



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, APRIL 19, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Commissioner K. Dzaman – Chair
Commissioner J. Beesley – Vice Chair
Commissioner D. Bauer
Commissioner E. Jartved
Commissioner T. Moul

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
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

Regrets Manager of Sunnyside Campground & Accommodations – C. Volk

(1) CALL TO ORDER

The Chair called the meeting to order at 5:30 pm and acknowledged that we are gathered here on the unceded traditional territory of the Th'ewa'li First Nations.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

5158-23 Moved by: Commissioner Jartved Seconded by: Commissioner Bauer

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; and

Section 90 (1), (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at the 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.

CARRIED

(3) RECONVENE

The meeting reconvened at 7:04 pm.

(4) APPROVAL OF AGENDA

5159-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

- (a) *THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of April 19, 2023; and*

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

CARRIED

(5) ADOPTION OF MINUTES

5160-23 Moved by: Commissioner Bauer Seconded by: Commissioner Beesley

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held March 15, 2023.*

CARRIED

(6) ADOPTION OF COMMITTEE MINUTES

5161-23 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (a) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from February 22, 2023.*

CARRIED

(7) CORRESPONDENCE

- (a) **Columbia Valley Highway Sweeping**

- Attachment 1; Email dated March 23, 2023, from Darcy Bauer, resident, regarding cleaning of road surfaces along Columbia Valley Highway
- Attachment 2; Email dated March 23, 2023, from Taryn Dixon, Area H Director, regarding cleaning of road surfaces along Columbia Valley Highway

5162-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board receive the emails from Darcy Bauer, resident and Taryn Dixon, Area H Director regarding cleaning of road surfaces along Columbia Valley Highway.

THAT the Cultus Lake Park Board direct staff to draft a letter in support of requesting cleaning of roadways along Columbia Valley Highway and review the environmental impact with MOTI, FVRD, City of Chilliwack, DFO and the Minister of Environment.

CARRIED

(8) BYLAWS

(a) **Cultus Lake Park Bylaw Revision and Consolidation Authority Bylaw No. 1228, 2023**

- Attachment 1; Cultus Lake Park Bylaw Revision and Consolidation Authority Bylaw No. 1228, 2023

5163-23 Moved by: Commissioner Bauer Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board give Final Reading of Cultus Lake Park Bylaw Revision and Consolidation Authority Bylaw No. 1228, 2023.

CARRIED

(b) **Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1190, 2021, Amendment Bylaw No. 1229, 2023**

- Attachment 1; Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1190, 2021, Amendment Bylaw No. 1229, 2023

5164-23 Moved by: Commissioner Beesley Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board give Final Reading of Cultus Lake Park Parking and Traffic Regulations Bylaw No. 1190, 2021, Amendment Bylaw No. 1229, 2023.

CARRIED

(c) **2023-2027 Five Year Financial Plan Amendment**

- Report dated April 19, 2023, from Erica Lee, Chief Financial Officer
- Attachment 1; 2023-2027 Five Year Financial Plan Amendment Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023
- Attachment 2; Schedule A
- Attachment 3; Schedule B
- Attachment 4; Schedule C

5165-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board give First, Second and Third Readings of Cultus Lake Park 2023-2027 Five Year Financial Plan Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023.

CARRIED

(9) REPORTS BY STAFF

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

- Report dated April 19, 2023, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5166-23 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the following Closed Meeting Resolution be released at the April 19, 2023, Regular Board Meeting:

March 15, 2023
IC 4997-23

THAT the Cultus Lake Park Board receive the Contract Award Update for RFQ#01.2023 – The Cultus Lake Park 4x2 (Non CDL) Garbage Truck Procurement Report for information.

CARRIED

(b) **Short-Term Rental Enforcement Improvements**

- Report dated April 19, 2023, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5167-23 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board approve a pilot project for services of a Part-time Bylaw Enforcement Officer to manage the Short-term Rental operations from April to September of 2023 at cost of \$18,000 to be funded from the Protective Services budget.

THAT the Cultus Lake Park Board approve a pilot project for the contracting of dispatch services with Griffin Security from May to September of 2023 to assist with evening calls related to bylaw/security at a cost of \$16,900 to be funded from the Accumulated Surplus Fund.

THAT the Cultus Lake Park Board approve the changes provided in the report and request that staff provide the Board with a seasonal follow-up report at the September Board Meeting.

CARRIED

(c) **Pickleball Court Signage**

- Report dated April 19, 2023, from Joe Almeida, Manager of Park Operations
- Attachment 1; Draft Pickleball Court sign

5168-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve the proposed pickleball court signage and direct staff to install the signage in an appropriate location.

CARRIED

(d) **Water Sports Festival Special Event**

- Report dated April 19, 2023, from Amanda Nadeau, Administrative Assistant, Communications & Events Coordinator
- Attachment 1; Event Organizer Letter to the Board
- Attachment 2; Water Sports Festival Special Event Application
- Attachment 3; Water Sports Festival Event Map

5169-23 Moved by: Commissioner Bauer Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board approve the Cultus Lake Water Sports Festival to be held on Friday, June 2 to Sunday, June 4, 2023;

THAT the participant and volunteer parking fees in Lot A and B for the duration of the Cultus Lake Water Sports Festival on Friday, June 2 to Sunday, June 4, 2023, be waived;

THAT the Cultus Lake Water Sports Festival organizers be permitted to collect parking fees at Lot A and B (to offset expenses) for the duration of the event from Friday, June 2 to Sunday, June 4, 2023;

THAT the requirement for the \$1,000 security deposit for the Cultus Lake Water Sports Festival be reduced to \$500;

THAT the Special Event Application fee of \$100 for the Cultus Lake Water Sports Festival be waived;

THAT the Special Event Rental Fees of \$1,500 for the Cultus Lake Water Sports Festival be waived;

THAT the Swim Line Removal and Replacement fee of \$500 for the Cultus Lake Water Sports Festival be waived;

THAT the Garbage Bin and Admin fees for the Cultus Lake Water Sports Festival be waived;

THAT food vendors be permitted at the Cultus Lake Water Sports Festival (names of vendors to be provided one week prior to the event);

THAT food vendor fees of \$100 per vendor per day for the Cultus Lake Water Sports Festival be waived;

THAT participants of the Water Sports Festival be permitted to camp at Main Beach for the duration of the event;

THAT the portable toilets fees for the Cultus Lake Water Sports Festival be waived; and

THAT Cultus Lake Park provides the Cultus Lake Water Sports Festival with all funds received in meters in Parking Lot A and B from Friday, June 2 to Sunday, June 4, 2023 (to offset expenses).

CARRIED

(e) **Cultus Lake Triathlon Special Event**

- Report dated April 19, 2023, from Amanda Nadeau, Administrative Assistant, Communications & Events Coordinator
- Attachment 1; Event Organizer Letter to the Board
- Attachment 2; Cultus Lake Triathlon Event Application
- Attachment 3; Cultus Lake Triathlon Event Route Maps
- Attachment 4; Cultus Lake Triathlon Site Map

5170-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve the Cultus Lake Triathlon special event from September 14 to 18, 2023;

THAT the Cultus Lake Park Board permit 10 operational and equipment storage trailers to park overnight for the duration of the event in Parking Lot B;

THAT the Cultus Lake Park Board permit one vehicle to park overnight on the lower access roadway at Main Beach for security purposes for the duration of the event; and

THAT the Cultus Lake Park Board approve waiving parking fees for fifteen volunteers, ten storage trailers and one security vehicle for the duration of the event.

CARRIED

(f) **Lions Club Cultus Lake Fishing Derby Special Event**

- Report dated April 19, 2023, from Amanda Nadeau, Administrative Assistant, Communications & Events Coordinator
- Attachment 1; Lions Cultus Lake Fishing Derby Special Event Application

5171-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve the Lions Cultus Lake Fishing Derby to be held on Saturday, June 17, 2023;

THAT the Cultus Lake Park Board waive the parking fees in Parking Lot A for up to 50 participants for the entire day if they park in the lot prior to 9:00 am on Saturday, June 17, 2023; and

THAT the Cultus Lake Park Board permit one small van to park and camp on Main Beach on the sand near Gazebo B from 9:00 pm on June 16, 2023, to 4:00 pm on June 17, 2023, for security purposes.

CARRIED

(g) **Indigenous Paddle Day Special Event**

- Report dated April 19, 2023, from Amanda Nadeau, Administrative Assistant, Communications & Events Coordinator
- Attachment 1; Indigenous Paddle Day Special Event Application

5172-23 Moved by: Commissioner Bauer Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board approve the Indigenous Paddle Day special event to be held on Wednesday, June 21, 2023;

THAT the Cultus Lake Park Board permit the Chilliwack Centre of Excellence Paddling Club to install the inflatable stand up paddle board polo kit within the swim lines at Main Beach for event participants and club members use from 8:00 am to 6:00 pm;

THAT the Special Event Application fee of \$100 for the Indigenous Paddle Day be waived;

THAT the Gazebo Rental fee of \$290 for the Indigenous Paddle Day be waived;

THAT the Refundable Security Deposit of \$1000 for the Indigenous Paddle Day be waived;

THAT the Cultus Lake Park Board waive the parking fees in Parking Lot A for two school buses and six volunteer vehicles from 9:00 am to 2:00 pm on Wednesday, June 21, 2023; and

***THAT** the Cultus Lake Park Board permit two vehicles to park on Main Beach on the sand near Gazebo B from 8:00 am to 6:00 pm for the delivery and removal of the inflatable stand up paddle board polo kit.*

CARRIED

(10) REPORTS BY COMMISSIONERS

(a) **Meet the Protectors – Tourism Chilliwack**

- Report dated April 19, 2023, from John Beesley, Vice Chair
- Attachment 1; Letter from Tourism Chilliwack

5173-23 Moved by: Commissioner Beesley Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the Steve Clegg: Meet the Protectors special event to be held on Saturday, June 24, 2023, as part of the Cultus Lake Day special event.*

CARRIED

(b) **Verbal Report from Chair Kirk Dzaman**

Chair Dzaman noted that members of the Board and staff met with Soowahlie First Nation prior to their election. He noted that the Board is pleased to continue developing the relationship with Soowahlie First Nation and extended congratulations to Chief Brenda Wallace, Councillor Darrell Commodore Jr., Councillor Marcella Commodore, and Councillor Tanya Commodore on their re-election.

(11) COMMUNITY ASSOCIATION

C. Rogozinski, representative of the Community Association, inquired into the status of the sewer. In addition, noted the congestion that seemed to be caused by the opening of the Adventure Park during March Break and inquired if there would be any changes to the traffic flow prior to peak season. She inquired into whether the Board has consideration to amalgamating the various First Nation's canoes to a singular storage area.

Staff noted that the sewer contract has been awarded to a general contractor, and they are in the process of reviewing quotes and the design to ensure the best plant is constructed.

The Board noted that there are some restrictions for the area that the Board is not permitted to construct to improve traffic flow. The Board noted that the review of traffic flow and assets is part of future planning for the park and would be noted during public consultation for the Village Center Development.

The Board noted that following direction provided to staff at a prior meeting, a review of storage for non-motorized watercrafts is currently being conducted to assess a plan to encompass each user group.

(12) PUBLIC QUESTION PERIOD

L. Shears, resident, inquired if the statement on the pickleball signage which speaks to the park being self-sustainable would be placed on all signs. She inquired if the new dispatch phone number for Bylaw support can be posted on the community boards.

Staff noted that the self-sustainable statement is already in place on any sign that it is appropriate to show. Staff noted that the dispatch phone number for Bylaw support will be added to the civic app as well as the community boards as requested.

C. Rogozinski, resident, inquired if the Short-term Rental dispatch will be available 24/7. She inquired if there would be a notice to residents once the dispatch phone number is implemented.

Staff noted that bylaw should be contacted during the day and the other number should be utilized at night for dispatch. Staff noted that this should provide 24/7 service for residents. Staff noted that the policy will be updated to reflect these changes and a notice will be posted for residents.

B. Shears, resident, inquired if the app is being provided to security or if residents should only phone the new number after hours. He inquired into a plan to remove the two (2) trees currently in Sweltzer Creek.

Staff noted that security will be provided with full access to the app, so they can respond accordingly. Staff noted that phoning the dispatch number will address issues overnight in real time and the app would simply track the event after hours for staff to follow up on the next day. Staff noted that this is a pilot program with the goal to collect the measurable data and carry out enforcement to completion.

Staff noted that the report was received with respect to the two (2) trees and noted that the trees will be left in place to monitor if they become an issue. Staff noted that the trees have likely become fish bearing habitats and have been recommended to leave them in place. Staff will review the cedar tree specifically to ensure there are no hazards.

J. Beesley, Vice Chair, inquired into the status of the concrete pouring of new docks.

Staff noted that this was postponed due to weather and that this should be completed prior to the May long weekend.

(13) ADJOURNMENT

5174-23 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Regular Meeting of the Cultus Lake Park Board held on April 19, 2023, be adjourned at 8:27 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held April 19, 2023.



Kirk Dzaman
Chair



Joe Lamb
Chief Administrative Officer