



## CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, MAY 17, 2023  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

**Present** Commissioner K. Dzaman – Chair  
Commissioner J. Beesley – Vice Chair – Via Zoom  
Commissioner E. Jartved

**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

**Regrets** Commissioner T. Moul  
Commissioner D. Bauer

### (1) CALL TO ORDER

The Chair called the meeting to order at 4:29 pm.

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

5175-23 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), (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

**CARRIED**

### (3) RECONVENE

The meeting reconvened at 7:02 pm and acknowledged that we are gathered here on the unceded traditional territory of the Th'ewa':li First Nations.

### (4) APPROVAL OF AGENDA

5176-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

(a) ***THAT*** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of May 17, 2023, by removing and replacing under Section 5 – Delegation, Item 5, (a) 2022

*DRAFT Financial Statements, report dated May 17, 2023, from Erica Lee, Chief Financial Officer; and*

*By adding under Section 10 – Consent Agenda, Item 10 (a) 2023 First Quarter Report, Finance, 2023 Financial Report; 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) DELEGATION**

**(a) 2022 DRAFT Financial Statements**

- Report dated May 17, 2023, from Erica Lee, Chief Financial Officer
- Attachment 1; 2022 DRAFT Financial Statements
- Sean Reid, KPMG, regarding the 2022 Audit Financial Statements

5177-23 Moved by: Commissioner Jartved Moved by: Commissioner Beesley

*THAT the report from the Chief Financial Officer regarding the 2022 DRAFT Financial Statements be received; and*

*THAT the 2022 Financial Statements be approved.*

**CARRIED**

The delegation began at 7:04 pm.

Sean Reid, KPMG, reviewed the 2022 Financial Statements.

The Chair thanked Sean Reid and noted that there was one (1) recategorization during the audit and nothing additional noteworthy to report.

**(b) Sudden Impact Paddling Club Possible Parking Solutions – Jonathan Willcocks, Commodore, SIPC**

- Attachment 1; Letter dated May 5, 2023, from Jonathan Willcocks, Commodore, SIPC, regarding possible parking solutions
- Attachment 2; Photos of potential extra parking areas

The delegation began at 7:07 pm.

Jonathan Willcocks, Commodore, SIPC, presented current challenges with respect to parking for the membership and some potential opportunities to provide additional parking within Sunnyside Campground.

The Board inquired if all four (4) clubs are looking for the same parking spots and sought clarity around the current parking restrictions and limitations regarding the paddle pass. The Board inquired into whether the SIPC had a licence for their paddling club.

J. Willcocks, Commodore, SIPC, noted that multiple user groups utilize this area at the same

time and noted that he provides additional parking on his personal residence for members. He noted that the pass is valid for the East side of Parking Lot C, as well is valid in Parking Lot A and B, however these two (2) lots are far from the practice area. He noted that the SIPC does currently have a licence, however noted that another group has parking stalls with their licence agreement.

Staff noted that there are currently 117 active paddle passes.

The Board thanked J. Willcocks for his presentation and noted the Board's intent to support non-motorized users and address capacity issues with many user groups in this area.

The delegation ended at 7:29 pm.

**(6) ADOPTION OF MINUTES**

5178-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (a) ***THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held April 19, 2023.***

**CARRIED**

**(7) ADOPTION OF COMMITTEE MINUTES**

5179-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (a) ***THAT the Cultus Lake Park Board approve the Environmental and Public Area's Planning Committee Meeting Minutes from February 13, 2023.***

**CARRIED**

5180-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

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

**CARRIED**

5181-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from April 14, 2023.***

**CARRIED**

**(8) CORRESPONDENCE**

**(9) BYLAWS**

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

- Attachment 1; 2023-2027 Five Year Financial Plan Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023
- Attachment 2; Schedule A

- Attachment 3; Schedule B
- Attachment 4; Schedule C

5182-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

*THAT the Cultus Lake Park Board give Final Reading of Cultus Lake Park 2023-2027 Five Year Financial Plan Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023.*

**CARRIED**

**(10) CONSENT AGENDA**

(a) **2023 First Quarter Reports**

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

5183-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

*THAT the Cultus Lake Park Board receive the 2023 First Quarter reports for information.*

**CARRIED**

**(11) REPORTS BY STAFF**

(a) **Urban Systems' Village Center Plan Survey Results and Proposed Community Open House Engagement Session**

- Report dated May 17, 2023, from Joe Lamb, Chief Administrative Officer
- Attachment 1; Urban Systems' Cultus Lake Park Survey Analysis Report

5184-23 Moved by: Commissioner Beesley Seconded by: Commissioner Jartved

*THAT the Cultus Lake Park Board receive the Urban Systems' Village Centre Plan survey results for information;*

*THAT the Cultus Lake Park Board request that staff post the Urban System's Village Centre Plan survey results on the Cultus Lake Park website; and*

*THAT the Cultus Lake Park Board approve the Cultus Lake Park Village Centre Plan Community Open House to be held on Tuesday, June 20, 2023, from 5:00 pm to 8:00 pm at the Cultus Lake Community School.*

**CARRIED**

The Board noted their encouragement for the public to participate in the various engagement sessions that will be hosted as part of this process and highlighted the level of responses to the survey was positive.

(b) **Dock Repair and Replacement Final Completion Update**

- Report dated May 17, 2023, from Joe Almeida, Manager of Park Operations
- Attachment 1; Cultus Lake Park Dock Replacement Map

5185-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Cultus Lake Park Board receive the Dock Repair and Replacement Final Completion Update for information.*

**CARRIED**

The Board inquired into whether the residential and public docks were covered by the same insurance and inquired into the average cost to replace a single dock. The Board inquired into the current status of insurance for docks.

Staff noted that all docks noted in the report were replaced and paid for by insurance. Staff noted that in general, a standard dock costs approximately \$81,000 - \$101,000 as of 2022, and noted that there would likely be an additional six (6) to ten (10) percent in addition due to current inflation. Staff noted an error in the report, as it should have stated twenty-two (22) total docks were replaced. Staff noted that they are currently seeking insurance for the newly replaced docks and currently cannot get insurance for the remaining wood docks.

**(12) REPORTS BY COMMISSIONERS**

(a) **Party in the Plaza Special Event**

- Report dated May 17, 2023, from Commissioner Jartved

5186-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Party in the Plaza special event to be held on Friday, August 11, 2023, from 7:00 pm to 10:00 pm in the Plaza.*

**CARRIED**

The Board thanked the committee for their time and efforts to plan and host all the community events.

(b) **Movie Night in the Park Special Event**

5187-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, July 7, 2023, at sunset, weather permitting.*

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, July 21, 2023, at sunset, weather permitting.*

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, August 4, 2023, at sunset, weather permitting.*

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, August 18, 2023, at sunset, weather permitting.*

**CARRIED**

**(13) COMMUNITY ASSOCIATION**

C. Rogozinski, representative of the Community Association, inquired into the status of the sewer and inquired into where funding is being received from for the project. She extended her appreciation to everyone who participated in the garage sale and confirmed there were no bylaw issues reported. She noted a community concern regarding multiple issues on the previous weekend with respect to intoxicated individuals, medical emergencies, and public urination. She noted that Bylaw Enforcement was called for multiple issues, however to her knowledge, Bylaw did not respond to those reports as they may have been dealing with other issues. She inquired into the direction that the Board will be providing staff to mitigate these issues moving forward.

A resident noted her experience and concerns from the previous weekend regarding public intoxication and inappropriate behavior throughout public areas.

Staff noted that the Fraser Valley Regional District (FVRD) Board Meeting Agenda for May 18, 2023, will include a detailed update on the sewer project. The FVRD staff are requesting the Board to approve additional funding for the sewer, and if approved, the project will commence July 2023. Staff noted the additional grant was provided for all the FVRD. Staff noted that RCMP's contract begins on May 19, 2023, and that they are confident in the proactive mitigation strategy currently in place to manage Bylaw issues within the residential and public areas. Staff added that the new live dispatch service will go live on May 19<sup>th</sup>, and the entire seasonal team is scheduled to begin for the long weekend. Staff will continue to monitor these issues moving forward.

The Board noted they are aware of the issues from the weekend as they receive correspondence from the community and staff. The Board is aware that summer staffing was not implemented at this time as warmer weather began earlier than in previous years and noted that staff continue to focus on ways to see improvement. The Board noted that the increased Bylaw and RCMP support starting the long weekend will convey the message that this behaviour is not acceptable and that the park has zero tolerance for alcohol consumption in public areas.

**(14) PUBLIC QUESTION PERIOD**

S. Marks, owner of the Cultus Lake Marina, discussed the parking challenges at the Marina with the multiple paddle club user groups. He noted that staff issued a notice to paddle groups, however in his opinion, stated the message could be improved to convey to contractual relationship between the park and Marina. He noted his support of the paddle club's request to have access to additional parking and noted that this would likely alleviate current challenges. He reviewed the current contract details surrounding the Marina's use and management of Parking Lot C.

The Board thanked S. Marks for bringing this forward and recommended that he communicate with staff to improve the message sent out to paddle groups. The Board and staff will continue through the planned process to address parking in this area with all non-motorized user groups.

C. Rogozinski, resident, inquired into what is classified as a residential dock.

Staff clarified that all docks within the foreshore are public docks and noted that residential docks noted in the report are to make a distinction between those that are only accessible from residential areas.

K. Kirsten, resident, noted his request to see a staff report on how the paddle passes affects the budget. He noted that he is hoping the RCMP are able to provide additional support on the docks this year.

Staff noted that they can email K. Kirsten the restrictions and details of the paddle passes. Staff noted that further review of the paddle passes is recommended. Staff noted that the passes are valid in Parking Lot A and B, however it appears that the highest use of the passes is in Parking Lot C.

G. Mervin, Sunnyside Seasonal camper, inquired into why seasonal campers do not have any representation to bring issues forward to the Board. He noted that in his opinion, this may be a staffing challenge, as he identified a decline in maintenance in the campground. He recommended implementing an additional process to assist with maintenance in the campground area specifically.

The Board thanked G. Mervin and noted that they value all customers of Sunnyside Campground. The Board noted the recommendation to bring concerns directly to staff. The Board is looking at the full scope of the park for all user groups / customers and noted that there is good momentum moving this focus in the right direction. The Board noted that the park has seen improvements over the years and added that many resources are utilized to prepare for the opening of the Campground as the Board and staff understand the importance of preparing for this user group.

**(15) ADJOURNMENT**

5188-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Regular Meeting of the Cultus Lake Park Board held on May 17, 2023, be adjourned at 8:33 pm.*

**CARRIED**

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held May 17, 2023.



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Kirk Dzaman  
Chair



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Joe Lamb  
Chief Administrative Officer