



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, MARCH 18, 2020
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner J. Lamb – Chair
Commissioner D. Renwick – Vice Chair
Commissioner D. Bauer
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

Regrets

(1) **CALL TO ORDER**

The Chair called the meeting to order at 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; and

Section 90 (1), (k) negotiations and related discussions respecting the proposed providing 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 pm.

(4) **APPROVAL OF AGENDA**

4547-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of March 18, 2020; and

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

CARRIED

(5) **ADOPTION OF MINUTES**

4548-20 Moved by: Commissioner Seconded by: Commissioner

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held March 18, 2020.*

(6) **ADOPTION OF COMMITTEE MINUTES**

- (a) **Environmental and Public Areas Planning Committees Minutes**

- Environmental and Public Areas Planning Committees Minutes dated February 21, 2020

THAT the Cultus Lake Park Board receive the minutes of the Environmental and Public Areas Planning Committee held on February 21, 2020.

CARRIED

(7) **FINANCE**

- (a) **2020-2024 Financial Plan Amendment Bylaw 1173, 2020**

- Report dated March 18, 2020 from Erica Lee, Manager of Finance
- 2020 - 2024 Financial Plan Amendment Bylaw No. 1173, 2020
- Schedules A, B, C

THAT the Cultus Lake Park Board give First, Second and Third readings to Cultus Lake Park 2020 - 2024 Financial Plan Amendment Bylaw No. 1173, 2020.

(8) **BYLAWS**

- (a) **Sunnyside Campground Bylaw No. 1165, 2020**

- Sunnyside Campground Bylaw No. 1165, 2020

4549-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading the Cultus Lake Park Sunnyside Campground Bylaw No. 1165, 2020.

CARRIED

- (b) **Cultus Lake Park Tree and Plant Bylaw No. 1153, 2019 Amendment Bylaw No. 1166, 2020**

- Cultus Lake Park Tree and Plant Bylaw No. 1153, 2019 Amendment Bylaw No. 1166, 2020

4550-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Tree and Plant Bylaw No. 1153, 2019 Amendment Bylaw No. 1166, 2020.

CARRIED

(c) **Cultus Lake Park Property Maintenance Bylaw No. 1149, 2019 Amendment Bylaw No. 1167, 2020**

- Cultus Lake Park Property Maintenance Bylaw No. 1149, 2019 Amendment Bylaw No. 1167, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Board Property Maintenance Bylaw No. 1149, 2019 Amendment Bylaw No. 1167, 2020.

CARRIED

(d) **Cultus Lake Park Boating and Foreshore Bylaw No. 1143, 2019 Amendment Bylaw No. 1168, 2020**

- Cultus Lake Park Boating and Foreshore Bylaw No. 1143, 2019 Amendment Bylaw No. 1168, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Boating and Foreshore Bylaw No. 1143, 2019 Amendment Bylaw No. 1168, 2020.

CARRIED

(e) **Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1154, 2019 Amendment Bylaw No. 1169, 2020**

- Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1154, 2019 Amendment Bylaw No. 1169, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1154, 2019 Amendment Bylaw No. 1169, 2020.

CARRIED

(f) **Cultus Lake Park Management of Public Areas Bylaw No. 1146, 2019 Amendment Bylaw No. 1170, 2020**

- Cultus Lake Park Management of Public Areas Bylaw No. 1146, 2019 Amendment Bylaw No. 1170, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Management of Public Areas Bylaw no. 1146, 2019 Amendment Bylaw No. 1170, 2020

CARRIED

(g) **Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1171, 2020**

- Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1171, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1171, 2020.

CARRIED

(h) **Public Feedback regarding Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-Based Businesses**

- Report dated March 18, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations & Bylaw Enforcement
- Public Feedback regarding Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-Based Businesses

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board receive the Short-Term Rentals, Bed and Breakfasts, Secondary Suites and Home-Based Businesses Community Meeting Report for information.

CARRIED

(i) **Proposed Short-Term Rental Bylaw No. 1174, 2020**

- Report dated March 18, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations & Bylaw Enforcement

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give First and Second readings to the Cultus Lake Park Short-Term Rental Bylaw No. 1174, 2020.

CARRIED

(i) **Home- Based Business Bylaw No. 1175, 2020 and Commercial Business Licences Bylaw No. 1176, 2020**

- Report dated March 18, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations & Bylaw Enforcement
- Home- Based Business Licence Bylaw No. 1175, 2020
- Commercial Business License Bylaw No. 1176, 2020

4553-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board give First and Second readings to the Cultus Lake Park Home-based Business License Bylaw No. 1175, 2020.

***THAT** the Cultus Lake Park Board give First and Second readings to the Cultus Lake Park Commercial Business License Bylaw No. 1176, 2020.*

CARRIED

(k) **Public Input – Short-Term Rental, Home Based Business and Commercial Business Licences**

(8) **STAFF REPORTS**

(a) **Purchase of Additional Land - 216C Lakeshore Drive**

- Report dated March 18, 2020 from Bonny Bryant Chief Administrative Officer

4555-20 Moved by: Commissioner Seconded by: Commissioner

***THAT** the Cultus Lake Park Board approve the sale and transfer of 34 m2 to Mr. Williams for the construction of a home on 216C Lakeshore Drive. The price will be set at \$1,040.70 per square meter for a total \$35,383.50.*

***THAT** the Cultus Lake Park Board direct the Chief Administrative Officer to enter into an in-kind agreement with Mr. Williams to improve the present parking lot on Lakeshore Drive by increasing its capacity and efficiency in exchange for the 34 m2 land sale and transfer as outlined in this report.*

CARRIED

(b) **Development Variance Permit 216C Lakeshore Drive**

Report dated March 18, 2020 from Bonny Bryant Chief Administrative Officer
Report dated February 27, 2020 from Julie Mundy, Planner 1, FVRD

4555-20 Moved by: Commissioner Seconded by: Commissioner

***THAT** the Cultus Lake Park Board supports the issuance of a Development Variance Permit for 216C Lakeshore Drive to reduce the setback distance 0.6m from the dwelling and a 0m setback for the eave/gutter to the interior property line.*

CARRIED

(c) **Development Variance Permit 29 Lakeshore Drive**

Report dated March 18, 2020 from Bonny Bryant Chief Administrative Officer
Report dated February 27, 2020 from Julie Mundy, Planner 1, FVRD

4555-20 Moved by: Commissioner Seconded by: Commissioner

Option 1

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

Option 2

THAT the Cultus Lake Park Board not support the Development Variance Permit for 29 Lakeshore Drive.

CARRIED

(d) **Residential Recycling Report**

- Report dated March 18, 2020 from Dave Driediger, Manager of Park Operations

4555-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to provide leaseholders with a standardized recycling tote in either 120L or 240L capacity as set out in Option 3 below; and

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to fund the purchase of standardized recycling totes, \$17,000 from Operations and \$45,000 from Accumulated Surplus.

CARRIED

(e) **255 First Avenue Parking Request**

- Report dated March 18, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations & Bylaw Enforcement

4555-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to grant the parking request at 255 First Avenue to move their designated parking area from First Avenue to Birch Street, provided;

a) The previously designated parking areas along First Avenue is relinquished; and

b) That if a leaseholder wishes to sign their designated parking area, the cost and responsibility to do so be shouldered by the leaseholder and signage is posted on leased land.

CARRIED

(f) **Proposed Designated Smoking Areas**

- Report dated March 18, 2020 from Jacquie Spencer, Manager of Visitor Services, Accommodations & Bylaw Enforcement

4555-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to bring forward a No Smoking Bylaw No. 1148, 2019 amendment for Board consideration to include designated smoking areas.

CARRIED

(g) **Rescue Jaws of Life**

- Report dated March 18, 2020 from Warren Mazuren, Cultus Lake Fire Chief

4555-20 Moved by: Commissioner Seconded by: Commissioner

***THAT** the Cultus Lake Park Board approve the purchase of a new set of Jaws of Life of up to \$15,000 the funds be drawn from the Cultus Lake Fire Department Operating Reserve.*

CARRIED

(h) **Special Event: Cruise for Your Cause**

- Report dated March 18, 2020 from Paul Holman, Special Events Coordinator

4555-20 Moved by: Commissioner Seconded by: Commissioner

***THAT** the Special Event application fee of \$100 be waived for the Cruise for Your Cause Special Event;*

***THAT** the Special Event Park rental fee of \$100 be waived for the Cruise for Your Cause Special Event;*

***THAT** the Board allows the Cruise for Your Cause event to be held in one section of Parking Lot A or Lot D for 90 minutes on April 25, 2020; and*

***THAT** the fees for parking for the event participants is waived for 90 minutes on April 25, 2020.*

CARRIED

(i) **Special Event: Cultus Lake Triathlon**

- Report dated March 18, 2020 from Paul Holman, Special Events Coordinator

4555-20 Moved by: Commissioner Seconded by: Commissioner

***THAT** the Cultus Lake Park Board approve the Cultus Lake Triathlon event from September 17 – 21, 2020, with September 17, 18 and 19 as set-up days, September 20 as race day, and September 21 as a clean-up day.*

***THAT** the Cultus Lake Park Board approve reducing one rental fee day from \$500 to \$100 for Saturday, September 19, 2020.*

CARRIED

(8) **REPORTS BY COMMISSIONERS**

Recommendations from the Environmental and Public Areas Planning Committee

- Report dated March 18, 2020 from Darcy Bauer, Chair, Environmental and Public Areas Planning Committee

***THAT** the Environmental and Public Areas Planning Committee recommend that the Cultus Lake Park Board approve that the Environmental and Public Areas Planning Committee plant up to 25 trees, from schedule B, approved tree replacement list, from the Cultus Lake Park Tree and Plant Bylaw No. 1153, 2019, including all amendments, on Main Beach at the corner of Second Avenue, on both sides of the service road and the lawned area parallel to the west portion of Parking Lot B.*

***THAT** the Environmental and Public Areas Planning Committee recommend that the Cultus Lake Park Board approve that the Environmental and Public Areas Planning Committee plant up to ten (10) trees, from schedule B, approved tree replacement list, from the Cultus Lake Park Tree and Plant Bylaw No. 1153, 2019, including all amendments, and the placement of up to five (5) large boulders on the island between Lakeside Beach Club and Sunnyside Boulevard subject to the Chief Administrative Officer consulting with the tenants of Lakeside Beach Club.*

(9) **COMMUNITY ASSOCIATION**

Colleen Rogozinski, Cultus Lake Community Association inquired if there has been an update on the sewer?

Question of the Month?

The Parking Task Force which ended in spring of 2018 recommended that the park look at ways to reduce the free parking that was occurring at the school during the summer season. One large barrier initially was that buses were turning into the school in order to pick up passengers, that issue has since been resolved with the buses now turning at the end of Sunnyside. However, the school gates remain open, this creates several issues, loss of revenue for the park (approximately 15-20 cars on a busy day), the observed demographics of these users are usually young adults which have gathered at the lake. They filter down Balsam Street or hang out at the school with full coolers causing disruption to residences, families and other lake users.

Has or will the park take any steps to ensure that the gates will be closed this upcoming season? Will by-law officers have the authority to write bylaw tickets (illegal parking and other possible offences) for that parking lot?

(10) **PUBLIC QUESTION PERIOD**

Q:

A:

A:

Q:

A:

(11) **ADJOURNMENT**

4559-20 Moved by: Commissioner Seconded by: Commissioner

THAT the Regular Meeting of the Cultus Lake Park Board held on March 18, 2020 be adjourned at pm.

CARRIED

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



Joe Lamb
Chair



Bonny Bryant
Chief Administrative Officer