



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, MAY 21, 2025
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

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

Staff Chief Administrative Officer – J. Lamb
Manager of Corporate Services / Corporate Officer – R. Litchfield
Chief Financial Officer – E. Lee
Manager of Park Operations – T. McKay
Manager of Sunnyside Campground & Accommodations – C. Volk
Administrative Assistant, Communications & Events Coordinator – H. Hill
Administrative Clerk and Communications Coordinator – C. Baker

(1) CALL TO ORDER

The Chair called the meeting to order at 7:03 pm and acknowledged that we are gathered here today on the traditional, ancestral and unceded territory of the Th'ewa':li First Nations. We are grateful for the hospitality to live, work and play on these lands.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

5599-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

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 municipality 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.

CARRIED

(3) RECONVENE

(4) APPROVAL OF AGENDA

5600-25 Moved by: Commissioner Bauer Seconded by: Commissioner Jartved

- (a) ***THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of May 21, 2025; and***

CARRIED

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

CARRIED

(5) DELEGATION

- (a) **2024 DRAFT Financial Statement Presented by KPMG**

- Report dated May 21, 2025, from Erica Lee, Chief Financial Officer
- Presentation by Sean Reid, CPA, CA, Partner, KPMG Private Enterprise

5601-25 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board receive the report from Chief Financial Officer regarding the 2024 DRAFT Financial Statements; and

THAT the Cultus Lake Park Board approve the 2024 Financial Statements and Audit Findings Report.

CARRIED

Delegate Sean Reid, CPA, CA, Partner, KPMG Private Enterprise arrived at 7:00 pm and presented the 2024 Financial Statements and audit findings.

S. Reid, KPMG, provided an overview of the Audit Findings report and 2024 Financial Statements.

The Board thanked Mr. Reid for his presentation.

The delegate left at 7:07 pm

(6) ADOPTION OF MINUTES

5602-25 Moved by: Commissioner Beesley Seconded by: Commissioner Jartved

- (a) ***THAT the Cultus Lake Park Board adopt the Minutes of the Regular Meeting held April 16, 2025.***

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

5603-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (a) ***THAT the Cultus Lake Park Board approve the Village Center Planning and Development Committee Meeting Minutes from February 21, 2025.***

CARRIED

5604-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (b) ***THAT the Cultus Lake Park Board approve the Village Center Planning and Development Committee Meeting Minutes from March 28, 2025.***

CARRIED

5605-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from February 11, 2025.***

CARRIED

5606-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (d) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from March 13, 2025.***

CARRIED

5607-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (e) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from April 8, 2025.***

CARRIED

(8) CORRESPONDENCE

- (a) **Letter of Request - Environmental and Public Area's Planning Committee**
- Email dated May 8, 2025, from Dave Clyne on Behalf of Various Lakeshore Drive Residents

5608-25 Move by: Commissioner Moul Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board refer the information to the Environmental and Public Area's Planning Committee for comments and feedback.

CARRIED

(b) **Email Request for Support Regarding Flood Risk to Frost Creek and Blue Creek from Washington State Logging Activities**

- Email dated April 30, 2025, from M. Lamont, Principal Wildlife Biologist, Terra Fauna Wildlife Consulting, Inc.
- Attachment 2; Letter dated April 28, 2025, from L. Halls, Deputy Minister, Ministry of Water, Land and Resource Stewardship

5609-25 Move by: Commissioner Moul Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board request staff to prepare a letter of support for Mr. Lamont with respect to the impacts at Frost Creek and Blue Creek due to the logging in Washington State.*

CARRIED

(9) **BYLAWS**

(a) **2025-2029 Five-Year Financial Plan Amendment**

- 2025-2029 Five-Year Financial Plan Bylaw No. 1244, 2024, Amendment Bylaw No. 1257, 2025
- Attachment 1; Schedule A – 2025 Financial Plan
- Attachment 2; Schedule B – 2025-2029 Financial Plan
- Attachment 3; Schedule C – 2025 Financial Plan, Summary of Changes

5610-25 Moved by: Commissioner Beesley Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board give Final Reading of Cultus Lake Park 2025-2029 Five-Year Financial Plan Bylaw No. 1244, 2024, Amendment Bylaw No. 1257, 2025.*

CARRIED

(10) **CONSENT AGENDA**

(a) **2025 First Quarter Reports**

- Finance
- Parking Lot Revenue
- Bylaw Compliance and Enforcement
- Public Works
- Sunnyside Campground and Accommodations
- Fire Department
- Lease Assignment
- Parking Fee Waivers

5611-25 Move by: Commissioner Jartved Seconded by: Commissioner Moul

***THAT** the Cultus Lake Park Board receive the 2025 First Quarter reports for information.*

CARRIED

(11) REPORTS BY STAFF

(a) CLASS Request for Funding

- Report dated May 21, 2025, from Erica Lee, Chief Financial Officer
- Attachment 1, Letter dated March 18, 2025, from Dave Clyne, Chair, Cultus Lake Stewardship Society

5612-25 Moved by: Commissioner Bauer Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board receive the letter from CLASS for information; and*

***THAT** the Cultus Lake Park Board request staff to fund a \$2000 contribution from the 2025 Public Relations Budget in support of the Cultus Lake Stewardship Society.*

CARRIED

(b) Sweltzer Creek Public Footbridge Update

- Report dated May 21, 2025, from Todd McKay, Manager of Park Operations

5613-25 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board receive the information with respect to the construction of the Sweltzer Creek public footbridge.*

CARRIED

(c) Pinnacle Pursuits Corporate Event

- Report dated May 21, 2025, from Heidi Hill, Administrative Assistant, Communications & Events Coordinator
- Event Application

5614-25 Moved by: Commissioner Bauer Seconded by: Commissioner Moul

***THAT** the Cultus Lake Park Board receive the Pinnacle Pursuits Corporate Event report for information.*

CARRIED

(d) School District No. 33 International Students Farewell BBQ Event

- Report dated May 21, 2025, from Heidi Hill, Administrative Assistant, Communications and Events Coordinator
- Event Application

5615-25 Moved by: Commissioner Moul Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the School District No. 33 International Students Farewell BBQ Event to be held at Main Beach on Wednesday, June 4, 2025; and;*

***THAT** the Cultus Lake Park Board approve a Food Vendor at Main Beach near Gazebo A on Wednesday, June 4, 2025, from 4:00 pm to 7:00 pm for private use only for guests of the event.*

CARRIED

(e) **ACS Grade 6 End of Year Celebration Event**

- Report dated May 21, 2025, from Heidi Hill, Administrative Assistant, Communications and Events Coordinator
- Event Application

5616-25 Moved by: Commissioner Beesley Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the ACS Grade 6 End of Year Celebration Event report for information.*

CARRIED

(f) **Across the Lake Swim Cultus Lake Event**

- Report dated May 21, 2025, from Heidi Hill, Administrative Assistant, Communications and Events Coordinator
- Event Application
- Parking Fee Waiver Application
- Event Site Map

5617-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

***THAT** the Cultus Lake Park Board approve the Across the Lake Swim Cultus Lake Event to be held on Sunday, September 7, 2025, at Main Beach from 6:30 am to 12:00 pm; and*

***THAT** the Cultus Lake Park Board approve waiving parking fees for three (3) vehicles to be parked at Main Beach on the sand near Gazebo C from 6:30 am to 12:00 pm.*

CARRIED

(12) REPORTS BY COMMISSIONERS

(a) **Privacy Complaint Costs**

- Report dated May 21, 2025, from Chair Dzaman and Vice Chair Beesley, Cultus Lake Park Board

5618-25 Moved by: Commissioner Bauer Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board approve the release of the cost of legal fees incurred related to the Office of the Information and Privacy Commission (OIPC), Order F25-01 in the amount of \$49,660.*

CARRIED

(13) COMMUNITY ASSOCIATION

There were no questions from the Cultus Lake Community Association.

(14) PUBLIC QUESTION PERIOD

There were no public questions

(14) ADJOURNMENT

5619-25 Moved by: Commissioner Bauer Seconded by: Commissioner Jartved

THAT the Regular Meeting of the Cultus Lake Park Board held on May 21, 2025, be adjourned at 7:42 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held May 21, 2025.



Kirk Dzaman
Chair



Joe Lamb
Chief Administrative Officer