



## CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, FEBRUARY 16, 2022  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 Columbia Valley Highway, Cultus Lake, BC

**Present** Commissioner D. Renwick – Chair, Via Zoom  
Commissioner K. Dzaman – Vice Chair  
Commissioner D. Bauer - Via Zoom  
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 Corporate Services / Corporate Officer – R. Litchfield  
Communications, Media and Events Coordinator – A. Nadeau  
Manager of Sunnyside Campground & Accommodations – C. Volk

### Regrets

#### (1) CALL TO ORDER

The Chair called the meeting to order at 4:01 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) security of the property of the municipality;*

*Section 90 (1), (g) litigation or potential litigation affecting 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 5:01 pm.

#### (4) APPROVAL OF AGENDA

**4931-22** Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of February 16, 2022 by adding under Section 6, Correspondence, Items 6, (a), Letter from Coralee Towler, and Items 6, (b), Letter from Bob McCrea, Administrative Officer, Cultus Lake Business Association; and*

*By removing and replacing under Section 9, Staff Reports, Cultus Lake Park Sign Review - Signage Standardization Policy, Administrative Policy – Signage Standardization Policy; and*

*THAT the Cultus Lake Park Board approve the Agenda as amended.*

**CARRIED**

**(5) ADOPTION OF MINUTES**

4932-22 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held January 19, 2022.*

**CARRIED**

**(6) CORRESPONDENCE**

- (a) **Letter regarding Cultus Lake Zoning Bylaw and Cultus Lake Specified Area Bylaw Comparison**

- Letter dated February 14, 2022 from Coralee Towler, resident, Lakeshore Drive

4933-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive the letter regarding Cultus Lake Zoning Bylaw and Cultus Lake Specified Area Bylaw Comparison for information.*

**CARRIED**

- (b) **Cultus Lake Park Sign Review - Signage Standardization Policy** (see Staff Report, item 9,b Administrative Policy – Signage Standardization Policy)

- Letter dated February 15, 2022 from Bob McCrea, Administrative Officer, Cultus Lake Business Association

4934-22 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board receive the letter from Bob McCrea, Administrative Officer, Cultus Lake Business Association with respect to the Administrative Policy – Signage Standardization Policy.*

**CARRIED**

**(7) BYLAWS**

- (a) **The Cabins at Cultus Lake Park Bylaw No. 1208, 2022**

- The Cabins at Cultus Lake Park Bylaw No. 1208, 2022
- The Cabins at Cultus Lake Park Administrative Policy

4935-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board give Final reading to The Cabins at Cultus Lake Park Bylaw No. 1208, 2022.*

***THAT** the Cultus Lake Park Board approve The Cabins at Cultus Lake Park Administrative Policy.*

**CARRIED**

(b) **Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022**

- Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022

4936-22 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board give Final reading to the Cultus Lake Park Board Bylaw Notice Enforcement Bylaw Amendment No. 1140, 2019 Amendment Bylaw No. 1209, 2022.*

**CARRIED**

(c) **Comparison of the Cultus Lake Park Zoning Bylaw No. 1375, 2016 and the Cultus Lake Park Specified Area Bylaw 1994, and Amendments**

- Report dated February 16, 2022 from Joe Lamb, Chief Administrative Officer
- Cultus Lake Park Zoning Bylaw No. 1375, 2016
- Cultus Lake Park Specified Area Bylaw
- Specified Area Bylaw Amendment Bylaw No. 1035, 2012

4937-22 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board recommend staff write a formal request to the Fraser Valley Regional District to make the following amendments to Cultus Lake Park Zoning Bylaw No. 1375, 2016;*

(1) *Change the definition of "Grade", back to the definition from the Specified Area Bylaw 1994, to read:*

***"Grade"** means the lowest of the average existing level of finished ground adjoining each exterior wall of a building except that localized depressions such as for vehicle or pedestrian entrances need not be considered in the determination of average existing levels of finished ground.*

*R4 to also include the following parameters:*

- (a) *Maximum of two (2) stories plus roof above grade; and*
- (b) *Basement or crawl space below grade.*

**CARRIED**

(2) *R1-R4 – All Residential*

*Change sections 5.1.4.2, 5.2.4.2, 5.3.4.2 and 5.4.4.2 to include Handrails/guardrails for such balconies and stairs, must be of a 'see through type' by having a minimum of 70% openings and meet code requirements, as per Specified Area Bylaw 1994.*

**CARRIED**

- (3) *R3 – Waterfront Residential*  
*Have section 5.3.3.3 changed from 6.7m maximum two (2) stories plus basement or crawlspace and roof, back to the 5.8m maximum height as per Specified Area Bylaw 1994.*

**MOTION DEFEATED**

- (4) *R3 – Waterfront Residential Amended section 5.3.3.6 to have lease lots 106 – 186 First Avenue exempt from this clause.*

**CARRIED**

**(8) CONSENT AGENDA**

**Fourth Quarter Reports**

- Finance
- Parking
- Public Works
- Campground and Accommodations
- Bylaw Compliance and Enforcement
- Fire Department
- Lease Assignment

4938-22 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board receive the 2021 Fourth Quarter reports for information.*

**CARRIED**

**(9) STAFF REPORTS**

**(a) Office Closure – Lunch Break**

- ~~Report dated February 16, 2022 from Rachel Litchfield, Manager of Corporate Services / Corporate Officer~~

~~Moved by: Commissioner Seconded by: Commissioner~~

~~*THAT the Cultus Lake Park Board approve that the Cultus Lake Park office close for lunch breaks, Monday to Friday, Noon to 1 pm commencing April 1, 2022.*~~

Staff requested that this item be removed from the Agenda

**(b) Cultus Lake Park Sign Review - Signage Standardization Policy**

- Report dated February 16, 2022 from Amanda Nadeau, Communications, Media and Events Coordinator
- Administrative Policy – Signage Standardization Policy
- Signage Inventory
- Graphic Sign Index

4939-22 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board approve the Signage Standardization Policy.*

**CARRIED**

(c) **Vedder Mountain Bike Festival Special Event**

- Report dated February 16, 2022 from Amanda Nadeau, Communications, Media and Events Coordinator

4940-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board approve the Vedder Mountain Bike Festival Special Event to be held from Friday, May 13 to Sunday, May 15, 2022; and*

*THAT the Cultus Lake Park Board approve waiving parking fees for twenty-five volunteers for the duration of the three-day event.*

**CARRIED**

(d) **Cultus Lake Triathlon**

- Report dated February 16, 2022, from Amanda Nadeau, Communications, Media and Events Coordinator

4941-22 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board approve the Cultus Lake Triathlon event from September 15 – 19, 2022; and*

*THAT the Cultus Lake Park Board approve waiving parking fees for 15 volunteers for the duration of the event in parking lot A.*

**CARRIED**

**(9) COMMISSIONERS REPORTS**

Commissioner Dzaman noted that the Village Center Planning Committee had their first meeting and will be moving forward in the planning by using PlanCultus as their guide.

**(10) COMMUNITY ASSOCIATION**

**(11) PUBLIC QUESTION PERIOD**

Question:

Carrie Johnson, resident inquired whether the greenspaces were going to be addressed along First Avenue with respect to seeding. In addition, recommended that a path be created to protect grass from foot traffic through laneways.

Answer:

Staff confirmed that this area was going to be addressed and would take the path under advisement.

**(12) ADJOURNMENT**

4942-22 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

*THAT the Regular Meeting of the Cultus Lake Park Board held on February 16, 2022 be adjourned at 5:34 pm.*

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held February 16, 2022.



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David Renwick  
Chair



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Joe Lamb  
Chief Administrative Officer