



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**SUNSHINE BAY REGIONAL PARK COMMISSION
OPEN MEETING AGENDA**

**6:00p.m.
March 13, 2025**

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/92932343474?pwd=UAcYydyEgi36nllbbGgmCG1vZ3pvPf.1>

Join by Phone:

- +1 778 907 2071 Canada
- 833 958 1164 Canada Toll-free

Meeting Number (access code): 929 3234 3474

Meeting Password: 032151

COMMISSION/COMMITTEE MEMBERS

Commissioner Dosenbeger	Area E
Commissioner Beaulac	Area E
Commissioner Dehnel	Area E
Commissioner Prosser	Area E
Commissioner McCulloch	Area E
Commissioner Newton	Area E
Director Graham	Area E
Commissioner Foot	Area E

MEMBERS ABSENT

[Name] [Title]

STAFF

Jeff Phillips	Regional Parks and Trails Operations Supervisor
Pearl Anderson	Meeting Coordinator

___ out of ___ voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] called the meeting to order at [Time] p.m.

2. ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

[Director/Member] [Last Name] nominated [Director/Member] [Last Name].
[Director/Member] [Last Name] nominated [Director/Member] [Last Name].
[Director/Member] [Last Name] nominated [Director/Member] [Last Name].

OPPORTUNITY FOR CANDIDATES TO ADDRESS THE COMMISSION

Two minutes per address.

VOTE BY SECRET BALLOT

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] distribute the ballots

DECLARATION OF ELECTED OR ACCLAIMED CHAIR

[RDCK Board Chair (if present) or RDCK Corporate Officer or RDCK Staff or RDCK Director] ratifies the appointed [Director/Member] [Last Name] as Chair of the Sunshine Bay Regional Parks Commission for 2025.

DESTROY BALLOTS

Moved and Seconded,
And Resolved

That the ballots used in the election of the Sunshine Bay Regional Parks Commission be destroyed.

Carried/Defeated/Referred

1. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

2. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the March 13, 2025 Sunshine Bay Regional Parks Commission meeting, be adopted as circulated.

Carried/Defeated/Referred

3. RECEIPT OF MINUTES

The November 14, 2024 Sunshine Bay Regional Parks Commission meeting minutes, have been received.

4. DELEGATE

5.1 There are no Delegates scheduled for this Commission meeting.

5. STAFF REPORTS (If there are no staff reports this item can be called OLD BUSINESS)

5.1 Sunshine Bay Regional Park Operations Update

Jeff Phillips, Regional Parks Operations Supervisor to provide the Commission with a verbal update re: the Sunshine Bay Regional Park Operations update.

5.2 Sunshine Bay Regional Parks Budget Update

Jeff Phillips, Regional Parks Operations Supervisor to provide the Commission with a verbal overview of the Sunshine Bay Regional Parks Budget Service No. S202, which has been received.

6. PUBLIC TIME

The Chair will call for questions from the public at _____ p.m.

7. NEXT MEETING

The next Sunshine Bay Regional Parks Commission meeting is scheduled for June 12, 2025, at 6:00p.m.

8. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The Sunshine Bay Regional Parks Commission meeting be adjourned at [Time].

Carried/Defeated/Referred



REGIONAL DISTRICT OF CENTRAL KOOTENAY

SUNSHINE BAY REGIONAL PARK COMMISSION OPEN MEETING MINUTES

6:00 p.m.

November 14, 2024

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (hybrid model).

Join by Video:

<https://rdck-bc-ca.zoom.us/j/96752397726?pwd=83BAyrAcV4YrbslCge6GMScKoyGaeb.1>

Join by Phone:

- +1 778 907 2071 Canada
- 833 955 1088 Canada Toll-free

Meeting ID: 967 5239 7726

Meeting Password: 761188

COMMISSION/COMMITTEE MEMBERS

Commissioner Dosenbeger	Area E
Commissioner Beaulac	Area E
Commissioner Dehnel	Area E
Commissioner Prosser	Area E
Commissioner McCulloch	Area E
Commissioner Newton	Area E
Director Graham	Area E

MEMBERS ABSENT

Commissioner Foot	Area E
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STAFF

Jeff Phillips	Regional Parks and Trails Operations Supervisor
Pearl Anderson	Meeting Coordinator

7 out of 8 voting Commission/Committee members were present – quorum was met.

1. CALL TO ORDER

Chair Dosenbeger called the meeting to order at 6:04 p.m.

2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

We acknowledge and respect the Indigenous peoples within whose traditional lands we are meeting today.

3. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

That the Agenda for the November 14, 2024 Sunshine Bay Regional Parks Commission meeting be adopted as circulated.

Carried

4. RECEIPT OF MINUTES

The September 12, 2024 Sunshine Bay Regional Parks Commission minutes have been received.

5. DELEGATE

5.1 There were no Delegates scheduled for this Commission meeting.

6. STAFF REPORTS

6.1 Operations Update

Jeff Phillips, Regional Parks and Trails Operations Supervisor, provided the Commission with an operations update of the Sunshine Bay Regional Park presenting the following as information:

- No major capital works projects in 2024,
- Market was well received,
- Directional signage will be installed down to the wetlands.

6.2 Budget Update

Jeff Phillips, Regional Parks and Trails Operations Supervisor provided the Commission with a Budget update of the Sunshine Bay Regional Park presenting the following information:

- 75% of the 2024 budget has been allocated,
- 2024 budget allocations fell \$10,000 below budget,
- 2025 preliminary budget discussions include possible installation of more secure equipment facility door.

ACTION ITEM: Commission members were asked to forward email with 2025 budget requests to Chair Dosenberger.

7. NEW BUSINESS

7.1 Wetland Update

Commissioner Prosser provided the Commission with a brief update from the Friends of Kootenay Lake Stewardship Society. re: Sunshine Bay Regional Park Wetland. Commissioner Prosser will forward emails from the Friends of Kootenay Lake Stewardship Society to Jeff Phillips and send AGM minutes to Director Graham.

7.2 2025 Sunshine Bay Regional Park Proposed Meeting Dates and Time

Commission discussed the 2025 meeting schedule and select dates and times.

DATE	TIME A.M/P.M
March 13, 2025	6:00 p.m.
June 12, 2025	6:00 p.m.
September 11, 2025	6:00 p.m.
November 13, 2025	6:00 p.m.

MOVED and Seconded,
AND RESOLVED:

That the Commission approve the following 2025 Sunshine Bay Regional Park Commission meeting dates and times:

DATE	TIME A.M/P.M
March 13, 2025	6:00 p.m.
June 12, 2025	6:00 p.m.
September 11, 2025	6:00 p.m.
November 13, 2025	6:00 p.m.

Carried

8. PUBLIC TIME

The Chair called for questions from the public at 6:36 p.m. There were no questions from the public.

9. NEXT MEETING

The next Sunshine Bay Regional Park Commission meeting is scheduled for March 13, 2025.

10. ADJOURNMENT

MOVED and seconded,
AND Resolved:

That the Sunshine Bay Regional Park Commission meeting be adjourned at 6:39 p.m.

Carried

Digitally approved,

L. Dosenberger, Chair

RECOMMENDATION(S) TO THE BOARD OF DIRECTORS

1. N/A

THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.

Future Sunshine Bay Regional Parks Commission Meetings

1. N/A

2025 Draft Financial Plan

S202 Regional Parks-Nelson, Salmo and Areas E, F and G

OPR288 Sunshine Bay Park

INCOME

Account	Description	024 To Date	024 Budget	025 Budget	Note
42040	Rental Income	400	0	0	
42045	Rental Income - Specified	1,100	0	0	
49100	Prior Year Surplus	44,571	0	0	
Total Income		46,071	0	0	

EXPENSES

Account	Description	024 To Date	024 Budget	025 Budget	Note
51010	Salaries	16,756	18,000	21,000	Grounds maintenace worker and invasives
51030	Benefits	1,112	2,200	2,500	Benefits
53050	Insurance	666	500	700	Insurance
53080	Licence & Permits	100	500	250	LoO permits, Water Permit
54030	Contracted Services	637	5,000	3,000	Tree work
55010	Repairs & Maintenance	2,085	5,000	8,000	Storage room improvements, irrigation head replacement
55020	Operating Supplies	3,950	2,500	3,500	fuel, tipping fees, consumables
55030	Equipment	2,848	3,000	3,000	maintenance equipment
55040	Utilities	614	1,000	1,000	Water + Hydro
55050	Vehicles	0	0	0	
55060	Rentals	54	0	0	
60000	Capital Expenditures	0	0	0	
Total Expenses		28,821	37,700	42,950	

Total Servi	17,250	-37,700	-42,950
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