoing renewal of the Parks infrastructure.

The last two areas she noted are to ensure Environmental Sustainability and Enhanced Communications and noted that the budget is proposing:

- Main Beach Green Space Irrigation
- Main Beach Tree and Root Enhancement and Protection
- Increased Reserve Funding for necessary Foreshore Improvements
- A Large First Step in the Foreshore Erosion Project – Funds to Completed the Engineering Plan, Permitting and the Beginning of the Physical Works – along with funds to work on foreshore erosion issues over the next number of years.

For communication, staff are proposing to bring communications in house rather than contract it out. This will help to also enhance the Park's ability to consider community input and to promote our revenue generating business streams.

She also noted where the Park's sources of revenue come from.

- The largest revenue generator is Sunnyside campground. In 2021, it is budgeted that Sunnyside will generate just under \$3.3 million and represents 50.9% of the total revenue earned
- Residential leases provide about \$870,000 or 13.4%
- This is closely followed by parking/public area revenue: about \$856,000. (13.2%)
- Commercial leases are at about \$651,000. (10%)
- Volunteer Fire Dept. is at about \$282,000. (4.3%)
- Cabin rentals and visitor services are at about \$220,000 (3.4%)
- Foreshore leases at \$109,000 (1.7%)
- Last Protective Services budgeted \$107,000 in Fine Revenue (1.6%) – more significant in this budget due to internal parking enforcement.

Total revenue forecasted for Cultus Lake Park in 2021 is just under \$6.5 million.

Parking - Staff proposed that the High Season weekday (Mon-Thurs) Parking Rates remain at \$4 an hour and Low Season hourly rates are also \$4 an hour. High Season weekend (Fri-Sun) Parking Rates be increased from \$5 to \$6 an hour. She noted that staff are also proposing to no longer offer daily parking rates so daily visitors will only be able to pay hourly at the parking meters.

Staff are also proposing to implement a \$1 fee per transaction in the parking lots when visitors pay for parking. This charge will be placed in reserves to deal with infrastructure needs 70% will be put into the Cultus Lake Infrastructure Reserve and 30% will be placed in the Foreshore Reserve.

Funds allocated to the Foreshore Reserve will allow staff to address the large number of infrastructure improvements needed in the foreshore including the docks and the foreshore erosion.

Funds allocated to the CL Infrastructure Reserve will allow staff to address infrastructure needs around the Park staff envision using these funds for things like the main beach and plaza washrooms, gazebo upgrades, and other infrastructure renewals.

Sunnyside Campground seasonal rates are proposed to increase by 5%

Waterfronts increase \$268 (from \$5359 to \$5627) View increase \$250 (from \$5,005 to \$5,255)

- Regular increase \$229 (from \$4588 to \$4817)
- Overnight camping rates are proposed to increase by 10%
- Overnight rates have a proposed increase of \$4-5 per night
- Miscellaneous Fees and Parking Fees were reviewed, and staff are proposing to increase rates on average by 15%

Sunnyside Visitors will contribute to the Park's infrastructure enhancements staff are proposed to charge a \$5 fee per reservation. This charge will also be placed in reserves to deal with infrastructure needs 70% will be put into the Cultus Lake Infrastructure Reserve and 30% will be placed in the Foreshore Reserve.

Moorage - The annual moorage registration fee for 2021 is planned to be increased from \$150 to \$500. \$300 of this increase will be allocated into the Foreshore Area Reserve to allow for foreshore infrastructure improvements (docks/erosion).

Parking Lot Management - Staff proposed that we take in house the management of the Park's parking lots rather than using Lions Parking. Currently Lion's parking manages our lots and retains any ticket revenue generated through enforcement of the lots. Staff propose to bring on parking enforcement over the summer to enforce the lots and retain the ticket revenue for the Park.

Protective Services - In the Protective Services unit the budget allows staff to continue to focus on the same enhanced coverage as last year including Community Policing, Bylaw Enforcement and Security Services. Staff proposed we take over the management of the parking lots rather than contract it out.

The proposal to do our own Parking Enforcement allows the Park to have staff on sight to oversee the parking lots and give us the ability to greet guests as they enter the Park as well as retain the fine revenue in the parking lots.

In order to increase efficiency of enforcement staff proposed to introduce an electronic ticketing and permitting system that will allow for handheld and vehicle Licence plate readers and allow staff to write tickets electronically rather than by hand this would reduce time and errors in writing tickets and compiling case evidence.

Public Works - Public Works operations will stay status quo for 2021 with the addition of some new equipment and building upgrades as well as outfitting staff so they are identifiable as Park Staff.

General Admin - General Admin will focus on increased efficiency and communications. Staff have proposed to hire a Communications position. Staff want to make this change to improve the ability to control communications, ensure quicker responses as well as enhance and increase our communication coverage. In addition, staff are also looking at investing in upgraded office software and hardware to increase productivity in the office. Last, as noted, the proposed electronic ticketing and permitting system will increase efficiency for general admin by reducing data entry and bylaw data analysis.

Volunteer Fire Department – Next year the Cultus Lake Fire Department is eagerly anticipating the addition of a rescue boat acquired through generous donations. In addition, the department is looking to get Hydraulic Rescue Equipment, add secure storage on the fire hall grounds and replace their air bottles.

Sunnyside -Staff reviewed the Park's infrastructure and agreed that the budget needed to focus on maintenance and infrastructure renewal especially at Sunnyside Campground. The Parks highest source of revenue. Staff have proposed to increase all the maintenance budgets (ground, building, equipment and water systems) at the campground to allow for a more proactive approach to maintaining the campground. The campground's washrooms are in need of a large overhaul; therefore, funds are being proposed to fully renovate the interior of two washrooms each year at the campground.

The connection of the upper half of the campground to the sewer system is being carried forward from 2020 and lastly staff are recommending upgrades to the staff room and the staff compound as the building as well as the grounds could be improved to enhance the working environment for staff.

Commercial Leases - Re-staining and beam capping of Lakeside Beach Club is being carried forward from 2020, the garbage compound in the plaza needs expanding to be able to accommodate recycling and organics and irrigation is proposed to keep grounds areas green.

Residential Areas - In Residential Areas the new proposed reserve for Residential Area Improvements is suggested to be used to enhance traffic calming measures in the residential areas.

Community Hall - The work suggested at the community hall for 2021 is the carry forward of irrigation installation from 2020.

Cabins - The Cabins refresh program, rotating mattress and furniture replacements will continue to ensure the cabins stay up to date. Staff proposed that the windows be changed, and air conditioning be installed at Twin Alders.

Public Areas - In public areas the budget proposes the reconfiguration upgrade and expansion of Lot B to improve the flow of traffic and increase capacity of the lot.

The scope of work in this project includes:

- The necessary removal and replacement of trees
- Site excavation, prep and materials for surfacing
- Parking lot delineation, rails, gates and fencing
- Additional Pay Stations, signage, irrigation
- Tennis and basketball improvements
- And Paving and curbing in the lot.

In addition, staff plan to renovate the exterior of the Main Beach washrooms and in 2021 staff are proposing a full interior renovation of the bathrooms.

The Root Zone Enhancement project and Bear Bin Program will also continue in the Main Beach area.

Foreshore - Work is planned for the Foreshore on an ongoing basis starting in 2021, this work is being made possible by funding by multiple different user groups, buoy registrants, visitors parking at the lake, park residents, and campers at Sunnyside.

In 2021 staff will complete the engineering plan and permitting to deal with the Foreshore Erosion issues and begin some physical works, with funding for additional physical works needed in the years to come.

Structural upgrades are also proposed for the dock, an assessment was completed on the Park's docking system and many areas were identified as needing significant improvements. Staff will work through the deficiencies in priority order over the next bunch of years.

Lastly, the Milfoil Control Project and Matting will continue as good progress has being made.

4698-20 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board give First and Second readings to the 2021 - 2025 Cultus Lake Park Financial Plan Bylaw No. 1181, 2020.*

CARRIED

(b) **Public Consultation on the 2021 - 2025 Cultus lake Park DRAFT Financial Plan**

- Q: Ernie Vance, Mountain View Rd. inquired which account is the Commissioners remuneration, and shouldn't that be broken out?
- A: Erica Lee, Manager of Finance noted that in the Budget, page 22, Schedule A 2021 \$85,470 and Page 46, General Admin (Commissioners Indemnities). Financials, page 105, General Administration Account 10-2-700-8500 Commissioners Indemnity, page 96, Income Statement in Wages and Benefits.
- Q: Ernie Vance, Mountain View Rd. inquired, on the agenda on page 17 it says, an average increase of \$37.15 noted with respect to the math, with the extra \$75, then \$14 in the other categories. Where did they get \$37.15 from?
- A: Erica Lee, Manager of Finance noted that the increase of \$37.15 is the increase of just the operating levy. This is the levy that is based on a percentage of each resident's base lease and is used for overall operations along with the base lease collected. The other increases are either specific fees for services for 2021 the proposed increases are as follows: Protective Services \$6.01 (\$207.94-201.93), Fire Protection \$1.51 (\$359.69-361.20), Insurance \$1.45 (\$13.90-12.45) The new charges for reserves are as follows: Foreshore Improvements \$50.00, Residential Area Improvements \$25.00, overall, the total is \$121.12.
- Q: Ernie Vance, Mountain View Rd. inquired, on the Balance Sheet which shows Investments going down by \$1M. Why the difference?
- A: Erica Lee, Manager of Finance noted in late 2019 we negotiated new operating account terms where the interest rate in the operating account is on par with rates available in liquid term deposits. In the past we kept a portion of our investments in liquid term deposits to allow us to invest our large influx of cash in the summer season on a short-term basis to be used in the off season. She noted that in 2020 it has been kept as this influx of funds in our operating account because the interest rate provided is on par with cashable term rates, that is why our cash balance is also up more than \$1M.
- Q: Ernie Vance, Mountain View Rd. inquired on the Capital Assets that went up by \$1.5M. Why the difference?
- A: Erica Lee, Manager of Finance noted that in 2019 Cultus Lake Park invested more than 2 Million in capital assets, some of the largest purchases include: Phase 1, Sunnyside Sewer System connection \$426K, Renovations of Community Policing Building \$63K, Purchase of Twin Alders \$450K, Fire Department Rescue Vehicle \$194K, HVAC System Lakeside \$350K, Paving at Sunnyside and Public areas \$135K, Capitalization of Assets was done in the financial statements at the end of the year rather than throughout the year.

- Q: Ernie Vance, Mountain View Rd. inquired on Payroll Liabilities that are almost double from last year. Is that expected?
- A: Erica Lee, Manager of Finance noted, yes, while this year we have slightly higher accrued payroll at the end of September the main reason for this increase has to do with the timing of payments made for benefits and WCB.
- Q: Ernie Vance, Mountain View Rd. inquired with respect to Deferred Revenue that almost doubled. What is Deferred Revenue?
- A: Erica Lee, Manager of Finance noted that Deferred Revenue is funds collected from customers, mostly visitors at Sunnyside and the Cabins to make and hold their reservations. The revenue is deferred until the time the visitor stays and therefore, we have collected the revenue. This year there are two reasons why this amount is higher than in the prior year. Reason 1, more visitors are getting used to booking for Sunnyside using our online system, in 2019/2020 if a customer booked online the system took payment for the full cost of the reservation, conversely reservations taken over the phone only required payment for a portion of the reservation. Therefore, we collected upfront more of the funds from visitors booking for next year's busy season than we have in the past. Reason 2, as Sunnyside opening was delayed many of the refunds for reservations or reduction in costs for seasonal that we could not fulfill early in the 2020 season were transferred to bookings for 2021, increasing the amount of revenue deferred to 2021.
- Q: Ernie Vance, Mountain View Rd. inquired on the Consolidated Income Statement and asked if the Expenditures should not follow the same or similar Revenue categories. What is the expense of Sunnyside and Cabin Rentals business units? Are these supposed to be broken out by profit & cost center so one could summarize the net effect?
- A: Erica Lee, Manager of Finance noted that in order to look at the net effect of each business unit see pages 97 to 109 these are the statements that make up the consolidated income statement and allow one to look at the net effect of each business unit.
- Q: Ernie Vance, Mountain View Rd. inquired on the Consolidated Income Statement, that there is an Expenditure for Sewer, Septic and Water Systems. What is that for?
- A: Erica Lee, Manager of Finance noted most of these costs relate to the amount that our business units (Sunnyside, Public Works, General Admin, Fire Dept. etc.) pay FVRD for Sewer and Water Utility costs.
- Q: Ernie Vance, Mountain View Rd. inquired under Sunnyside Campground, was there any accrued Revenue from the full-time campers who didn't ask for a refund from this year? Where is that?
- A: Erica Lee, Manager of Finance noted that yes this is included in the deferred revenue on the balance sheet as discussed in question 7.
- Q: Ernie Vance, Mountain View Rd. inquired under the Sunnyside Campground, there is a large amount in Pay Parking/Miscellaneous Revenue of \$354,405. Is that Pay Parking for extra overnight guests?
- A: Erica Lee, Manager of Finance noted that this related to a large number of miscellaneous fees that Sunnyside Seasonal and Overnight Campers Pay. These fees include things like, reservation fees, cancellation fees, site additions (extra adult, extra vehicle, pets, day visitors), fridges, extra parking spaces etc.

- Q: Ernie Vance, Mountain View Rd. inquired that the Fire Department statement shows a very high Net Operating Income (\$140,944) given less calls this year. Is the CLPB over-collecting from the Residential Leases (\$173,371)? Shouldn't the 2021 Lease Invoice be adjusted accordingly and not transferred into Reserves for the Volunteer Fire Department?
- A: Erica Lee, Manager of Finance noted that due to Covid spending at the Fire Department has been lower than expected to date in 2020. However, with scheduled transfers to capital reserves to fund capital needs and cost allocations from other department the overall surplus at the end of quarter three is \$76K and year end projections don't expect the surplus to be this high with winter maintenance spending and staffing for winter incidences. Any surplus will be transferred into the fire departments operating reserve and used to keep rates steady in light of unexpected cost fluctuations.
- Q: Ernie Vance, Mountain View Rd. inquired under General Administration Data Processing costs more than doubled YTD from budgeted annually. What was the reason for the large increase?
- A: Erica Lee, Manager of Finance noted that when looking year to date in 2019 and 2020 spending is quite consistent. Over the past couple years admin has been doing quite a bit of work to allow processes to become more efficient and has caused a need for more IT intervention than is customary.
- Q: Ernie Vance, Mountain View Rd. inquired with respect to Legal Fees and noted that they are also way over budget for the year. YTD \$178,263 vs \$132,675 annual. Can that be explained?
- A: Erica Lee, Manager of Finance noted that during 2020 staff at Cultus Lake Park Board have been dealing with a larger than normal number of matters that required a large amount of legal intervention.
- Q: Ernie Vance, Mountain View Rd. inquired with the Lions Parking Remittance Statement indicates Third Quarter 2020. Is that only for one quarter or year to date? Seems high for 3 months.
- A: Erica Lee, Manager of Finance noted, that yes this is the revenue and cost just for the Third Quarter. The Third Quarter covers July, August and September which is the three busiest months of parking for the Park. In addition, the majority of the costs involved (credit card processing fees, services fees, and management fees) are costs that increase with increased revenue as they are based on a percentage of revenue.
- Q: Ernie Vance, Mountain View Rd. inquired as to where is the line item or account for the extra RCMP services?
- A: Erica Lee, Manager of Finance noted, Q3 Financial Statements on page 99 is included as part of Contract Services. This line includes Security Costs and RCMP Policing Costs. Budget on page 33 are included as part of Contract Services. This line includes Security Costs and RCMP Policing Costs.
- Q: Colleen Rogozinski, Community Association inquired with respect to the \$600,000 for parking lot A & B and asked if that includes redoing the washrooms? She asked for a breakdown of how the money is being spent?
- A: Chief Administrative Officer, Joe Lamb noted that the \$592,000 is only for Lot B, does not include the washrooms and does not include Lot A. This is just for the construction, realignment of Lot B.

He provided some figures based on quotes, demolition/replacement \$25,000. Site excavation, prep, materials and surfacing \$125,000. Parking lot delineation, rails, gates and fencing \$60,000. Pay stations, signage, irrigation, curbing and greenspace \$75,000. Tennis and basketball court improvements \$55,000 and the current plan before the Board is to pave only the travelled areas of the parking lot. The entrance, exit, parking stalls will remain as they are today, totaling \$250, 000.

- Q: Rick Williamson, First Ave. inquired if there is any consideration to charging other users of the Foreshore fees to go into the reserve? Such as seasonal campers, people that use the boat launch on a day by day basis.
- A: Erica Lee, Manager of Finance noted that it has been considered to charge seasonal campers however, at this moment we are not wanting to put them in that category however, this will be discussed in the future. She noted that the other users that are utilizing the boat launch will have to pay through parking meters. In addition, Joe Lamb commented that when staff were discussing seasonal users, the discussion came up quite a bit that is essentially what they are paying for and questioned as they do not have a physical asset, they are paying an annual fee for the use of their site and the Sunnyside Foreshore. He noted that in the original discussion with staff, and in the budget they did not recommend charging Sunnyside seasonal users as they felt that is what their fee is for and they fund the reserve funds.

(8) BYLAW

(a) Boating and Foreshore Bylaw No. 1179, 2020

- Boating and Foreshore Bylaw No. 1179, 2020

4699-20 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board give Final reading to the Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020.*

CARRIED

Commissioner Smit voted in opposition.

(b) Proposed Neighbourhood Golf Cart Bylaw No. 1180, 2020

- Proposed Neighbourhood Golf Cart Bylaw No. 1180, 2020

4700-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board give Final reading to the Cultus Lake Park Neighbourhood Golf Cart Bylaw No. 1180, 2020.*

CARRIED

(9) CONSENT AGENDA

Third Quarter Reports

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

- Fire Department
- Lease Assignment

4701-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board receive the 2020 Third Quarter reports for information.

CARRIED

(8) STAFF REPORTS

(a) **2021 Cultus Lake Park Board Regular Board Meeting Dates**

- Report dated November 18, 2020 from Rachel Litchfield, Executive Assistant

4702-20 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board endorse the following dates for the 2021 calendar year Cultus Lake Park Board Regular Board Meeting dates:

<i>January 20, 2021</i>	<i>February 17, 2021</i>
<i>March 17, 2021</i>	<i>April 21, 2021</i>
<i>May 19, 2021</i>	<i>June 16, 2021</i>
<i>July 21, 2021</i>	<i>August 18, 2021</i>
<i>September 15, 2021</i>	<i>October 20, 2021</i>
<i>November 17, 2021</i>	<i>December 15, 2021</i>

CARRIED

(9) REPORTS BY COMMISSIONERS

(10) COMMUNITY ASSOCIATION

Community Association Question of the Month for October 2020

Question:

In April 2020 Bylaw #1174 regrading Short Term Rentals was passed by the Cultus Lake Park Board. At the time of the By-law passing it was stated by several board members that this was a starting point. Does the Board have any plans to review these bylaws in the near future and will community consultation be part of that process?

Answer:

At the April 2020 Board meetings, the Board reviewed the public feedback with respect to Short Term Rentals, Secondary Suites and Home-Based Businesses. This was done following a consultant's report and recommendations from late 2018. The public was then in receipt of survey questions requesting input for the community from Sept 2019 to Oct 2019. During that time, staff identified that 75% of feedback was in support to have the STR's licensed to be managed. Following this input, a community meeting was held to gather feedback regarding STR, Secondary Suites and Bed and Breakfasts in February 2020.

This community engagement meeting drew approximately 100 members from the community. This feedback was presented to the public in February of 2020 and it was noted that an estimate of 90 STR's were operating in the Park.

The community's feedback was imperative to staff in building the bylaws based on public's input and recommendations. In the matter of setting fees, rules and regulations, staff sourced other similar areas to build draft bylaw to present to the Board.

The Board identified that timing was important as the rental season was coming up and it was crucial for renters to have the information available to understand, make application and receive permits for their operation.

The Board understood that moving forward, changes could be made to the bylaws or processes or as seen necessary. The importance of having the bylaw and application in place was the ability to enforce bylaws that were not being followed by some users and creating nuisances and/or noise complaints that were a disruption to the community. At that time, the goal was to manage the STR's to be able to determine the numbers and types of usage once registered.

Bylaw staff will be reviewing the bylaws and processes for next season and if needed provide a summary report to the Board to determine whether or not changes will be required and based on that, the Board may request further input from the community should changes be considered.

(11) PUBLIC QUESTION PERIOD

- Q: John Wells, First Ave. addressed his concern with respect to the moorage and the strategy that the Board has adopted to charge the boat owners a substantial fee to look after the foreshore. He noted his concern is that boat owners that reside in the Park make only a small portion of the boat users. He noted that there is no consideration in the bylaw and the charges that were being levied. He noted that if everyone was charged equally for the damage that was done to the foreshore area, this would be a fair and reasonable assessment. He noted there is no recourse to change other users. He noted that he was not in favor of this strategy and asked how the Board can justify the charges on that basis.
- A: Chair Renwick noted that he is a boat owner and is not opposed to the increase that is presented in the budget. He noted that the Board does not have control over other users accessing boat launches in Maple Bay or Jade Bay, and those boat owners do not have the ability to have their moorage on an annual basis in a secured area. He noted that \$500 is a very reasonable price to having the privilege to having your boat accessible and part of the fee is to administer that usage and the other is to fund the large liability in relation to foreshore erosion which includes the update and maintaining of the docks and the foreshore to the cost in excess of 1 million dollars and funds are limited in the contingency fund. He noted that we need to take these steps to develop and maintain that the foreshore is protected, and the docks are able to be repaired over the course of the next five years. He noted that staff are working on strategies with respect to new government agencies and creating connections in the future to address these matters. He noted that we need funding from many sources and are looking towards the government.

Chief Administrative Officer, Joe Lamb noted that residents only make up a portion of buoys that are in the water and he noted that the funds collected will not be used to fund the foreshore area outside of our current foreshore area to manage. Other area will have to address these issues and note that the other users are contributing to the erosion around the lake.

- Q: Colleen Rogozinski, noted that with respect to the STR question presented, she noted that the bylaws appear to be working well. She noted that the only concern they have as a Community Association is the lack of a capacity of the number of STR rentals in the Park and does not want to lose their sense of community.
- Q: Laurel Shears, Lakeshore Dr. inquired as to whether there has been an update on sewer system? Brad Shears, inquired if the 2021 parking fees were no longer have a day limit?
- A: Chair Renwick noted that there has not been no change and no work has been done. He noted that there is a new government in place, new MLA and we have reached out to her to arrange to have a meeting to discuss many items of the Park, in particular the sewer. She indicated that once members are sworn in the new year a meeting will be set up and this will give the Board an opportunity to open area of dialog and channels of communication. Chair Renwick noted that the pay parking fees will no longer have a day limit.
- A: Chief Administrative Officer, Joe Lamb noted that a significant analysis with respect to how long people are parking and visitors that are at the Park for five to six hours are the ones that are taxing our infrastructure the most. The longer the Park is utilized the more they would be required to pay for it. The number is 50% of our current revenue is day use and the rest is hourly. He noted that we have allowed for a conservative approach to how many people will stay four hours and how many will stay five hours.

(12) ADJOURNMENT

4703-20 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

***THAT** the Regular Meeting of the Cultus Lake Park Board held on November 18, 2020 be adjourned 5:55 pm.*

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held November 18, 2020.



David Renwick, Chair



Joe Lamb, Chief Administrative Officer