



# CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JULY 20, 2022  
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  
Manager of Corporate Services / Corporate Officer – R. Litchfield  
Chief Financial Officer – E. Lee  
Manager of Park Operations – D. Driediger  
Manager of Sunnyside Campground & Accommodations – C. Volk  
Communications, Communications, Media and Events Coordinator – A. Nadeau  
Administrative Assistant – E. Dion

## Regrets

### (1) CALL TO ORDER

The Chair called the meeting to order at 4:30 pm.

### (2) RESOLUTION TO PROCEED TO CLOSED MEETING

5018-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***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.

**CARRIED**

### (3) RECONVENE

The Regular meeting reconvened at 5:03 pm.

### (4) APPROVAL OF AGENDA

5019-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT*** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of July 20, 2022; and

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

**CARRIED**

**(5) DELEGATION**

**Star Nation Canoe Club Presentation**

- Presentation by the Star Nation Canoe Club

Á'a:liya Warbus, Star Nation representative, arrived at 5:17 pm to present her delegation. She is a Star Nation member, which is family canoe club. She provided the history of canoeing in the region. She noted the group started 2017 and there are thirty (30) members which they support youth and elders from five (5) to seventy (70) years old. The group promotes health fitness and their cultural heritage.

Star Nation has been working with staff since 2017 to come up with options for placement and accessibility of their canoes.

5020-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur.

***THAT** the Cultus Lake Park Board request that staff to make a recommendation to the Board at the next meeting in regard to the request from Star Nation Canoe Club for a new location near or around Main Beach.*

**CARRIED**

**(6) ADOPTION OF MINUTES**

5021-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held June 15, 2022.*

**CARRIED**

**(7) ADOPTION OF COMMITTEE MINUTES**

5022-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (a) ***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 7, 2022.*

**CARRIED**

5023-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (b) ***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 14, 2022.*

**CARRIED**

5024-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (c) ***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 21, 2022.*

**CARRIED**

**(8) CORRESPONDENCE**

**(9) FINANCE**

**(10) BYLAWS**

**(11) STAFF REPORTS**

**(a) 2022-2023 Insurance Policy Renewal**

- Report dated July 20, 2022 by Erica Lee, Chief Financial Officer

5025-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

*THAT the Cultus Lake Park Board receive the report from the Chief Financial Officer regarding the 2022-2023 Insurance Policy Renewal.*

**CARRIED**

**(b) Appointment of Election Officials**

- Report dated July 20, 2022 by Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5026-22 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

*THAT the Cultus Lake Park Board appoint Amanda Nadeau, Communications, Media and Events Coordinator, Emma Dion, Administrative Assistant, Gabija Enns, Secretary Receptionist and Erica Lee, Chief Financial Officer as 2022 Election Officials to assist with the election process.*

**CARRIED**

**(c) Appointment of Bylaw Officers**

- Report dated July 20, 2022 by Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5027-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

*THAT the Cultus Lake Park Board appoint, Dave Driediger, Carly Volk, Lisa Bisschop, Katrina Craig, Rachel Litchfield, and Griffin Security members as Bylaw Enforcement Officers for Cultus Lake Park.*

**CARRIED**

**(d) ILWU Local Pensioner Picnic Special Event**

- Report dated July 20, 2022 by Amanda Nadeau, Communications, Events and Media Coordinator
- ILWU Local Pensioner Picnic Event Application
- ILWU Local Pensioner Picnic Event Map

5028-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board approve the ILWU Local 502 Pensioner's Picnic on Wednesday, August 10, 2022 from 8:00am to 5:00pm.*

**CARRIED**

(e) **Fraser Valley British Motor Club Picnic Special Event**

- Report dated July 20, 2022 by Amanda Nadeau, Communications, Events and Media Coordinator
- Fraser Valley British Motor Club Picnic Event Application

5029-22 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board approve the Fraser Valley British Motor Club Picnic to be held on Sunday, September 11, 2022, from 10:00 am to 3:00 pm.*

**CARRIED**

Commissioner Payeur recused himself from the meeting at 5:32 pm due to conflict of a interest and involvement in the event.

Commissioner Payeur reconvened the meeting at 5:34 pm.

**(12) COMMISSIONERS REPORTS**

Commissioner Payeur noted that a previous Chief Administrative Officer, Malcolm Shanks, had recently passed away. His involvement in the community was substantial and he was very fond of the lake.

Commissioner Dzaman noted that Cultus Lake Days was very successful and a fun day. He also wished to thank the community members who contributed their time to make this year's event a great success.

**(13) COMMUNITY ASSOCIATION**

Q: R. Leblanc, Community Association representative, inquired if there could be more signage up along the waterfront and parking areas for no smoking to educated that there is no smoking in Cultus Lake Park.

A: Chair Renwick requested that staff to look into this issue. He inquired if whether the signage is effective and whether there will be too many signs in the Park.

Commissioner Dzaman inquired if bylaw receives phone calls about smoking.

R. Litchfield, Manager of Corporate Services / Corporate Officer, noted that Security, Bylaw Enforcement and RCMP are enforcing by way of education, compliance and then enforcement. She noted that there will be "No Smoking" business cards to be distributed.

Chair Renwick noted that education is a part of helping prevent smoking in the park. He requested that staff look into the frequency of complains, enforcement protocols and its effectiveness and how we can improve this.

J. Lamb, Chief Administrative Officer, also noted that there is an ongoing review of the signage throughout the Park during fall and winter season. He noted that there were some suggestions from residents such as painting a symbol the docks rather than posting a sign to be more inconspicuous. He mentioned that signage is only effective as enforcement if enforcement measures are in place.

Chair Renwick inquired if there are any smoking areas.

Chief Administrative Officer, J. Lamb, responded that there are no approved smoking areas as per bylaw.

**(14) PUBLIC QUESTION PERIOD**

**(15) ADJOURNMENT**

5030-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Regular Meeting of the Cultus Lake Park Board held on July 20, 2022 be adjourned at 5:42 pm.*

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held July 20, 2022.



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David Renwick  
Chair



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Joe Lamb  
Chief Administrative Officer