



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

Wednesday, December 15, 2021
Cultus Lake Park Office Boardroom
4165 Columbia Valley Highway, Cultus Lake, BC

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

Staff Chief Administrative Officer – J. Lamb
Chief Financial Officer – E. Lee
Manager of Corporate Services / Corporate Officer – R. Litchfield
Manager of Park Operations – D. Driediger
Manager of Sunnyside Campground & Accommodations – C. Volk
Communications, Media and Event Coordinator – A. Nadeau

(1) CALL TO ORDER

The Chair called the meeting to order at 4:30 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), (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and

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 5:00 pm.

(4) APPROVAL OF AGENDA

4882-21 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of December 15, 2021; and*

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

CARRIED

(5) ADOPTION OF MINUTES

4883-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held November 24, 2021.*

CARRIED

(6) ADOPTION OF COMMITTEE MINUTES

4884-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board adopt the October 15, 2021 Village Center Planning and Development Committee Minutes.

CARRIED

4885-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board adopt the October 21, 2021 Community Events and Engagement Committee Minutes.

CARRIED

4886-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board adopt the November 22, 2021 Community Events and Engagement Committee Minutes.

CARRIED

4887-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board adopt the November 23, 2021 Village Center Planning and Development Committee Minutes.

CARRIED

(7) ELECTION OF THE CHAIR

Nomination forms for the position of Chair were distributed to the Board members. Rachel Litchfield, Manager of Corporate Services / Corporate Officer collected the nomination forms and the Chief Administrative Officer read aloud the results. Five (5) nomination forms were received in favor of Commissioner Renwick. Commissioner Renwick accepted the nomination for the position of Cultus Lake Park Board Chair.

The Chief Administrative Officer closed the nominations and declared that there will not be an election and confirmed that Chair Renwick has been elected and will assume the position as the Chair of the Cultus Lake Park Board.

(8) ELECTION OF THE VICE CHAIR

Chair Renwick asked that Joe Lamb, Chief Administrative Officer continue with the election for the position of Cultus Lake Park Board Vice Chair.

Nomination forms for the position of Vice Chair were distributed to the Board members to fill in. Rachel Litchfield, Manager of Corporate Services / Corporate Officer collected the nomination forms and the Chief Administrative Officer read aloud the results. Five (5) nomination forms were received in favor for Commissioner Dzaman. Commissioner Dzaman accepted the nomination for the position of Cultus Lake Park Board Vice Chair.

The Chief Administrative Officer closed the nominations and declared that there will not be an election and confirmed that Commissioner Dzaman will assume the position as the Vice Chair of the Cultus Lake Park Board.

(9) CORRESPONDENCE

(a) Cultus Lake Park Variance Permits and PlanCultus

- Letter dated October 26, 2021 from Cultus Lake Community Association Directors

4888-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board receive the letter from Cultus Lake Community Association Directors regarding Cultus Lake Park Variance Permits and PlanCultus.

CARRIED

(b) Cultus Lake Park Totem Pole History and Dedication

- Letter dated November 14, 2021 from resident, Sheryl Henderson

4889-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board receive the letter from Ms. Henderson regarding the history of the totem pole(s) located at Main Beach; and

THAT the Cultus Lake Park Board request that staff provide the Board with options on the suggested recommendations at the January 19, 2022 Board Meeting.

CARRIED

(c) November 2021 Rainstorm Events

- Letter dated November 30, 2021 from resident, Roger Burrows

4890-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board receive the letter, background information and chronology from Mr. Burrows regarding the November rainstorm events.

CARRIED

(10) FINANCE

(a) **Cultus Lake Park 2022 – 2026 DRAFT Financial Plan**

- Report dated November 24, 2021, from Erica Lee, Chief Financial Officer
- Cultus Lake Park 2022-2026 Five Year Financial Plan Bylaw No. 1199, 2021
- Schedule A, 2022 Financial Plan
- Schedule B, 2022-2026 Financial Plan

4891-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Third reading to Cultus Lake Park 2022-2026 Financial Plan Bylaw No. 1199, 2021.

CARRIED

(11) BYLAWS

(a) **Parking Lot Infrastructure Reserve Fund Bylaw No. 1200, 2021 and Sunnyside Campground Improvement Reserve Fund Amendment Bylaw. No. 1201, 2021**

- Parking Lot Infrastructure Reserve Fund Bylaw No. 1200, 2021
- Sunnyside Campground Improvement Reserve Fund Amendment Bylaw. No. 1201, 2021

4892-21 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Third reading to the Cultus Lake Park Parking Lot Infrastructure Reserve Fund Bylaw No. 1200, 2021.

CARRIED

4893-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Third reading to the Cultus Lake Park Sunnyside Campground Improvement Reserve Fund Amendment Bylaw. No. 1201, 2021.

CARRIED

(b) **Cultus Lake Park Short-term Rental Bylaw No. 1202, 2021**

- Cultus Lake Park Short-term Rental Bylaw No. 1202, 2021

4894-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final readings to the Cultus Lake Park Board Short-term Rental Bylaw No.1202; 2021.

CARRIED

(c) **Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1203, 2021**

- Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1203, 2021

4895-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Final readings to the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1203, 2021.

CARRIED

(d) **Cultus Lake Park Levying of Rates Bylaw No. 1204, 2021**

- Report dated December 15, 2021 from Erica Lee, Chief Financial Officer
- Cultus Lake Park Levying of Rates Bylaw No.1204, 2021

4896-21 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give First, Second and Third readings to Bylaw No. 1204, 2021 cited as the 2022 Levying of Rates Bylaw.

CARRIED

(e) **Cultus Lake Park Sunnyside Campground Bylaw No. 1205, 2021**

- Report dated December 15, 2021 from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Sunnyside Campground Bylaw No. 1205, 2021
- Redline version Sunnyside Campground Bylaw

4897-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board give First, Second and Third readings to the Cultus Lake Park Sunnyside Campground Bylaw No. 1205, 2021.

CARRIED

(f) **Cultus Lake Park 2021 - 2025 Financial Plan Amendment Bylaw No. 1206, 2021**

- Report dated December 15, 2021 from Erica Lee, Chief Financial Office
- Cultus Lake Park 2021 - 2025 Financial Plan Amendment Bylaw No. 1206, 2021
- Schedule A
- Schedule B
- Schedule C

4898-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board give First, Second and Third readings to the Cultus Lake Park 2021 - 2025 Financial Plan Amendment Bylaw No. 1206, 2021.

CARRIED

(g) **Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1207, 2021**

- Report dated December 15, 2021 from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1207, 2021

4899-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give First, Second, and Third readings to the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1207, 2021.

CARRIED

(12) STAFF REPORTS

(a) **November 2021, Flooding Event and Recovery**

- Report dated December 15, 2021 from Joe Lamb, Chief Administrative Officer
- Attachment 1 – Timeline

4900-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board receive the November 2021 Flooding Event and Recovery report for information.

CARRIED

(13) COMMISSIONERS REPORTS

(a) **Appointments of Chair and Vice Chair to Standing and Select Committees**

- Report dated December 15, 2021 from Cultus Lake Park Board Chair
- Terms of Reference Commercial Leaseholder Committee
- Terms of Reference Community Events and Engagement Committee
- Terms of Reference Village Center Planning and Development Committee
- Terms of Reference Environmental and Public Area's Planning Committee
- Committee Application
- Board Committee System Policy

4901-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board approve the following Standing, Select and External Committees and the appointments of the Chair and Vice Chair for the following Committees as follows:

Commercial Leaseholder Committee (Standing)

Chair – Commissioner Smit

Vice Chair - Commissioner Payeur

2 appointed members of the Commercial Leaseholders

Community Events and Engagement Committee (Select)

Chair – Commissioner Dzaman

Vice Chair - Community member (to be appointed)

Village Center Planning and Development Committee (Select)

Chair - Commissioner Dzaman

Vice Chair – Commissioner Bauer

Environmental and Public Area's Planning Committee (Standing)

Chair – Commissioner Bauer

Vice Chair – Commissioner Payeur

Cultus Lake Stewardship Strategy (CLASS) (External)
Commissioner Bauer

Tourism Chilliwack (External)
Commissioner Bauer

Cultus Lake Community School (External)
Commissioner Payeur

THAT the Cultus Lake Park Board request that the Chief Administrative Officer post notice that the park is accepting applications for volunteer members to apply for membership to Standing or Select committees before the second week in January to be presented to the Board at the Regular Meeting on January 19, 2022.

CARRIED

(b) **Small Mouth Bass Research**

- Report dated December 15, 2021 from Commissioner Bauer, Chair, Environmental and Public Areas Planning Committee

4902-21 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board support the continuance of research in collaboration with the Cultus Lake Stewardship Society;

THAT the Cultus Lake Park Board endorse a contribution to the Cultus Lake Aquatic Stewardship Society in the amount of \$5,000; and

THAT the Cultus Lake Park Board approve releasing these funds from the Public Areas account to support this initiative.

CARRIED

(14) COMMUNITY ASSOCIATION

Question:

Colleen Rogozinski requested clarification with respect to the line item of buying Park land which was discussed by Erica Lee, Chief Financial Officer.

Chief Financial Officer, Erica Lee shared that in May of this year, the Cultus Lake Park Board directed staff to purchase property to keep for a short period of time and then sell.

Colleen Rogozinski inquired where this piece of park land was located.

Chief Administrative Officer, Joe Lamb clarified that this discussion was had during a closed meeting of the Cultus Lake Park Board due to the security and liability of the municipality. This was in relation to Park land that had encroachment between two lease lots to facility a proper transfer.

Colleen Rogozinski asked what the cost was to purchase the piece of Park land.

Chief Financial Officer, Erica Lee confirmed that it cost approximately \$66,000.

(15) PUBLIC QUESTION PERIOD

(16) ADJOURNMENT

4903-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

***THAT** the Regular Meeting of the Cultus Lake Park Board held on December 15, 2021 be adjourned at 5:43 pm.*

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held December 15, 2021.

David Renwick
Chair

Joe Lamb
Chief Administrative Officer