



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, SEPTEMBER 21, 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
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 – J. Almeida
Manager of Sunnyside Campground & Accommodations – C. Volk
Administrative Assistant, Communications & Events 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

5042-22 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), (c) labour relations or other employee relations; and
Section 90 (1), (d) security of the property of the municipality.*

CARRIED

(3) RECONVENE

The meeting reconvened at 5:00 pm.

(4) APPROVAL OF AGENDA

5043-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board approve the amended Agenda for the Regular Meeting of September 21, 2022, by adding under Section 7 Correspondence, Item 7, (a) Letter dated September 14, 2022, from the Cultus Lake Community Association; and

THAT the Cultus Lake Park Board approve the Agenda as amended; and

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

CARRIED

(5) ADOPTION OF MINUTES

5044-22 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held August 17, 2022.

CARRIED

(6) ADOPTION OF COMMITTEE MINUTES

5045-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

(a) *THAT the Cultus Lake Park Board approve the Environmental and Public Areas Planning Committee Minutes from June 1, 2022.*

CARRIED

5046-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

(b) *THAT the Cultus Lake Park Board approve the Environmental and Public Areas Planning Committee Minutes from August 26, 2022.*

CARRIED

5047-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

(c) *THAT the Cultus Lake Park Board approve the Village Center Planning and Development Committee Minutes from May 27, 2022.*

CARRIED

5048-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

(d) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from July 25, 2022.*

CARRIED

Commissioner Bauer thanked the dedicated members of the Environmental and Public Areas Planning Committee, staff, and all volunteers, for the work done throughout their term. Commissioner Payeur seconded the statement.

Vice-Chair Dzaman noted the Village Center Planning and Development Committee members have been focused on a key piece of the future for the park. He noted his appreciation to the committee members who worked on this project throughout their term. Commissioner Bauer seconded the statement.

Vice-Chair Dzaman thanked the Community Events and Engagement Committee members and added that the committee worked on hosting events that were difficult to create during the pandemic for the enjoyment of the community. The committee spent many dedicated hours to

volunteer their time in planning these events and always look forward to bringing the community together.

(7) CORRESPONDENCE

(a) Request for Funding for All Candidates Meeting

- Letter dated September 14, 2022, from the Cultus Lake Community Association

5049-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board receive the information from the Cultus Lake Community Association.

CARRIED

Manager of Corporate Services / Corporate Officer, R. Litchfield noted that staff researched whether this request could be funded through the municipality. Staff corresponded with the City of Chilliwack and other resources, who noted that this was not advisable as it is deemed campaign financing.

Commissioner Bauer added that the timing of the All Candidates Meeting is not aligned as this is to be planned on the Advance Voting Day on October 5, 2022. The City of Chilliwack runs this event prior to the Advance Voting Day.

Vice-Chair Dzaman inquired whether a candidate could fund this event.

Chief Administrative Officer, J. Lamb stated that a candidate could fund this, and the municipal act notes that this is a questionable decision for the Cultus Lake Park Board to fund.

Chair Renwick thanked the Community Association for their efforts, however it would be inappropriate for the Board to approve this request.

(8) BYLAWS

(9) FINANCE

(10) STAFF REPORTS

(a) Application for the EcoAction Grant for Green Shores Project

- Report dated September 21, 2022, from Joe Lamb, Chief Administrative Officer

5050-22 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board request that staff pursue application opportunities for both Habitat Stewardship Program for Species at Risk and Nature Based projects; and

THAT upon approval of the grant(s), the Cultus Lake Park Board fund a \$50,000 contribution originally approved for the EcoAction Grant application from the 2022 budget allocated for foreshore erosion.

CARRIED

(b) **Award of External Audit Services – Two-Year Extension**

- Report dated September 21, 2022, from Erica Lee, Chief Financial Officer

5051-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board award a two-year extension, for the years 2022 and 2023, to KPMG LLP for performing audit services for Cultus Lake Park.

CARRIED

Chair Renwick noted that KPMG has provided great service for the park and is always professional. He added that it may be recommended for staff to put this out to tender in the future.

(c) **Board Remuneration Review - Comparators**

- Report dated September 21, 2022, from Erica Lee, Chief Financial Officer
- Attachment 1; Commissioners Remuneration Bylaw No. 1163, 2019 Amendment Bylaw No. 1172, 2020
- Attachment 2; Cultus Lake Park Elected Officials Compensation Review 2019
- Attachment 3; Comparator Municipalities

5052-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board approve the following list of comparator municipalities to be used to complete a detailed comparative analysis of remuneration for Board Commissioners, the Chair and Vice-Chair:

- | | | |
|-------------------------|-----------------------|---------------|
| 1. Banff | 7. Lillooet | 13. Tofino |
| 2. Belcarra | 8. Pemberton | 14. Ucluelet |
| 3. Harrison Hot Springs | 9. Radium Hot Springs | 15. Valemount |
| 4. Invermere | 10. Rossland | |
| 5. Jasper | 11. Sicamous | |
| 6. Keremeos | 12. Sun Peaks | |

CARRIED

Commissioner Bauer inquired whether the Vancouver Parks Board was considered.

Chair Renwick noted that it is not a municipality, and it is important to review comparable communities with respect to use of the park.

(11) REPORTS BY COMMISSIONERS

(a) **Verbal Report from Commissioner Payeur**

Commissioner Payeur thanked staff for facilitating the use of ten (10) folding tables from the Community Hall for the Welcome Back Barbeque hosted by the Cultus Lake Community School Association Board.

(b) **Verbal Report from Commissioner Smit**

Commissioner Smit thanked the members of the Commercial Leaseholder Committee for their participation and efforts throughout the year.

(c) **Verbal Report from Chair Renwick**

Chair Renwick welcomed Joe Almeida as the newly hired Manager of Park Operations, and congratulated Amanda Nadeau on her recent promotion to Administrative Assistant, Communications & Events Coordinator.

(d) **Verbal Report from Vice-Chair Dzaman**

Vice-Chair Dzaman thanked staff for the efforts to organize the totem pole ceremony on Tuesday, September 20, 2022, to commemorate the late Chief Richard Malloway. He noted that the ceremony welcomed extended family and surrounding First Nations communities to celebrate and connect. He added that the relationship with First Nations is important to move forward as our communities share the same land.

(12) COMMUNITY ASSOCIATION

All Candidates Meeting will be held on Wednesday, October 5, 2022, at the Cultus Lake Community School. The Cultus Lake Community Association provide candidates with three initial questions to prepare for prior to the meeting. The floor will be open to the public following each candidates two-minute introduction.

(13) PUBLIC QUESTION PERIOD

No public questions.

(14) ADJOURNMENT

5053-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Regular Meeting of the Cultus Lake Park Board held on September 21, 2022, be adjourned at 5:25 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held September 21, 2022.



David Renwick
Chair



Joe Lamb
Chief Administrative Officer