



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, DECEMBER 10, 2025

7:00 PM

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 – Via Zoom

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 – Via Zoom
Administrative Assistant, Communications & Events Coordinator – C. Baker

(1) CALL TO ORDER

The Chair called the meeting to order at 7:01 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (7:45pm.)

5589-25 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), (c) labour relations or other employee relations;

Section 90 (1), (d) security of the municipality; and

Section 90 (1), (k) negotiations and related discussions respecting the proposed provision of a municipal 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

5690-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

CARRIED

(4) APPROVAL OF AGENDA

5691-25

Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (a) ***THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of December 10, 2025; and***

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

CARRIED

(5) DELEGATION

(6) ADOPTION OF MINUTES

5692-25

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

- (a) ***THAT the Cultus Lake Park Board adopt the Minutes of the Regular Meeting held November 19, 2025.***

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

5693-25

Moved by: Commissioner Jartved Seconded by: Commissioner Moul

- (a) ***THAT the Cultus Lake Park Board approve the Environmental and Public Area's Planning Committee Minutes from October 23, 2025.***
- (b) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from November 3, 2025.***
- (c) ***THAT the Cultus Lake Park Board Village Center Planning and Development Committee approve the Minutes for the Meeting of June 13, 2025.***

CARRIED

(8) CORRESPONDENCE

(9) FINANCE

- (a) **2026 - 2030 Cultus Lake Park DRAFT Five - Year Financial Plan**

- Cultus Lake Park 2026 - 2030 DRAFT Five - Year Financial Plan Bylaw No.1258, 2025
- Attachment 1; Schedule A – 2026 Financial Plan Summary
- Attachment 2; Schedule B – 2026 - 2030 Five - Year Summary
- Attachment 3; 2026 Budget Highlights

- Attachment 4; Budget Changes Document
- Attachment 5; Business Unit Details
- Attachment 6; Schedule of Reserves

5694-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board give Third reading to Cultus Lake Park 2026 - 2030 Five - Year Financial Plan Bylaw No. 1258, 2025.

CARRIED

Vice Chair Beesley arrived at 7:03 pm.

(10) BYLAWS

- (a) **Cultus Lake Park 2025 - 2029 Five - Year Financial Plan Bylaw No. 1244, 2024, Amendment Bylaw No. 1259, 2025**
- Cultus Lake Park 2025 - 2029 Five - Year Financial Plan Bylaw No. 1244, 2024, Amendment Bylaw No.1259, 2025
 - Attachment 1; Schedule A – 2025 Financial Plan
 - Attachment 2; Schedule B – 2025 - 2029
 - Attachment 3; Schedule C – Summary of Changes

5695-25 Moved by: Commissioner Jartved Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board give Final reading to Cultus Lake Park 2025 - 2029 Five -Year Plan Bylaw No. 1244, 2024 Amendment Bylaw No. 1259, 2025.

CARRIED

- (b) **Cultus Lake Park Milfoil Reserve Fund Bylaw No. 1260, 2025**
- Cultus Lake Park Milfoil Reserve Fund Bylaw No. 1260, 2025

5696-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board give Final readings to Cultus Lake Park Milfoil Reserve Fund Bylaw No. 1260, 2025.

CARRIED

- (c) **Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020, Amendment Bylaw No. 1261, 2025**
- Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020 Amendment Bylaw No. 1261, 2025

5697-25 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board give Final readings to Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020 Amendment Bylaw No. 1261, 2025.

CARRIED

(d) **Cultus Lake Park 2026 Levying of Rates Bylaw 1262, 2025**

- Report dated December 10, 2025, from Erica Lee, Chief Financial Officer
- Cultus Lake Park 2026 Levying of Rates Bylaw No. 1262, 2025

5698-25

Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board give First, Second and Third readings to Cultus Lake Park 2026 Levying of Rates Bylaw No. 1262, 2025.

CARRIED

(e) **Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020 Amendment Bylaw No. 1263, 2025**

- Report dated December 10, 2025, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Attachment 1; Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020 Amendment Bylaw No. 1263, 2025
- Attachment 2; Schedule A: Fees

5699-25

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board give First, Second and Third readings to Cultus Lake Park Boating and Foreshore Bylaw No. 1179, 2020 Amendment Bylaw No. 1263, 2025.

CARRIED

(f) **Cultus Lake Park Sunnyside Campground Bylaw No. 1222, 2023 Amendment Bylaw No. 1264, 2025**

- Report dated December 10, 2025, from Carly Volk, Manager of Sunnyside Campground and Accommodations
- Attachment 1; Cultus Lake Park Sunnyside Campground Bylaw No. 1222, 2023 Amendment Bylaw No. 1264, 2025
- Attachment 2; Schedule A: Fees

5700-25

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board give First, Second, and Third readings to Cultus Lake Park Sunnyside Campground Bylaw No. 1222, 2023 Amendment Bylaw No. 1264, 2025.

CARRIED

(g) **Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1208, 2022, Amendment Bylaw No. 1265, 2025**

- Report dated December 10, 2025, from Carly Volk, Manager of Sunnyside Campground and Accommodations
- Attachment 1; The Cabins at Cultus Lake Park Bylaw No. 1208, 2022, Amendment Bylaw No. 1265, 2025
- Attachment 2; Schedule A: Fees

5701-25 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board give First, Second, and Third Readings to Cultus Lake Park The Cabins at Cultus Lake Park Bylaw No. 1208, 2022, Amendment Bylaw. No. 1265, 2025.

CARRIED

(h) **Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1266, 2025**

- Report dated December 10, 2025, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Attachment 1; Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019, Amendment Bylaw No. 1266, 2025
- Attachment 2; Schedule A – 11, Cultus Lake Park Sunnyside Campground

5702-25 Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board give First, Second, and Third Readings to Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019, Amendment Bylaw No. 1266, 2025.

CARRIED

(11) CONSENT AGENDA

(12) REPORTS BY STAFF

UBCM 2025 CRI FireSmart Community Funding & Supports

- Report dated December 10, 2025, from Todd McKay, Manager of Park Operations

5703-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board receive the UBCM 2025 CRI FireSmart Community Funding & Supports report for information; and

THAT the Cultus Lake Park Board direct staff to proceed with implementation of the approved FireSmart initiatives in accordance with UBCM requirements.

CARRIED

(13) REPORTS BY COMMISSIONERS

Appointments of Chair and Vice Chair to Select Committees

- Report dated December 10, 2025, from Kirk Dzaman, Chair, Cultus Lake Park Board
- Attachment 1; Cultus Lake Park Board Procedures Bylaw No. 1233, 2023
- Attachment 2; Cultus Lake Park Board Committee System Policy
- Attachment 3; 2026 Community Events and Engagement Committee Terms of Reference
- Attachment 4; 2026 Village Center Planning and Development Committee Terms of Reference

5704-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board approve the following Select and External Committees as amended for the appointments of the Chair and Vice Chair for the following Committees:

Community Events and Engagement Committee (Select)

Chair - Commissioner John Beesley

Vice Chair – Commissioner Erika Jartved

Village Center Planning and Development Committee (Select)

Chair – Commissioner Kirk Dzaman

Vice Chair – Commissioner John Beesley

Cultus Lake Community School Association (External)

Commissioner Tom Moul

Cultus Lake Stewardship Society (CLASS) (External)

Commissioner Darcy Bauer

CARRIED

5705-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board request that the Chief Administrative Officer post notice on the parks website that the Park is accepting applications for volunteer members to apply for memberships to 2026 Select Committees before the second week in January to be presented to the Board at the Regular Meeting on January 21, 2026.

CARRIED

(14) COMMUNITY ASSOCIATION

(15) PUBLIC QUESTION PERIOD

There were no public questions.

(16) ADJOURNMENT

5706-25 Moved by: Commissioner Moul Seconded by: Commissioner Beesley

THAT the Regular Meeting of the Cultus Lake Park Board held on December 10, 2025, be adjourned at 7:40 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held December 10, 2025.

A handwritten signature in black ink, appearing to be 'K. Dzaman', written over a horizontal line.

Kirk Dzaman
Chair

A handwritten signature in blue ink, appearing to be 'J. Lamb', written over a horizontal line.

Joe Lamb
Chief Administrative Officer