



CULTUS LAKE PARK BOARD SPECIAL REGULAR MEETING MINUTES

Wednesday, December 22, 2021
Cultus Lake Park Office Boardroom
4165 Columbia Valley Highway, Cultus Lake, BC

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

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 8:30 am.

(2) APPROVAL OF AGENDA

SP-4904-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board approve the Agenda for the Special Regular Meeting of December 22, 2021; and*

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

CARRIED

(3) 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

SP-4905-21 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

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

CARRIED

(4) 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

SP-4906-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

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

CARRIED

SP-4907-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

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

CARRIED

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

- Cultus Lake Park Levying of Rates Bylaw No.1204, 2021

SP-4908-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final reading to Bylaw No. 1204, 2021 cited as the 2022 Levying of Rates Bylaw.

CARRIED

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

- Sunnyside Campground Bylaw No. 1205, 2021
- Sunnyside Campground Administrative Policy

SP-4909-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Sunnyside Campground Bylaw No. 1205, 2021; and

THAT the Cultus Lake Park Board approve the Sunnyside Campground Administrative Policy.

CARRIED

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

- Cultus Lake Park 2021 - 2025 Financial Plan Amendment Bylaw No. 1206, 2021
- Schedule A
- Schedule B
- Schedule C

SP-4910-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final reading to 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**

- Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1207, 2021

SP-4911-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final reading to the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1207, 2021.

CARRIED

(5) STAFF REPORTS

(a) **Release of Closed Meeting Resolutions**

- Report dated December 22, 2021 from Joe Lamb, Chief Administrative Officer

SP-4912-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the following Closed Meeting Resolutions be released at the December 22, 2021 Special Regular Board meeting:

IC 4134-21

THAT the Cultus Lake Park Board approve the purchase of the encroachment area into 420 Maple Street, a total of 198 sq. ft or 11% at a cost of \$65,973.60 (as compensation to the current 420 Maple Street leaseholder).

IC 4135-21

THAT the Cultus Lake Park Board approve the funds for the purchase of the noted area be taken from the Land Reserve Fund.

IC 4136-21

THAT the Cultus Lake Park Board approve the Lease Transfer of 419 to the potential purchaser noted on the contract of sale, with condition that the purchasers acknowledge the encroachment

and that they agree to enter into an Encroachment Agreement (including all applicable costs associated) with the Cultus Lake Park Board.

IC 4137-21

***THAT** the Cultus Lake Park Board request that the Chief Administrative Officer enter into negotiations with the new leaseholders, once the Lease transfer is approved, with the offer to sell the total area 198 sq. ft or 11% (the encroachment) of 420 Maple Street.*

CARRIED

(6) COMMISSIONERS REPORTS

(7) COMMUNITY ASSOCIATION

(8) PUBLIC QUESTION PERIOD

Question:

Rita LeBlanc questioned why the sale of the piece of Park land was not done at a public meeting.

Chair Renwick explained that closed negotiations are dealt with in-camera to ensure a deal can be struck. Now that the deal has been concluded it can be released to the public.

Chief Administrative Officer, Joe Lamb added that the encroachment was identified to go back multiple years posing a liability to the Park resulting in the discussions being held in closed meetings until concluded.

(9) ADJOURNMENT

SP-4913-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Special Regular Meeting of the Cultus Lake Park Board held on December 22, 2021, be adjourned at 8:38 am.*

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held December 22, 2021.



David Renwick
Chair



Joe Lamb
Chief Administrative Officer