



CULTUS LAKE PARK BOARD REGULAR BOARD MEETING NOTICE

Wednesday, June 16, 2021

5:00 PM

Cultus Lake Park Office Boardroom
4165 Columbia Valley Highway, Cultus Lake, BC

Time Change Notice - Cultus Lake Park Board Regular Meeting will be held at 5:00 pm on June 16, 2021 instead of 7:00 pm.

Due to the recent Provincial Health Order with respect to social gatherings, Board meetings will be closed to the public and will be available in real time via Zoom.

Please feel free to join the meeting, participants will be muted upon entry to the meeting but will be able to ask questions during question period.

Join Zoom Meeting

<https://zoom.us/j/98197463876?pwd=dmNmQU4zL1ZOWDZlU3VXMThEWUc5dz09>

Meeting ID: 981 9746 3876

Passcode: 111428

The Cultus Lake Park Board Regular Meeting video will be available to view on our website the following day at www.cultuslake.bc.ca/board-meeting-videos/

Please feel free to email questions for the Public Question Period no later than Tuesday, June 15, 2021 by 4:30 pm to Rachel.litchfield@cultuslake.bc.ca



CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

Wednesday, June 16, 2021

5:00 pm

Park Office Boardroom

4165 Columbia Valley Highway, Cultus Lake, BC

(1) CALL TO ORDER

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (4:30 PM)

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (d) the security of the property of the Municipality;

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;

Section 90 (1), (g) litigation or potential litigation affecting the Municipality; and

Section 90 (1), (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(3) RECONVENE

(4) APPROVAL OF AGENDA

- (a) **THAT** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of June 16, 2021 by adding under Section 6 (b), Special Regular Electronic Meeting Minutes; 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.

(5) DELEGATION

Community Garden / Amphitheatre

- Email dated May 18, 2021 from Glenn Charles, resident, regarding Vegetable Plots and Amphitheatre

THAT the Cultus Lake Park Board request that staff review possible locations for placement of vegetable plots and request information with respect to the proposed Amphitheatre associated costs and location; and

THAT the Cultus Lake Park Board receive the correspondence for information.

(6) ADOPTION OF MINUTES

- Page 25 (a) ***THAT*** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held May 19, 2021.
- Page 31 (b) ***THAT*** the Cultus Lake Park Board adopt the Special Regular Electronic Meeting Minutes held May 31, 2021.

(7) ADOPTION OF COMMITTEE MINUTES

- Page 33 (a) ***THAT*** the Cultus Lake Park Board receive the April 23, 2021 Village Center Planning and Development Committee Minutes.
- Page 37 (b) ***THAT*** the Cultus Lake Park Board receive the May 4, 2021 Commercial Leaseholder Committee Minutes.
- Page 39 (c) ***THAT*** the Cultus Lake Park Board receive the May 11, 2021 Foreshore Fundraising and Improvement Committee Minutes.

(8) FINANCE

- Page 41 (a) **2020 Statement of Financial Information**
- Page 43
 - Report dated June 16, 2021 from Erica Lee, Chief Financial Officer
 - Statement of Financial Information

THAT the report dated June 16, 2021 from the Chief Administrative Officer regarding the 2020 Statement of Financial Information be approved and that the report be placed on the Cultus Lake Park website.

(9) CORRESPONDENCE

- Page 49 (a) **Proposed Motorized Watercraft Speed Restriction on Vedder River / Vedder Canal**
Letter dated June 7, 2021 from Ken Popove, Mayor, City of Chilliwack

THAT the Cultus Lake Park Board receive the letter regarding Proposed Motorized Watercraft Speed Restriction on Vedder River / Vedder Canal Relations Committee letter for information; and

THAT the Cultus Lake Park Board request that staff prepare a letter from Chair Renwick addressed to City of Chilliwack, Mayor, Ken Popove in support of the Motorized Speed Restriction on Vedder River / Vedder Canal.

- Page 53 (b) **Munroe Ave. Access April 21, 2021 Variance Application Decision**
 - Letter date May 12, 2021 from Jonathan Willcocks, Lakeshore Drive

THAT the Cultus Lake Park Board receive the letter regarding Munroe Ave. Access April 21, 2021 Variance Application Decision for information.

(c) **Munroe Ave. Access April 21, 2021 Variance Application Decision**

Page 55

- Letter date May 12, 2021 from Devonne and Rise Friesen, Lakeshore Drive

***THAT** the Cultus Lake Park Board receive the letter regarding Munroe Ave. Access April 21, 2021 Variance Application Decision for information.*

(d) **Extension of Approval Request – Temporary Patio, Lakeside Beach Club**

Page 57

- Letter dated May 27, 2021 from Chris & Christy Owners, Lakeside Beach Club

***THAT** the Cultus Lake Park Board approve the request for the extension for the temporary license for the BC Liquor & Cannabis Board valid until October 31, 2021; and*

***THAT** the Cultus Lake Park Board allow picnic tables, patio umbrellas and décor in addition to temporary fencing in the licensed picnic area; and*

***THAT** the Cultus Lake Park Board request that Lakeside Beach Club will comply with all Provincial Health Orders and remain in compliance with all applicable Provincial and local government laws, bylaws and regulations.*

(e) **Invasive Small Mouth Bass in Cultus Lake**

Page 67

- Email dated May 17, 2021 from Wendy Margetts, MSc Candidate, Thompson River University

***THAT** the Cultus Lake Park Board approve placement of the A-frame sign (2ft x 3ft) that supports the removal of the small mouth bass in Cultus Lake and that the sign location be considered upon staff's recommendation following a site visit with the applicant.*

(10) BYLAWS

(a) **2021-2025 Five-Year Financial Plan Amendment Bylaw No. 1193, 2021**

Page 69

Page 71

Page 73

Page 75

- 2015 - 2025 Financial Amendment Bylaw No.
- Schedule A
- Schedule B
- Schedule C

***THAT** the Cultus Lake Park Board give Final Reading to Cultus Lake Park 2021 - 2025 Financial Plan Amendment Bylaw No. 1193, 2021.*

(11) REPORTS BY STAFF

(a) **2021 Day Use Parking in Lot D**

Page 77

- Report dated June 16, 2021 from Erica Lee, Chief Financial Officer

***THAT** the Cultus Lake Park Board allow Day Use Parking in Lot D for the 2021 Summer Season at a rate of \$25 per day on weekends and \$20 per day on weekdays.*

(12) REPORTS BY COMMISSIONERS

(13) COMMUNITY ASSOCIATION

(14) PUBLIC QUESTION PERIOD

(15) ADJOURNMENT

***THAT** the Regular Meeting of the Cultus Lake Park Board held on June 16, 2021 be adjourned.*

Rachel Litchfield

From: Joe Lamb
Sent: May 19, 2021 10:34 AM
To: Rachel Litchfield
Subject: FW: Vegetable Plots and Amphitheatre

From: Glenn Charles
Date: Tuesday, May 18, 2021 at 10:05 PM
To: Joe Lamb <joe.lamb@cultuslake.bc.ca>
Subject: Vegetable Plots and Amphitheatre

Hi Joe

Community Quotes:

We alone cannot change the World, but we can cast a stone across the water to create many ripples !!! (Mother Teresa)

I would like to propose to the Board the Following :

Vegetable Plots:

I know some of our lake residents are going to Abbotsford for community vegetable plots .

Just Imagine, on a warm sunny day, you walk out of your home and down to your own vegetable plot to be connected with Mother Earth. You meet up with your neighbours (with a Bailey's & coffee in hand). Then with your loving hands, the soil, seeds, water and sun, you create food for yourself and your Community. Wow -- I'm sold, and I do not have a green thumb !!! This idea has come from a number of community residents who do not have a lot of land around their homes.

Proposed for Cultus Lake:

1. 20 to 30 plots, 10' x 20' = \$ 25.00 each
2. 10 plots, 10' x 10' = \$ 15.00 each
3. Each participant would sign a Garden Agreement Similar to the Abbotsford Community Garden Agreement to make people accountable !!!
4. Potential Location: back lot of Dino Town
5. This proposal WILL NOT COST THE BOARD ANY FUNDS as we have many who are willing to help out in our Community (e.g., Brian & Laurie Dyck would donate all the wood for the vegetable boxes; we have enough volunteers to help build the boxes; soil would be donated by Jim Parks, etc.)
6. Any extra vegetables, we could donate to our seniors and Food Bank

This project would be a very green footprint and would bring a lot of joy to a lot of people in our Community !!!!

See example Abbotsfordcommunitygarden.com (They have 150 Plots)

Amphitheatre:

Again Imagine, on a beautiful warm moonlit evening, we pack up our lawn chairs with our favorite blanket and a bottle of wine to watch a live performance of Shakespeare in the Park, in our new community-raised Amphitheatre with the water in the background !!!!

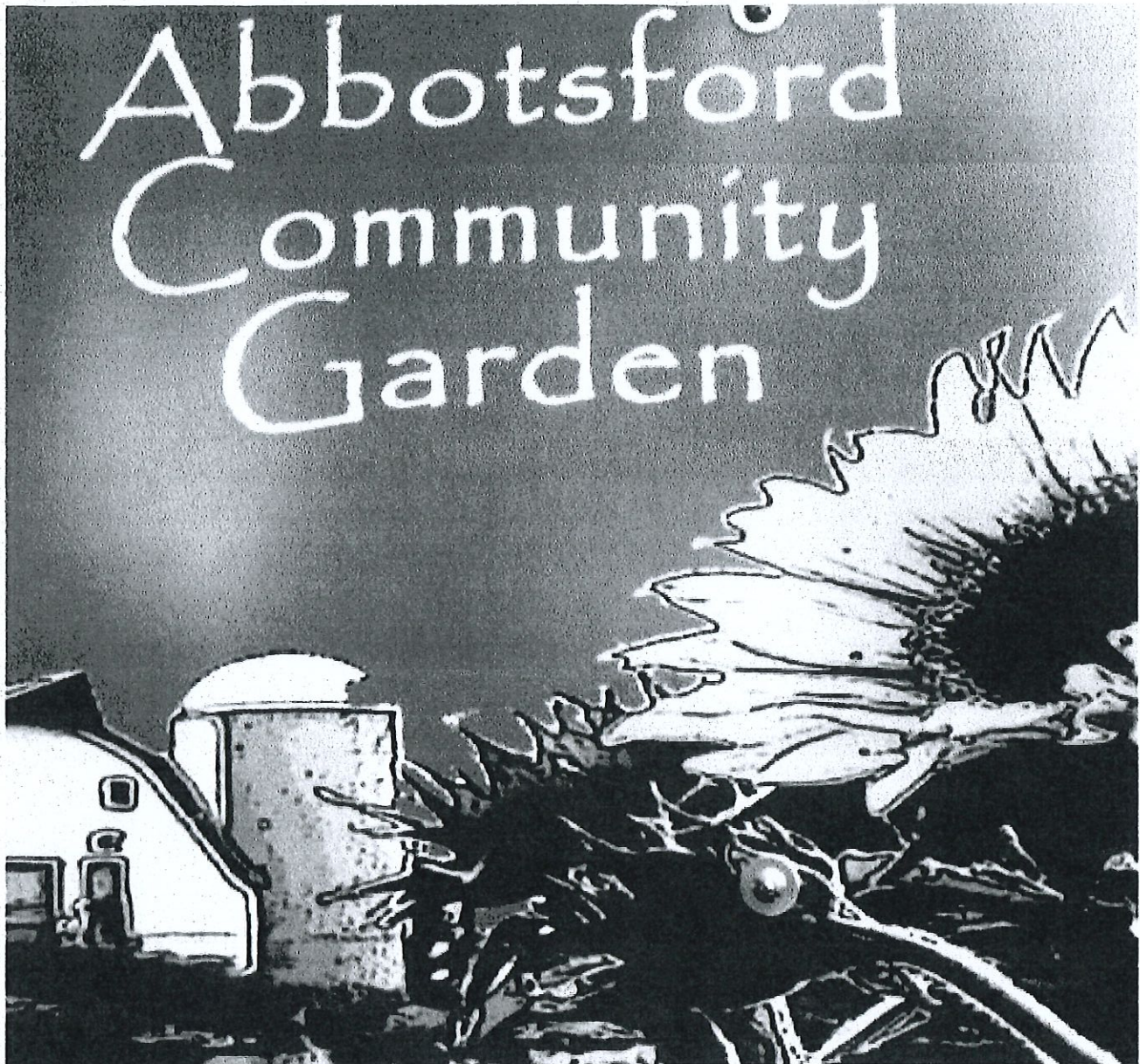
1. Potential Location where the movie screen area is located now
2. Canex would donate the lumber
3. JCR Designs would donate the plans
4. Others in the community: Brian & Laurie Dyck would donate the old forest logs for the front of the Amphitheatre to fit within the look of the park
5. Excavation would be donated by the Helmers
6. To raise the building, our community would come together that day under the guidance of Graham Williams, Doug Williams and Dan Booth, our local builders, to raise it like an Amish barn, after which, we all sit down to share a meal

Different groups could use the Amphitheatre for plays, performances, music, open mic night, and karaoke, plus movies in the park, throughout the season.

Glenn Charles

Glenn Charles
Charles Marketing & Associates

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Abbotsford Community Garden Agreement Supplement Guide

www.abbotsfordcommunitygarden.com

Updated October 25, 2019

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Contact Information

Location: 1786 Angus Campbell Road

Email: administrator@abbotsfordcommunitygarden.com

Website: abbotsfordcommunitygarden.com

Facebook: www.facebook.com/Abbotsford-Community-Garden-573622176012398/

Welcome to the Abbotsford Community Garden Society

In addition to looking after individual garden plots, each member is responsible for helping to maintain the common areas. We have lawns; community shared plots of herbs, raspberries, and annual vegetables; a small orchard; and, perennial beds along the driveway and in front of the greenhouse. We also contribute to the maintenance of the greenhouse.

Collectively we take care of the land; maintain the fertility of the soil; maintain a balance and diversity of living organisms; and, ensure that the garden is available for future gardeners.

Purpose of the Abbotsford Community Garden Society

The Abbotsford Community Garden Society (ACG) Constitution states our purpose as:

- a) To foster the principles behind community growth and development by offering an outdoor space for individuals and groups to develop and nurture their passions for gardening;
- b) To engage and educate members of the community on nutrition, environmental stewardship, agriculture, and passive recreation through seminars, reading materials and other resources;
- c) To provide a positive and complimentary environment where agriculture, wildlife, and passive recreation are brought together;
- d) To create a growing space for community interaction across all ages, cultures and incomes; and
- e) To provide members an opportunity to participate in the natural process of growing food, and thereby improving the local food supply.

The Abbotsford Community Garden Society

The ACG is located at 1786 Angus Campbell Rd (south-east corner of Angus Campbell and Delair Roads) and administered by the City of Abbotsford (City) Parks, Recreation and Culture. We are governed by City park rules and by the rules set out by the ACG. Examples of park rules that we must follow include:

- **Fires and Smoking** are not permitted at the garden site, and,
- **Pets** are not allowed in the garden area.

The ACG works with the City to make the area a place of enjoyment now and in the future for the citizens of Abbotsford.

Who Maintains the Gardens?

Tending the garden's common areas day to day, as well as long-term planning and development of the gardens, is done entirely by volunteer members. Central to the idea of a community garden is low fees made possible through member participation.

When you become a member, you have both the opportunity and the obligation to be involved in garden activities. Participation is a requirement of all gardeners and is built into the annual plot and membership fees.

Membership

Garden members elect an executive committee annually to provide administration, organize the work of the gardens, and, arrange education sessions on organic gardening. The Annual General Meeting is held each year between February and April.

Plot Renewal

Members have the option to renew their plots from year to year, provided the plots have been maintained the previous season, the member is in good standing, and the plot registration is renewed by the plot renewal deadline.

The ACG offers two plot re-registration dates, one at the end of September and a second one in October. These dates, which are publicized on the ACG [website](#) and [Facebook](#) pages, are the deadline for membership and plot renewal with payment of fees. Plots that have not been renewed by the final re-registration date go into the pool of available plots to be rented at the new member registration dates in the spring.

Community Garden Agreement

Gardeners can officially garden at Abbotsford Community Garden after reading and signing the "Community Garden Agreement", and paying the annual fees.

Membership Fees and Deposits

Fees cover operating expenses of the gardens.

Annual membership fees per plot:

\$20 and 6 hours of work in-kind for a 10' x 20' garden plot **or**

\$10 and 3 hours of work in-kind for a 10' x 10' or raised bed garden plot

Work-in-kind hours per year must be completed before the re-registration date in the fall.

- First-time renters pay both a "Clean-up Deposit" of \$20.00 for the plot and a "Key Deposit" of \$20.00. The clean-up deposit is forfeited if the garden plot, (if not re-registered), is not cleaned up by the final reregistration date in the fall. The key deposit is forfeited if the key is not returned to the ACG registrars.

Incomplete Work-in-Kind

- Gardeners who are non-compliant regarding work-in-kind hours (described above under Membership Fees and Deposits) will not be considered to be in good standing for membership renewal and will not be permitted to renew their plot. Non-compliant gardeners forfeit their right to rent a plot for 1 (one) full year.

What are the fees used for?

Any monies raised by the ACG are used for the following:

- Operating costs (fuel, waste disposal)
- Replacement and repair of equipment (hand tools, mowers, weed-eaters, hoses, etc.)
- Community garden events, social or educational

Renting a Second Plot

Garden plots are assigned at the spring registration on a first-come, first-served basis. A member who is in good standing with no current notices or warnings and who has been a member for at least one year is eligible to apply for a second plot, based on availability. A maximum of two plots can be rented per household.

Member Responsibilities

- Keep the Society informed of any changes to your contact information.
- Work your plots by May 1st. At a minimum, weeds and cover crops must be cut down.
- Maintain your plots and provide weed control throughout the growing season.
- Arrange for someone to look after your plot if you are away or unable to tend it.

Using the ACG Greenhouse

Growing bedding plants

Members are allowed to grow a small number of bedding plants in the southeast room of the greenhouse, subject to availability of space. Please note that your pots and supplies are not to be stored in the greenhouse when not in use. Any pots left there are considered to be available to whoever wants them.

Washroom

The only washroom on site is located in the greenhouse. Members need to take responsibility for the ongoing maintenance of this facility.

Garden Tools

Some tools are provided by ACG. These have either been purchased by ACG or donated by merchants or by gardeners. Use tools in a safe manner and clean them before returning them to the greenhouse. Community tools are only to be used at the garden. They must be returned at the end of each day and are not to be taken home. If tools are not being used or cared for properly, garden members will have to start bringing their own as the ACG will discontinue purchasing them. Please leave a note if a tool is broken.

If you have your own garden tools, don't store them in the greenhouse unless you don't mind sharing them with other gardeners. Any use of power equipment is at your own risk.

Parking

Obey the signs! Parking is only permitted in the parking lot. This is a requirement of the City of Abbotsford. If you are loading or unloading heavy or overly large items, you may park closer to your plot temporarily, but must move your vehicle immediately afterwards. Wheelbarrows are available to help transport materials to and from your vehicle.

Your Garden Plot

Environment

We are an *organic* garden. Herbicides, insecticides and other pesticides or chemical fertilizers cannot be applied anywhere unless they meet the Canadian Organic Standards. If in doubt contact a member of the executive. Use of products such salt and vinegar are not permitted as herbicides unless the product is registered under the Pest Control Products Act. Use of unregistered products is not allowed. As an example, salt and vinegar used to control weeds will harm the soil and is not a permitted use under organic standards.

Planting

Plots must be gardened, not left fallow. Plants must not shade neighboring plots, and must remain within plot boundaries. Any planting in common areas must be approved by the executive.

The Abbotsford Community Garden forbids the planting of the following invasive species:

- *English Ivy (*Hedera helix*) and varieties
- *Lamium (*Lamiastrum galeobdolon*) & varieties
- *Policeman's Helmet (*Impatiens glandulifera*)
- *Purple Loosestrife (*Lythrum salicaria*)
- *Morning glory (*Convolvulus sepium*)
- Goutweed (*Aegopodium podagraria*)
- Yellow flag Iris (*Iris pseudocarpus*)

Periwinkle: Vinca (*Vinca major*, *Vinca minor*)

Cherry Laurel (*Prunus laurocerasus*)

Blackberry (*Rubus discolor*, *Rubus laciniatus*)

Marijuana (*Cannabis sativa*)

Tobacco (*Nicotiana tabacum*)

Plants of concern: Mint, Sun chokes (Jerusalem artichokes), Horse Radish

*denotes species we need to watch for.

Trees are prohibited in garden plots.

Plot Maintenance

- You must keep your plot weeded and prevent plants from growing beyond the borders of your plot. Please prevent vegetation from overtaking walkways and adjacent plots.
- Be respectful. Tall crops such as sunflowers and corn and structures should be planted to not shade another garden. If over 6 feet tall, these plants must be trimmed back.
- Cover crops must be cut or dug under by May 1st.
- Weeds and sod can be composted or buried on your plot. This will improve your soil fertility. If you are unable to bury this material, it can be added to the community compost bunker.
- Gardeners are responsible for weeding and trimming all edges of their plots. Weeds must not be allowed to go to seed. Neighborhood pathways must be kept clear of rocks, wire, wood, garbage, tools or any other material.
- Maintain your plot throughout the year. Harvest your produce as it ripens. If you are unable to use your produce, please consider placing it in the provided food bank donation bin. Begin plot clean-up as you harvest and have your plot clear of debris by September 30th. Winter crops such as kale, leeks, garlic, Brussels sprouts, etc., can be left to mature.

The consequences of not maintaining your plot are outlined in the section on Guideline Enforcement.

Water

- All plots have access to a hose stand. Some hoses are provided, but bringing your own lightweight, expandable hose may be of benefit. Bring your own nozzle or watering wand. Gardeners must be diligent to shut off the water off after use. Flooding can occur due to the water not being shut off. Replace hoses on hose stands.
- Only hand held nozzles are permitted; any other type of sprinkler or soaker may not be used. Do not turn on the water to your garden and then leave.
- Water for the gardens is pumped from a well located just east of the barn. The greenhouse is connected to the City water system.
- Do not use the water in the plot area to water the goats since it is too high in iron. The goats require municipal water from the greenhouse.

Mulches

Mulches help to conserve soil moisture and we encourage their use. Acceptable mulch materials include grass clippings, straw, leaves, peat moss, manure, fir bark, and sawdust. Cardboard and newsprint are acceptable provided they are covered. *Do not* use western red cedar bark mulch, hay or gravel.

Pathways in your plot

Acceptable materials for covering pathways are landscape fabric (covered), fir sawdust, leaves, bark mulch (not cedar), straw, concrete blocks, and stepping stones.

Plot Structure Guidelines

Structures include pole bean and pea supports, trellises, arbors, plant/row covers, cold frames, fences, water barrels and raised bed borders.

Guiding Principles

- Be considerate of fellow gardeners.
- Do not place a structure on your plot that will shade a neighbour.
- Structures must be aesthetically compatible with park and garden atmosphere.
- Structures must be sturdy and safe. Avoid sharp edges, protruding edges, and glass. Treated wood is not permitted.
- Permanent structures must be monitored year round and repaired as required.
- All structures in common areas must be pre-approved by the executive.
- Construction materials should not be left in the plot.
- Construction materials cannot be stored in pathways or common areas.

Restrictions

- No treated lumber
- No loose fitting netting (hazard for birds).

Structures

Cold Frames

- Maximum height 1.83 meter (6 feet).
- Maximum coverage 5 square meters (48 square feet) per plot.
- No glass and no treated wood.

Plant /Row Covers

- Maximum height 1.83 meters (6 feet).
- Maximum area: 5 square meters (48 square feet) per plot.
- Must be structurally sound and anchored within the plot border.
- Clear plastic covers must be of a durable thickness (5 mil) that will be wind-proof and will

- not tear. Winter removal is recommended. Fabric row covers must be thoroughly secured.
- Row covers must be kept in good repair.

Pole Bean and Pea Supports

- No limit per plot for temporary seasonal supports, but must not exceed 1.83 meter (6 feet) high.

Raspberries/Grapes

- Must be planted a minimum of 2 feet from the plot border.
- Must be trellised and confined so that they don't grow into the pathway or neighbours' plots.
- Must be properly pruned within the boundaries of the plot and kept below 6 feet.

Trellises and Arbors

- Must be sturdily constructed and safely anchored.
- Maximum height 1.83 meters (6 feet from ground level to highest point).
- No treated lumber.

Compost Boxes inside Plots

- Must be securely anchored.
- Plastic allowed. *No treated lumber.*
- Maximum size: 1 cubic meter.
- Must be located within the gardener's plot.
- If odor or the attraction of pests becomes a problem, the gardener may be asked to remove his compost box/bin.

Fences

- Fences must be located within the plot area and constructed in such a way that all supports are situated on the inside of the fence. This is done to facilitate mowing the pathways.
- Non-injurious materials permitting movement of light and air will be considered. *No treated lumber.*
- Maximum height: 105 cm (42 inches).

Respecting Other Gardeners' Plots

- Stay out of other people's plots unless specifically invited.
- While you may view the success of other gardeners, refrain from stepping into or interfering with their plots. F
- Harvest only plants that you are growing or have permission from the grower to pick.

Shared Community Garden Plots

Several perennial sites have been established (herb garden, raspberry patch, and orchard). As well, we keep a crop-rotated vegetable patch. These are community ventures. You are allowed to join in the harvest from these areas as long as you complete your work in-kind hours. **Only take enough to supply yourself with one meal.**

Gardeners, Family, and Pets

Gardeners

In the spirit of cooperation, all gardeners shall treat the garden, other gardeners, neighbors and visitors with respect and consideration. No stealing (harvesting from others' plots without authorization), verbal, or physical harassment is allowed.

Children

Children are welcome at the garden when accompanied and fully supervised by an adult garden member. Teach children to stay on the paths, keep out of others' plots, and to not bring balls or other play equipment into the garden areas. Parents are encouraged to bring children to the garden and introduce them to the wonders of gardening.

Dogs or other animals

Dogs or other pet animals are not permitted at the Abbotsford Community Garden.

Miscellaneous

Garden gates and locks

The last gardener to leave the garden, regardless of the time of day, should securely close and lock both the greenhouse door and the perimeter fence gate. Be sure to check that you are not locking someone in the garden or greenhouse.

Disposal of Materials

- Plot owners are responsible for removal and disposal of all unwanted gardening materials and lumber.
- No materials are to be disposed of in the common areas or adjacent to the community garden.

Guideline Enforcement

Every effort will be made to help gardeners understand and follow the guidelines. If the guidelines are not followed, your membership may be revoked and you will lose your plot(s). The disciplinary policy is as follows:

- a) **You will receive one caution and one warning, then your plot may be terminated under the following situations:**

- Plot not worked by May 1st
- Plot not cleaned up by September 30th
- Plot neglected and causing the spread of weeds
- Use of treated lumber
- Use of materials or structures that do not meet the guidelines
- Use of herbicides, insecticides and fungicides that are not approved for organic gardening
- Parking inappropriately. For details, see the section on Parking.

b) Your plot may be terminated immediately under the following situations:

- Conducting any illegal activity
- Bringing waste into the garden for disposal or compost
- Stealing or damaging someone else's plot
- Use of racial slurs
- Threatening a member's safety.

Members will lose their plots without notice if they do not register for the upcoming year on time or do not document their work in-kind hours.

Goats

Dr. Jane Pritchard is responsible for the goat project. Young goats from Goats Pride Dairy may join us for the summer until October when they rejoin the dairy herd. Meanwhile, they live at the garden, are cared for by volunteers and provide biological control of the blackberry brambles by eating them. The goats should not be fed by anyone but the designated team members. It is important that the goats are not given well water from the garden, but only municipal water from the greenhouse.

Seed Starting Chart Guide

Abbotsford (avg.) Last Frost Date April 20th

First Frost Date October 23rd

Frost Free Days 186 days

Crop	Indoor Start Date	Weeks from Sowing	Safe to Set Out (relative to frost free date)	Set Out Date
Basil		6	1 week after	
Beets *		- 6	2 weeks before	
Broccoli		- 6	2 weeks before	
Cabbage		- 6	4 weeks before	
Cauliflower		- 6	2 weeks before	
Collards		- 6	4 weeks before	
Corn *		- 4	1-2 weeks after	
Cucumber		- 4	1-2 weeks after	
Kale		- 6	4 weeks before	
Lettuce		- 5	3-4 weeks before	
Melons		- 4	2 weeks after	
Onions		- 8	4 weeks before	
Parsley		- 10	2-3 weeks before	
Peas *		- 4	6-8 weeks before	
Peppers		- 14	2 weeks after	
Pumpkins		- 4	2 weeks after	
Spinach		- 6	3-6 weeks before	
Squash		- 4	2 weeks after	
Swiss Chard		- 6	2 weeks before	
Tomatoes		- 8	1-2 weeks after	
* Crops are usually direct-seeded outdoors, but may be started inside.				

Source: Chart adapted from organicgardening.com January 2001

A Beginner's Guide to Vegetable Gardening

original article by: Tony Maniezzo, UBC's Food Garden Horticulturist

Keep It Simple

The biggest mistake made by beginning gardeners is starting too big. They are soon overwhelmed by the task, feeling discouraged and guilty. Vegetable gardening should be fun. If it becomes an onerous chore to water, weed, thin and pick, you will probably give up. We all live busy lives. When you start grumbling about going out to the garden after a day's work, the garden is going to suffer.

Getting Started

- Start small, gain confidence. A single raised bed 2m (6ft) by 3m (9ft) or 4m (12ft) is large enough. You can always add beds later as your confidence and skill grows. If you already have a large bed to begin with, consider dividing it up into smaller sections. Maybe plant some flowers or herbs to fill in the area? If your area is large, another idea is to plant squash or pumpkins – they cover a large area and help to reduce maintenance.
- Choose a site that gets at least 6 hours of sunlight per day
- Remove the sod from the site, shake off the soil and add the sod to your compost bin. It speeds up the composting if you rip up the sod into small pieces. If you don't have a compost bin, build one. You will be doing your garden a favor in the future. If there is buttercup in the sod pieces, do get rid of it.
- I recommend framing in the bed area and creating a raised bed. The soil will warm up sooner in the spring and help to keep weeds out of the bed. Use landscape ties or 2' x 10' boards. The really adventurous can build concrete forms. A 30-45 cm (12 to 18 inches) deep beds works well. Fill with topsoil.
- Feed the soil, not the plants.
- Add organic matter to a depth of approx. 10 to 15 cm (4 to 6 inches). This can be compost, animal or mushroom manure.
- Dig the organic matter into the top layer of soil. Let it sit for at least a couple of days before sowing or planting.

Sowing Seed

- Start sowing early in the season. At the Botanical Garden (located in Vancouver, British Columbia), I start in the first week of March.
- Remember, only grow what you and your family will eat. At this point in your gardening career, don't worry too much about trying to supply yourself with vegetables that will last all year. What you are trying to do is have small successes that build into something greater over time.
- This guide, catalogues, gardening books, and the Internet can be used to help you plan what to grow at different times of the year
- In April, sow spinach, green onions, carrots, cabbage, lettuce and Swiss chard.
- In May, sow pole beans, turnips, bush beans and corn.
- In June, sow bush beans.
- In July, sow spinach, mustard greens, Swiss chard and rutabaga.
- In August, sow onions and radishes.
- In September, sow radishes, broad beans, Oriental greens, salad blends and arugula.

Planting

- Warm season vegetables, such as tomatoes, squashes and peppers, are best bought from a local nursery (at least until you become more skilled at sowing seeds and creating indoor growing space). These are best planted in late May and early June.
- Other vegetables can also be purchased from the nursery and planted earlier. In the early stages of gardening I recommend this to help with the success of your garden.
- Another time of year for planting is August. This is when your winter vegetables would go in. Unfortunately, nurseries don't seem to carry vegetables at this time of year so you would have to sow your own in July or purchase plants earlier and plant then.

Weeding

- Weeds rob moisture and nutrients from vegetable plants, therefore you are helping to increase harvests by eliminating competition. Weeds also block sunlight.
- Have a positive attitude toward the task. It provides exercise, helps make compost and produces better veggies.
- Hoe regularly, even when you don't see a lot of weeds. This helps to kill germinating seeds and cultivates the soil.
- Avoid walking on newly cultivated beds as the soil compaction helps weeds to germinate and destroys soil texture. Use boards for walking on if you must go into the beds.
- Make sure you get all the roots of perennial weeds. A tiny root of dandelion or buttercup will quickly regrow into a full size weed.

Mulching

- To help combat weeds, you can mulch between rows. Organic mulches are best. When they breakdown, they benefit the soil. Use straw, grass clippings or pine needles.
- Mulching also helps to conserve moisture and modify soil temperature.
- Black plastic can also be used. It works, but personally I think it's ugly.
- Mulches should be applied when soil is moist.

Watering

- Deep regular watering is best. This allows for better root formation, plant stability and nutrient recovery.
- Seeds and transplants need to be kept moist. Watering every day may be required. For seeds that are planted deeper, such as beans, drying out is less of a problem.

- Best time to water is early morning.
- Do not wait for plants to show symptoms. Check soil regularly, grab a handful and squeeze it. If particles cling together, it is fine; but, if it feels dry and particles separate, it needs watering.
- Lack of moisture shows itself in different ways. Beets stop growing and become fibrous. Radishes grow hollow and stringy. Melons will not set fruit. Corn ears will not fill to the top. Leafy vegetables become bitter. Beans grow distorted. Tomatoes will show physical disorders such as blossom end rot. Squash wilt.

Pests and Diseases

- Try not to get crazy about insects chewing on your plants. If you fret about every little thing, gardening will not be a fun activity. Remember, bugs need to eat too.
- Do not use pesticides – poisons are not fun. They often kill beneficial insects along with the unwanted ones.
- Practice companion planting, e.g., onions and garlic around carrots and other root crops.
- Attract beneficial insects by planting flowers around your vegetable plot. Fennel and dill both attract a beneficial wasp that preys on aphids.
- Become observant. Check for aphids and rub them out with your hand or blast them with the hose.
- Look for cabbage butterfly larvae under the leaves and pick them off. A few holes is not a problem, as it usually the outer leaves that are affected.
- Slugs can be trapped with beer or kept away from vulnerable plants with eggshells.

Some Final Thoughts

These are the basics that should allow you to have a simple yet productive garden. With early success comes enthusiasm. The rest is up to you. Read books, talk to neighbors, use online forums, resources on the Internet, experiment and, above all, have fun. You will soon take the next step, trying new varieties and techniques for an even more rewarding experience – happy eating and enjoy!



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

Wednesday, May 19, 2021
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present

Commissioner D. Renwick – Chair
Commissioner D. Bauer – Vice Chair
Commissioner L. Payeur
Commissioner C. Smit
Commissioner K. Dzaman

Staff

Chief Administrative Officer – J. Lamb
Manager of Finance – E. Lee
Manager of Park Operations – D. Driediger
Manager of Corporate Services / Corporate Officer – R. Litchfield
Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer
Communications, Media and Event Coordinator – A. Nadeau

Regrets

(1) CALL TO ORDER

The Chair called the meeting to order at 5:03 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (d) the security of the property of the Municipality;

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;

Section 90 (1), (g) litigation or potential litigation affecting the Municipality; and

Section 90 (1), (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(3) RECONVENE

The meeting reconvened at 4:10 pm.

(4) APPROVAL OF AGENDA

4787-21 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of May 19, 2021; and

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

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of May 19, 2021; and

CARRIED

(5) 2020 DRAFT Financial Statements

- Sean Reid, KPMG regarding the 2019 Audit Findings Report
- Report dated May 19, 2021 from Erica Lee, Chief Financial Officer

4788-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the report from the Chief Financial Officer regarding the 2020 DRAFT Financial Statements be received; and

THAT the 2020 Financial Statements be approved.

CARRIED

(6) ADOPTION OF MINUTES

4789-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

- (a) ***THAT*** the Cultus Lake Park Board amend the minutes of the Regular Meeting held April 21, 2021 to reflect the Development Variance application for 207 Lakeshore Drive be amended to reflect the applicant discussion in proper order of business

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

4790-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

- (a) ***THAT*** the Cultus Lake Park Board receive the March 30, 2021 Foreshore Fundraising and Improvement Committee Minutes.

CARRIED

4791-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

- (b) ***THAT*** the Cultus Lake Park Board receive the April 20, 2021 Foreshore Fundraising and Improvement Committee Minutes.

CARRIED

4792-21 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

- (c) ***THAT*** the Cultus Lake Park Board receive the March 26, 2021 Village Center Planning and Development Committee Meeting Minutes.

CARRIED

4793-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (d) ***THAT the Cultus Lake Park Board receive the April 6, 2021 Commercial Leaseholder Committee Meeting Minutes.***

CARRIED

(8) CORRESPONDENCE

(a) **Restructuring of the FVRD Regional Indigenous Relations Committee**

- Letter dated May 6, 2021 from Jason Lum, Chair, FVRD

4794-21 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board receive the Restructuring of the FVRD Regional Indigenous Relations Committee letter for information.

CARRIED

(9) BYLAWS

(a) **2021-2025 Five-Year Financial Plan Amendment Bylaw No. 1193, 2021**

- Reported dated May 19, 2021 from Erica Lee, Chief Financial Officer
- 2015 - 2025 Financial Amendment Bylaw No. 1193, 2021
- Schedule A
- Schedule B
- Schedule C

4795-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give First, Second and Third Reading to 2021-2025 Five-Year Financial Plan Amendment Bylaw No. 1193, 2021.

CARRIED

(10) CONSENT AGENDA

(a) 2021 First Quarter Reports

- Finance
- Lions Parking
- Public Works
- Campground and Cabins
- Bylaw Compliance and Enforcement
- Fire Department
- Lease Assignment

4796-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board receive the 2021 First Quarter reports for information.

CARRIED

(11) REPORTS BY STAFF

(a) Cultus Lake Park User Application

- Report dated May 19, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

4797-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board approve the implementation of the Cultus Lake Park User Application through MyCivicApp.*

CARRIED

Amendment to resolution 4783-21 on the April 21, 2021 Regular Board Meeting – Pikeminnow Fishing Derby Special Event

- Report dated May 19, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

4798-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** resolution 4783-21 from the April 21, 2021 Regular Board Meeting minutes be amended to change the date of June 16, 2021 to June 19, 2021 so that the resolution reads:*

***THAT** the Cultus Lake Park Board support the Lions Club Covid-19 Fishing Derby for removal of Pikeminnow and Small Mouth Bass on June 19, 2021; and*

***THAT** the Cultus Lake Park Board support and allow placement of disposal boxes along the Foreshore and Main Beach.*

CARRIED

(12) COMMISSIONERS REPORTS

(a) Recommendations from the Foreshore Fundraising and Improvement Committee

- Report dated May 19, 2021 Casey Smit, Chair, Foreshore Fundraising and Improvement Committee

4799-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

***THAT** the Foreshore Fundraising and Improvement Committee request that the Cultus Lake Park Board approve the concept of signage being placed that will acknowledge significant donors to the Main Beach Dock Fundraising project. Staff to submit to the Cultus Lake Park Board signage and potential locations to the Board for final approval upon completion of the project.*

CARRIED

(13) COMMUNITY ASSOCIATION

Question:

Colleen Rogozinski, had questions with respect to the Queensborough report on the docks, which was made public at the February 23, 2021 Foreshore Fundraising and Improvement

Committee meeting. Several docks were identified as in need of repair or replacement, specifically docks, 3, 5 and 15. She inquired as to whether or not the Park Board would be liable if repairs were not completed in a timely manner as this was outlined in the report, and if so, when would the repair occur? She also inquired as to who is responsible for the docks on Lakeshore Drive that are not accessible to the public? Some have been reported to be in need of repair.

Answer:

Chair Renwick and Chief Administrative Officer, Joe Lamb noted that staff does a weekly review of all of the docks and address issues such as broken or split boards. He noted that staff are working through the report and we have rebuilt two docks by modifying some of the structures, and metal sleeves on the pilings. If there was an immediate concern the docks would be closed as of recent on the west side. It is built into the workplan to address significant issues as they arise.

Chair Renwick noted that we have done in the past and doing now currently is that we have approached the leaseholders that have the docks in front of their residence and asked them to rectify the situation and if they are not able to, then we could condemn them or close them down until they can be repaired.

(14) PUBLIC QUESTION PERIOD

Q: Johnathan Willcocks, Park Drive, noted that he submitted a letter with respect to design plans for 207 Lakeshore and the access to Lakeshore Drive/Munroe Avenue. He noted that they are in the process of designing their home and was shocked to hear about the decisions made and requested that the resolution be rescinded and revisited. He felt that a decision was made prior to the applicants being able to speak. He also asked what happens with a redesign for next steps.

A: Chair, David Renwick noted that the resolution was not seconded nor the resolution voted on as there was not appetite for the Board to approve the resolution for discussion purposes. He noted that the rules of order require a seconder and there was no seconder, so it died as if it was not presented. The process is, that the Fraser Valley Regional District to ask the Cultus Lake Park Board for input. It is not a matter that involves public input, it is a Board decision to make a recommendation to FVRD. The Board has followed protocol and allowed applicants to speak to the variance request. He further noted that they made a recommendation to FVRD that there be no access off of Munroe Ave. from 200 to 210B. He noted that FVRD will come back to the Board on further comments to discuss individual lots however this is based on safety and will need to deal with each one as they come up.

Chief Administrative Officer, Joe Lamb noted that FVRD looks to Cultus Lake Park Board to provide a recommendation as they manage the process for anything within the property pins. Cultus Lake Park Board provided a recommendation for the lots from 200 – 210B Lakeshore Drive as under the old zoning bylaw allowed access off of Munroe and the Board and for those lots to have access off of Lakeshore Drive.

Q: Rick Williamson, First Avenue inquired on the recent grants for tourist destination that were announced through the province of BC and inquired as to whether or not the Park has or will be submitting application and what amount.

A: Chief Administrative Officer, Joe Lamb noted that staff are reviewing qualifications and if we do qualify, if we do qualify, we will be making application for the maximum amount of either

\$500,000 for 75,000 patrons in a season or 1 million for an above number not noted. He also noted that at this time we are not aware of what the income qualifications are, however, a reminder that we are nonprofit and to note that we did have a successful year last year and that may form part of the qualification criteria and will have to take that into consideration.

(15) ADJOURNMENT

4800-21 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Regular Meeting of the Cultus Lake Park Board held on May 19, 2021 be adjourned at 5:39 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 19, 2021.

David Renwick
Chair

Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK BOARD SPECIAL REGULAR ELECTRONIC MEETING MINUTES

MAY 31, 2021
PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

SPECIAL VOTE BY TELEPHONE POLL

Section 5 of the Cultus Lake Park Board Procedure Bylaw allows for a Special Vote by Telephone Poll in urgent situations.

SPECIAL VOTE BY TELEPHONE OR ELECTRONIC TRANSMISSION

4801-21

Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

Cultus Lake Park Board passed the following resolution at the May 31, 2021 Special Regular Electronic Meeting:

THAT the Cultus Lake Park Board approve the Village Center Planning Survey; and

THAT the Cultus Lake Park Board approve that staff prepare and send the survey, supporting letter and information to all stakeholders.

CARRIED

I hereby certify the preceding to be a true and correct account of the Special Electronic meeting of the Cultus Lake Park Board held May 31, 2021.

David Renwick
Chair

Joe Lamb
Chief Administrative Officer



VILLAGE CENTER PLANNING AND DEVELOPMENT COMMITTEE MEETING MINUTES

FRIDAY, APRIL 23, 2021
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present	Commissioner K. Dzaman – Chair Commissioner D. Bauer – Vice-Chair
Committee Members	B. Vandenbrink C. Elstak – Via Zoom B. Shirly – Via Zoom E. Vance – Via Zoom P. Vander Helm – Via Zoom G. Senft – Via Zoom C. Rogozinski – Via Zoom
Delegates	G. Daneluz – FVRD – Via Zoom T. Islam – FVRD – Via Zoom
Staff	Chief Administrative Officer – J. Lamb Lease Administrator – K. Craig Communications, Media and Events Coordinator – A. Nadeau
Member of the Public	Commissioner Smit
Regrets	K. Renwick

(1) CALL TO ORDER

The Chair called the meeting to order at 9:02 am.

(2) APPROVAL OF AGENDA

Moved by: B. Vandenbrink Seconded by: E. Vance

***THAT** the agenda for the April 23, 2021 Village Center Planning and Development Committee be approved.*

CARRIED

(3) APPROVAL OF THE MINUTES

Moved by: G. Senft Seconded by: C. Elstak

***THAT** the minutes of the March 26, 2021 Village Center Planning and Development Committee be approved.*

(4) FVRD DELEGATION

The chair of the committee welcomed the staff from the FVRD and thanked them for attending.

Is there a current traffic study? – No, the last one was around 2011/12. It was recommended a traffic study be done. Can the Park ask the FVRD to do that? FVRD - Usually that is on the developer to take on the cost. It was suggested for the committee/staff to reach out to the Cottages at Lindell Beach, maybe they have a recent study. The traffic study should include both low season and high season information.

Will Plan Cultus need to be amended and what does that look like?

- Public works area and septic field are P2
- Plaza and adjacent property are C1

The Park or the developer would need to submit an application to amend the FVRD Zoning Bylaw for rezoning. It would be beneficial for the applicant to be proactive with public consultation prior to the application. Address concerns and have a plan to move forward. Once the FVRD receive the application for rezoning, the FVRD would follow their Board process and work with the applicant. There would be bylaw reading 1, then public consultation, then bylaw reading 2/3 and then final approval.

Does the FVRD have a template for the process and are you willing to share? No specific template, mostly working with the needs of a specific applicant.

The FVRD Zoning bylaw does not have a zone to permit this type of development and a new zone type will need to be created. This would be part of the application/amendment process.

Parking for a development like this really needs to be a high priority and should be a critical consideration. **Is underground parking in this area an option?** Underground parking is very expensive and difficult and would be an engineering discussion.

For a development of this type what studies would be suggested?

- Traffic study
- Sewer capacity
- Fire protection
- Storm water removal
- Conceptual architectural drawing
- Residential amenities; including public space

FVRD suggests a pre application for development and they will respond with a list of studies to complete prior to the application.

Water system?

- Water is not a problem

New Waste Treatment Plant?

- Phase one includes current requirements
- Phase two would include additional capacity
- Phase three goes beyond and has not been developed yet

FVRD needs to retain a portion of the current septic field for emergencies until they reach phase two. Adding 100-300 units would need to be considered during phase two.

What process needs to be followed to confirmed hydroelectric capabilities in the area?

- This is a routine part of the development process and usually the developer reaches out to the utility companies for availability and upgrade needs.

What's the time line for sewer system completion? It all depends on funding. Once funding is received it should be built within a year. Construction costs are significantly higher than before.

The Chair thanked the FVRD staff for attending and expressed the committee's appreciation.

A lot of work needs to be done prior to an application to go to the FVRD.

(5) MISCELLANEOUS

The committee suggested to reach out to the community through a simple survey and see what the community would like to see in the Village Center.

(6) NEXT DIRECTION/REQUESTS TO STAFF

Staff to reach out to the Cottages or the Aquadel Crossing development and see if they are any recent traffic studies.

Staff to find out about utilities in the proposed area and see if development can be accommodated.

Staff to organize, from the minutes, the process/critical path for this project.

Chair and Vice Chair to discuss, with the Board, how they envision the development/land ownership.

Staff to come up with survey questions and email to the committee, once approved at the committee level, they will then be presented to the Cultus Lake Park Board for input and approval.

(7) PUBLIC QUESTION PERIOD

C. Smit had no questions, but commented to the committee what a great job they are doing.

(8) NEXT MEETING DATE AND TIME

May 21, 2021 at 9:00 am

(9) ADJOURNMENT

Moved by: D. Bauer Seconded by: E. Vance

THAT the Village Center Planning and Development Committee meeting held on April 23, 2021 be adjourned at 10:47 pm.

CARRIED



COMMERCIAL LEASEHOLDER COMMITTEE MEETING MINUTES

TUESDAY, MAY 4, 2021
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner C. Smit – Chair
Commissioner L. Payeur – Vice Chair

Committee Members Christy. Ovens – Lakeside Beach Club
E. Maarhuis – Maars Burger Bar

Staff Chief Administrative Officer – J. Lamb
Lease Administrator – K. Craig
Communications, Media and Events Coordinator – A. Nadeau

Regrets

Members of the Public

(1) CALL TO ORDER

The Chair called the meeting to order at 9:05 am.

(2) APPROVAL OF AGENDA

Moved by: C. Ovens Seconded by: L. Payeur

***THAT** the agenda for the May 4, 2021 Commercial Leaseholder Committee be approved.*

CARRIED

(3) ADOPTION OF MINUTES

Moved by L. Payeur Seconded by: C. Ovens

***THAT** the minutes for the April 6, 2021 Commercial Leaseholder Committee be approved.*

CARRIED

(4) BUSINESS ARISING FROM MINUTES

Oil bin update – E. Maarhuis has arranged for an oil disposal bin for the Plaza Leaseholders should they require the services and choose to use it and pay for the service.

Parmenter sign – no update.

Electronic parking update – The plan is to go live next week.

Parking Lot B update – Will be open on Monday May 10, 2021.

(5) NEW BUSINESS

C. Ovens to find out which Cultus Lake Park Commercial Leaseholders belong to the Cultus Lake Business Association.

Commercial Leaseholder Committee members to reach out to the Cultus Lake Business Association. It would be beneficial for inquiries and requests to go through the Commercial Leaseholder Committee.

CAO updated the committee regarding the traffic calming meeting. Traffic cones will be used to block the highway, electronic signage will be used and there will be paving in July towards Columbia Valley.

(6) PUBLIC QUESTION PERIOD

No public at this meeting.

(7) NEXT MEETING DATE AND TIME

June 1, 2021 at 9:00 am – New parking program feedback

(8) ADJOURNMENT

Moved by: C. Ovens Seconded by: E. Maarhuis

***THAT** the Commercial Leaseholder Committee meeting held on May 4, 2021 be adjourned at 9:26 am.*

CARRIED



FORESHORE FUNDRAISING AND IMPROVEMENT COMMITTEE MEETING MINUTES

TUESDAY MAY 11, 2021
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner C. Smit – Chair
Commissioner L. Payeur – Vice Chair

Committee Members G. Senft – Via Zoom
B. Dyck – Via Zoom
N. McKenzie – Via Zoom
C. Elstak – Via Zoom

Staff Chief Administrative Officer – J. Lamb
Lease Administrator – K. Craig
Communications, Media and Events Coordinator – A. Nadeau

Regrets

(1) CALL TO ORDER

The Chair called the meeting to order at 9:08 am.

(2) APPROVAL OF AGENDA

Moved by: L. Payeur Seconded by: N. McKenzie

***THAT** the agenda for the May 11, 2021 Foreshore Fundraising and Improvement Committee be approved.*

CARRIED

(3) ADOPTION OF MINUTES

Moved by: G. Senft Seconded by: B. Dyck

***THAT** the minutes for the April 20, 2021 Foreshore Fundraising and Improvement Committee be approved.*

(4) NEW BUSINESS

Go Fund Me – C. Elstak to launch the go fund me page, but will wait to go live in conjunction with the media event around the Parking Lot B grand opening. This should give a lot of publicity to the fundraising. Staff to work on a media release when a date is appropriate due to Provincial Health Orders.

The committee thanked B. Dyck for his contributions to the beautification of Parking Lot B.

Update from G. Senft – Matching funds: Trying to get Saputo, Save On Food and new car dealerships to “match funds” with the committee. Promoting an event at the lake where businesses can be there with their products, ex: their vehicles, ice cream or others.

T. Dixon has offered her help and G. Senft to follow up with her.

G. Senft would like the committee to utilize the drop box spreadsheet to avoid overlap. Staff to work with the committee to use the document.

G. Senft would like to see a donor page on the website to profile donors as they come in. Staff to look into this.

CAO would like to see that when we start receiving donations to go to media outlets to promote them and create momentum regarding the Main Beach Dock Fundraising project.

(5) PUBLIC QUESTION PERIOD

No public at this meeting

(6) NEXT MEETING DATE AND TIME

June 8, 2021 at 9:00 am

(7) ADJOURNMENT

Moved by: L. Payeur Seconded. by: C. Elstak

THAT the Foreshore Fundraising and Improvement Committee meeting held on May 11, 2021 be adjourned at 9:26 am.

CARRIED



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 16, 2021 **FILE:**

SUBMITTED BY: Erica Lee, Chief Financial Officer

SUBJECT: 2020 Statement of Financial Information

PURPOSE:

To provide the Board with the 2020 Statement of Financial Information report for approval.

RECOMMENDATION:

***THAT** the report dated June 16, 2021 from the Chief Administrative Officer regarding the 2020 Statement of Financial Information be approved and that the report be placed on the Cultus Lake Park website.*

DISCUSSION:

For typical Local Governments, Section 376 of the *Local Government Act*, Section 168 of the *Community Charter* and Section 2 of the *Financial Information Act* (FIA) require that a statement of financial information for the previous year be prepared and presented to the Board by June 30th. In addition, the 2019 amendments to The *Cultus Lake Park Act* include a revision to Section 17(3). This section now states that "Section 168 [reporting of council remuneration, expenses and contracts] of the *Community Charter*, as it applies to the council of a municipality, applies to the board. Therefore, a schedule of remuneration, allowances and expense paid to board members for the purposes of carrying out their duties in office is now required. While the remaining components of the statement are not required, historically Cultus Lake Park Board has followed these provisions in the interest of financial transparency.

The Statement of Financial Information includes a number of components:

- a schedule of guarantee and indemnity agreements entered into;
- a schedule of severance agreements initiated in the year; and
- a schedule itemizing the total employer contributions to Employment Insurance and Canada Pension Plan.
- a schedule listing all suppliers paid more than \$10,000 (lower standard than required in FIA), along with a consolidated total of all payments made to suppliers for goods and services;
- a schedule of remuneration, allowances and expenses paid to board commissioners for the purpose of carrying out the duties of office;
- a schedule of remuneration and expenses paid to employees earning more than \$75,000, along with a consolidated total of all remuneration paid to all other employees.

STRATEGIC PLAN:

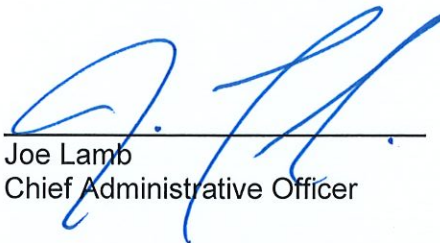
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:



Erica Lee, CPA, CA
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



Statement of Financial Information

2020

Cultus Lake Park

Schedules of Financial Information Pursuant to the Financial Information Act for the Year Ended December 31, 2020

GUARANTEE & INDEMINITY AGREEMENTS: 2020

No agreements existed in 2020.

SEVERANCE AGREEMENTS: 2020

There was one severance agreement under which payment commenced between Cultus Lake Park and its non-unionized employees in 2020.

This agreement represented 6 months of compensation based on the value of salary and employer paid benefits. Benefits include MPP, ADD, Life, Health and Dental.

EMPLOYER'S PORTION OF EMPLOYMENT INSURANCE AND CANADA PENSION

Employer's total CPP	\$68,987.76
total EI	\$30,080.72

Prepared pursuant to the Financial Information Regulations, Schedule 1, Sections 5 and 6 (6), (7) and (8).

CULTUS LAKE PARK

Schedule of Payments to Suppliers of Goods and Services over \$10,000 For the Fiscal Year Ended December 31, 2020

Vendor	Amount
AHA CREATIVE STRATEGIES INC.	\$ 44,416.98
AON REED STENHOUSE INC	162,309.00
ASSOCIATED FIRE SAFETY	15,805.27
BC HYDRO	125,434.36
BRAD'S CONTRACTING	13,287.42
BRANDT TRACTOR LTD	28,622.97
CITY OF CHILLIWACK	177,128.50
CORE-MARK	15,630.54
CUPE LOCAL 458	14,309.20
CUSTOM TANK SERVICES LTD.	11,911.41
DIGITAL REZ SOFTWARE	29,353.21
FARRIS LLP	189,396.67
FORTINS SUPPLY LTD	27,805.49
FORTIS BC	19,276.18
GRIFFIN INVESTIGATION & SECURITY SERVICES LTD.	217,319.89
HARRIS & COMPANY LLP	24,888.63
21 DEGREES - HUGH'S HEATING & AIR	10,645.95
I C B C	28,526.00
IMPERIAL OIL	21,329.32
IN & OUT PROPERTY SERVICES	35,106.42
KELMOR ENTERPRISES LTD	22,020.56
KPMG LLP	20,761.61
LIONS PARKING	91,334.94
M & M EXCAVATING SERVICES LTD.	40,845.00
MAGNUM DISTRIBUTION LTD.	10,815.53
MCRAE'S SEPTIC TANK SERVI	10,566.99
MINISTER OF FINANCE	14,070.17
MINISTER OF FINANCE - EHT 1139 8005	37,190.30
MUNICIPAL PENSION PLAN	211,422.87
MYRIAD INFORMATION TECHNOLOGY	84,270.18
PACIFIC BLUE CROSS	99,742.14
PIONEER BUILDING SUPPLIES LTD	19,452.79
QUEENSBORO MARINE EQUIPMENT LTD.	48,806.00
RAINBOW COUNTRY IRRIGATION LTD	10,185.00
RECEIVER GENERAL (GST)	131,266.81
RECEIVER GENERAL FOR CANADA-PAYROLL	463,202.77
RIM TREE SERVICES LTD.	36,648.01
ROCKY MOUNTAIN PHOENIX	11,580.28
ROLLINS MACHINERY LIMITED	10,595.20
SBC FIREMASTER LTD.	22,197.42
SHAW CABLE	29,099.90
TEK TRUCK SERVICES & ALIGNMENT	10,770.93
VALLEY WASTE & RECYCLING INCORPORAT ED	275,784.60

Vendor	Amount
VECTOR GEOMATICS LAND SURVEYING LTD.	14,570.85
WORKSAFE BC	40,881.44
	\$ 2,980,585.70
Consolidated total of suppliers receiving \$10,000 or less	\$ 514,414.31
Total payments to suppliers of goods and services	\$ <u>3,495,000.01</u>

The schedule of payments to suppliers is reported on a cash basis and totals will therefore differ from expenses in the consolidated financial statements which are reported on an accrual basis, resulting in timing differences.

Pursuant to Financial Information Regulations, Schedule 1, Section 7

CULTUS LAKE PARK

Gross remuneration paid to Commissioners in 2020

Paid to		Amount	Other Expenses
BAUER, Darcy	January - December	\$ 14,804.52	\$
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 16,004.52	\$ -
DZAMAN, Kirk	August - December	\$ 6,168.55	\$ -
	Communications Expense	500.00	
	Total Wages and Communications Expense	\$ 6,668.55	\$ -
LAMB, Joseph	January - March	\$ 5,998.38	\$
	Communications Expense	300.00	
	Total Wages and Communications Expense	\$ 6,298.38	\$ -
PAYEUR, Lawrence	January - December	\$ 14,804.52	
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 16,004.52	\$ -
RENEWICK, David	January - December	\$ 22,334.40	\$
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 23,534.40	\$ -
SMIT, Casey	January - December	\$ 14,804.52	\$
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 16,004.52	\$ -
Total remuneration and expenses for Commissioners		\$ 84,514.89	\$ -

Staff salaries over \$75,000.00

		(Note 1)	
BRYANT, Bonny	Chief Administrative Officer	96,893.53	2,029.40
DRIEDIGER, David	Manager of Park Operations	87,209.75	407.28
LAMB, Joseph	Chief Administrative Officer	92,264.77	-
LEE, Erica	Chief Financial Officer	79,035.80	1,870.00
SPENCER, Jacquie	Manager of VS, Accomodations and Bylaw Enforcement	82,898.48	
Subtotal		\$ 438,302.33	\$ 4,306.68
Consolidated total of other employees earning less than \$75,000		\$ 1,225,323.83	\$ 5,904.35
Total Remuneration and Expenses for Employees		\$ 1,663,626.16	\$ 10,211.03

Note 1: includes taxable benefits for Life Insurance, AD&D

Prepared pursuant to Financial Information Regulations, Schedule 1, Sections 6(2), (3), (4), (5) and (6).

Statement of Financial Information Approval

The undersigned represents the Board and Management of Cultus Lake Park, which at the June 16, 2021 meeting of the board, approved the statements and schedules included in the 2020 Statement of Financial Information, pursuant to the *Financial Information Act*.

David Renwick
Chair

Erica Lee, CPA, CA
Chief Financial Officer

Date

Date



CITY OF CHILLIWACK
OFFICE OF THE MAYOR

June 7, 2021

Via Email: david.renwick@cultuslake.bc.ca

Chair David Renwick
Cultus Lake Park Board
4165 Columbia Valley Highway
Cultus Lake, BC V2R 5B5

Dear Chair Renwick,

Re: Proposed Motorized Watercraft Speed Restriction on the Vedder River / Vedder Canal

The Vedder River Greenway is Chilliwack's most popular recreational corridor, home to sensitive wildlife and an area which is significant for Stó:lō culture, tradition and identity. Each year, the City receives numerous complaints about motorized watercraft speeding on the Vedder River, creating unsafe conditions and damaging aquatic habitat. In response, the City is investigating options to impose a vessel speed restriction to allow everyone to enjoy the river safely and to protect this fragile environment.

To increase safety and reduce environmental impact, the City is intending to make application to Transport Canada for a vessel speed restriction of 5 km/h on the Vedder River between the Vedder Crossing Bridge and the confluence with the Fraser River (please see attached map).

There are many types of recreational users enjoying the Vedder River, including anglers, non-motorized watercraft, swimmers and families enjoying the riverside. Fast moving watercraft create safety concerns for these users and increase noise and disturbance levels, impacting other users of the Vedder River, and adjacent properties.

The Vedder River is also home to many varieties of fish throughout the year, including salmon, and the river connects directly to several spawning channels. Further, the river borders the Great Blue Heron Nature Reserve, where the Pacific Great Blue Heron, a species at risk, nests. Fast moving watercraft have the potential to negatively impact both fish habitat and disturb the significant conservation efforts underway at the heron reserve.

...2

Finally, there is significant flood protection infrastructure associated with the Vedder River. This area borders some of Chilliwack's main dyke system and the river is the source of water for the Sardis-Vedder aquifer. Large wakes caused by fast watercraft cause bank and dyke erosion and increase water turbidity that could impact water sources and wildlife.

As part of the consultation process for this application, the City is seeking your Council's / Board's support, in principle, for this application to proceed.

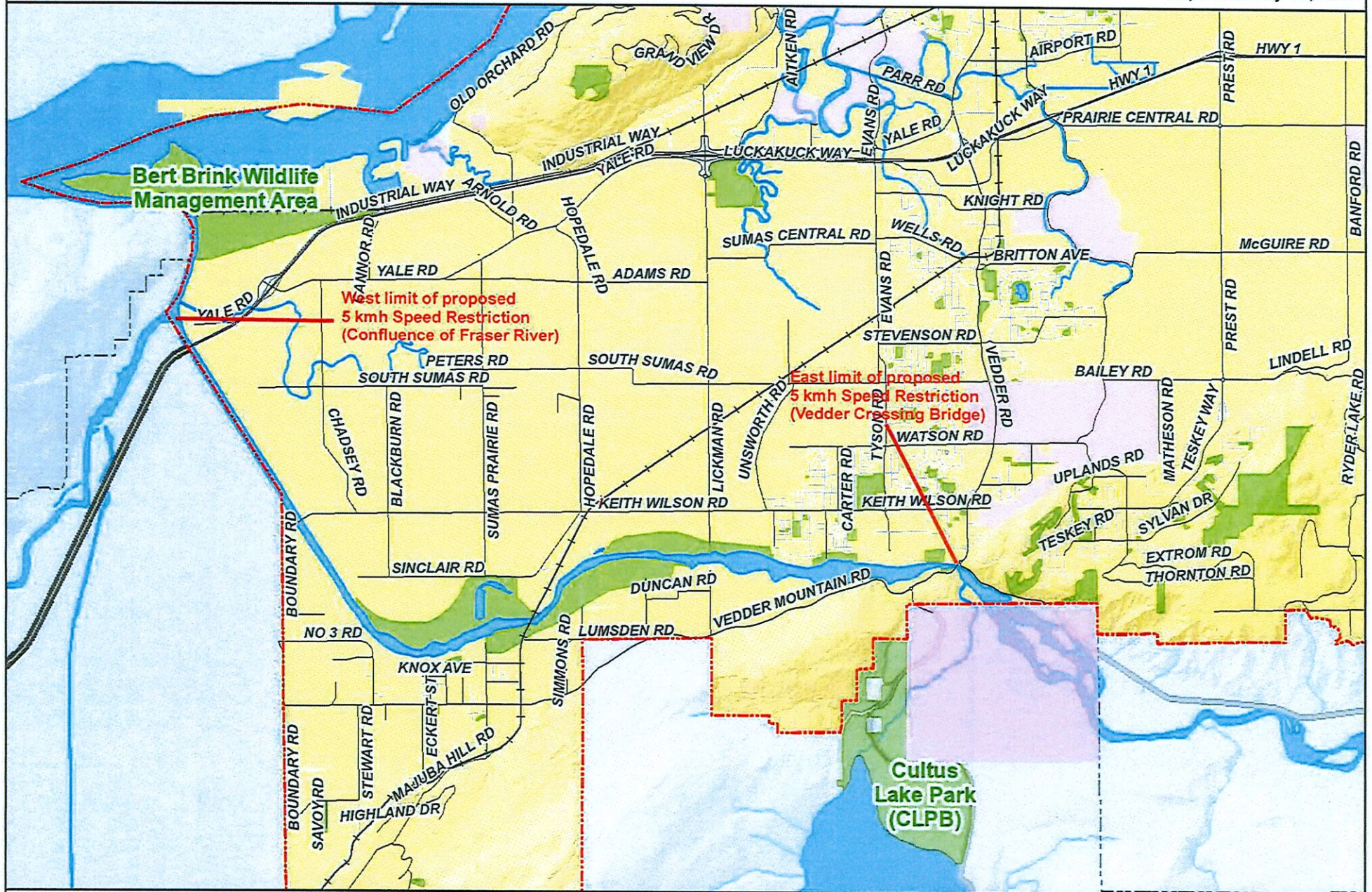
Thank you for taking the time to review this letter. If you have any feedback regarding this proposal, questions or concerns, please contact Glen MacPherson, Director of Operations, at 604.793. 2810 or macpherson@chilliwack.com.

I look forward to receiving notification of your support.

Sincerely,

Ken Popove
Mayor

Enclosure: Vedder River Map



Scale: 1:64,000

0 850 1,700 3,400 m

Data accuracy not guaranteed



May 12th, 2021

FROM: Jonathan Willcocks, Lakeshore Drive

TO: Commissioners on the Cultus Lake Board: David Renwick (Chair) Darcy Bauer (Vice Chair), Larry Payeur, Casey Smit, and Kirk Dzaman

RE: Decision and Decision-making Process at the April 21st Board Meeting re: Munroe Avenue access

Hello Board Members,

I am thankful that the 'Commissioners encourage the community to provide input, feedback and ideas about how to make Cultus Lake Park a great place to live, work and play'. In this spirit, I submit the following letter.

I am writing about a decision - and process to get to that decision – in the last Board meeting, that I felt was unfairly and unreasonably handled, and my request is that the decision is rescinded.

To add context, I have been a property owner here for almost 18 years. In September, our family chose to move up here full time, preparing to build on our cabin site at 206 Lakeshore Drive and turn it into a family home. Since the site is quite narrow, in order to develop a sufficient space for family, naturally height becomes a key factor. A 3-storey home seemed the best way to go. To create enough space for outdoor gear/toys, and parking for 3 cars, during this design process, our architect/build consultant designed a home that included an egress from Munroe Avenue. The design includes a small driveway coming off Munroe well into our personal property to use as storage or park a car; thus also allowing owners to walk into the living area of their home carrying groceries, etc. By having access off Munroe, it also helps take advantage of a natural feature of an elevated point to support improved lifestyle living. In addition, it helps owners avoid the cost and use of having a built-in elevator if the only access point to a 3-storey home is off Lakeshore Drive.

In the last Board meeting, while reviewing the design plans that our new neighbours had done for their home at 207 Lakeshore Drive, (which also included an option to access Munroe), the Board promptly voted against access from Munroe. It seemed to be a very abrupt, almost subjective, decision-making process with limited to no discussion, literally making it an uninformed and unfair decision. It was done so abruptly and rushed, as if it was pre-decided, that the motion wasn't even seconded!

This decision has huge implications to owners like ourselves and the owners of 207, as well as any other owners on Lakeshore Drive, who are affected now and/or in the future as far as development potential and thus overall property value. It also has huge cost implications when local consultants, along with FVRD, had given preliminary support for the designs which may now all have to be re-done, costing additional time and money for anyone who has shown initiative to get moving on trying to create a new home at Cultus Lake (ie. currently ourselves and the owners of 207).

By not having an option to access Munroe for these properties in question, not only will it negatively affect people's living/lifestyles, and slow down an already complex and expensive build process, it will also negatively impact the parking capacity on both streets, making it even more limited than it is already; another problem that will continue to escalate if there aren't responsible alternatives for local residents. Creating viable solutions for off-street / on-property parking seems to be a natural solution (albeit a small one, but by principle, every solution helps in the bigger picture).

One of the reasons I believe for possibly voting 'no' was due to the narrow roadway on Munroe along that first section. I am not an engineer, but by comparing other street widths and egresses, it doesn't seem to be any worse than several other properties along Lakeshore and Munroe and other local streets for that matter. With a sufficient depth of driveway, along with sufficient width of driveway to manoeuvre a small vehicle, along with low traffic volume to a dead-end street, there should be no rational safety reason whatsoever, why the properties in question on Lakeshore should not have an option to access Munroe. It seems to be a win-win situation on many levels. The positives of allowing residents an egress on their property to park cars off Munroe fully and clearly outweighs the negatives!

Moreover, when we look at other decisions along that stretch that have previously been given allowance for dual access from both Lakeshore and Munroe (I am happy to give examples), this recent decision has no rationale and was not reasonable and fair.

Furthermore, strictly from a decision-making process, when important decisions like this are part of a Board agenda, my belief is that the membership (residents of Cultus Lake) must be given due warning before the meeting. The topic **MUST** be put forth on the proposed agenda **BEFORE** the meeting and thus before any discussions and key decisions are made. From this standpoint alone, the process did not follow correct protocol and was improperly handled.

Action: I request that this decision is rescinded until all information is brought forth and such a decision, which has huge implications to property owners, follows an informed review process and proper protocol.

I would expect that this correspondence, which requests an action to be taken is put forward for consideration at a Board meeting and will be copied in the public agenda package.

Thank you very much.

Sincerely,

Jonathan Willcocks
Lakeshore Drive, Cultus Lake, BC

May 13, 2021

Attention: Cultus Lake Board: David Renwick (Chair) Darcy Bauer (Vice Chair), Larry Payeur, Casey Smit, and Kirk Dzaman

From: DeVonne and Rise` Friesen, Lakeshore

Dear Board Members,

We've been contacted by a number of our concerned neighbours in the Lakeshore area, and want to give some feedback on the process and the decisions made at the April 21 Cultus Lake board meeting regarding access to Munroe by residents between 201 and 210 Lakeshore Drive.

We want to first acknowledge that we understand the challenge the board faces with applying decisions from the by-laws that will affect the community for the long term. There are many competing priorities and interests at play. This is why we all have to rely on the parameters in place, and work together to find the best solutions. We think where the frustration is coming from is the process.

When our variance application came up on the agenda, we expected a good faith discussion of the application, and a chance for community members to provide input. There were neighbours who were in attendance that hoped to speak up in support of the application, but who were not given the opportunity.

The big surprise, however, was the motion put forward against our ability -- and any other resident along that stretch of Lakeshore -- to access Munroe for parking within the property lines. This was a significant motion that took residents by surprise, and one that, in our opinion, was not given adequate treatment and opportunity for input and questions. This strong and sudden motion against accessing any parking from the Munroe side of the property requires a significant redesign of our future home. It also does not allow us to add much needed parking to the area, and of course affects other residents in the same way.

Again, we understand that there are many considerations the board must make in these kinds of decisions, and that the issue of safety is always important. However, though narrow, Munroe is a much less congested road than Lakeshore, and the safety issues seem manageable. We also recognize that the park must consider the longer term potential to widen that stretch of Munroe. This also seems viable even if residents are able to access Munroe and create parking within their property lines. The built-in egress, as far as we understand, is designed for just this kind of future potential.

Because of all the factors involved with the decision to oppose the access to Munroe, our request is that the board would repeal that decision and allow affected residents to have input into such a significant ruling.

Respectfully,

DeVonne and Rise` Friesen

May27th, 2021

The Lakeside Beach Club

Christy & Chris Ovens

Cultus Lake Parks Board

To the Commissioners,

Thank-you in advance for taking the time to read our request for an extension of approval of the temporary patio extension at the Lakeside Beach Club.

We are hoping for an extension from the board for the temporary license from the BC Liquor & Cannabis Board valid until October 31st, 2021.

We have submitted and been approved by the BC Liquor & Cannabis Board for a temporary patio extension as per Policy Directive 20 - 13. This extension is to allow us to gain back some of our lost seating based on the new 50% capacity and social distance spacing requirements. We have lost 115 seats due to these restrictions. The summer season is when we need every seat full in order to be able to maintain being a year-round business in the community. We are asking for your support in helping achieve this.

The space is an inviting area for families to enjoy a quicker and more casual dining experience than our current dining room and patio. We have put picnic tables out in this area. We plan on providing temporary fencing to ensure that guests understand the barrier for the licensed 'picnic area' as well for a safety measure from vehicles. We plan on decorating the area with some plants, and bright 'fun' umbrellas if the extension is approved. We will have full control of the area and it is intended to be an extension of our current patio seating to regain some of the lost capacity seats.

Should you have any questions about our thoughts and plans please feel free to contact us personally at

[REDACTED]

Sincerely,

Chris & Christy Ovens

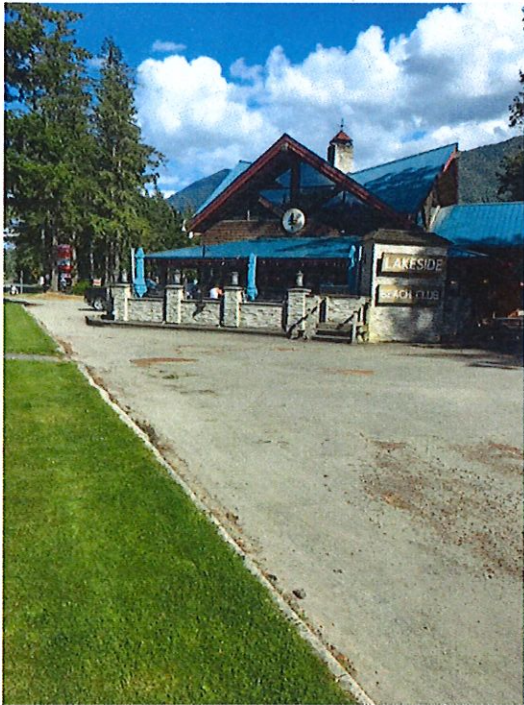


Fig. 1: A shot from the NorthWest end of the parking lot. Where we imagine tables being able to be placed with some temporary fencing while still maintaining a walkway for visitors to the plaza



Fig. 2: A shot showing the open space that is under utilized in our parking lot. We imagine running the BBQ this summer to allow an expedited experience for families who do not want to wait for a table inside.

Rachel Litchfield

From: Graham Daneluz <Gdaneluz@fvrd.ca>
Sent: May 19, 2021 4:34 PM
To: Rachel Litchfield; Bylaw Enforcement
Subject: FW: TESA Job# 023760 Approval Notice - The Lakeside Beach Club - Food Primary Liquor Licence #305445
Attachments: TESA Approval Letter - The Lakeside Beach Club (305445).pdf; TESA RED-LINE Floor Plan - The Lakeside Beach Club (305445).pdf

From: Trelawny, Connor LCRB:EX <Connor.Trelawny@gov.bc.ca>
Sent: May 19, 2021 4:33 PM
To: Rachel Litchfield
Cc: Kanno, Emil LCRB:FX <Emil.Kanno@gov.bc.ca>; Graham Daneluz <Gdaneluz@fvrd.ca>; Chilliwack RCMP
Subject: TESA Job# 023760 Approval Notice - The Lakeside Beach Club - Food Primary Liquor Licence #305445

Good Afternoon Christy,

Your application for a Temporary Expanded Service Area has been approved. Please see attached approval letter and Floor Plan for your Temporary Expanded Service Area for The Lakeside Beach Club.

Thanks,

Connor Trelawny | Case Manager
Liquor and Cannabis Regulation Branch
Ministry of Public Safety and Solicitor General
Phone: 250-475-7408

Please Note:

Due to security concerns, Liquor & Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information.

Liquor Licensees, we're modernizing! If you haven't yet, please set up your [Business BCeID](#) as soon as possible to ensure your smooth transition to our [online licensing portal](#). As of March 2021, you'll need your Business BCeID to manage your licence and submit applications.
[Learn more.](#) [Create account/BCeID.](#) [Questions?](#)



May 19, 2021

Job Number: 023760

The Lakeside Beach Club Ltd.
cultuslakesidebeachclub@gmail.com

Dear Licensee,

Re: Temporary Expanded Service Area Authorization
Establishment: The Lakeside Beach Club
Food Primary Liquor Licence # 305445
Establishment Location: 4131 Columbia Valley Highway, Cultus Lake, V2R 5B7

The Liquor and Cannabis Regulation Branch (LCRB) has authorized a temporary expanded service area for the above-noted establishment to support you in complying with the Provincial Health Officer's orders and guidelines regarding physical distancing.

Temporary Expanded Service Area:

- Date of Authorization: May 19, 2021 to October 31, 2021, subject to further restriction by the local government or First Nation.
- Person01 is temporarily expanded as per the submitted plans (attached).
- The terms and conditions of the temporary expanded service area are the same as the terms and conditions of Person01.
- The person capacity of Person01 and the temporary expanded service area, combined, is not to exceed 108.
 - Please be aware that the Provincial Health Officer may have put additional restrictions on your establishment's capacity.
- Only servers are permitted to carry liquor across the unlicensed sidewalk.

You are reminded that it is the licensee's responsibility to ensure that the expanded service area covered by this authorization remains in compliance with all applicable provincial and local government laws, by-laws, and regulations, including those of other regulatory agencies such as local health authorities, and the Agricultural Land Commission.

A copy of this authorization and attached plans must be kept on site, along with your liquor licence and red-lined floor plans, readily available for inspection at all times while the expanded service area is in use.

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292, Stn Prov Govt,
Victoria, BC, V8W 9J8

Location:
4th floor, 645 Tyee Road
Victoria, BC, V9A 6X5
Phone: 250 952-5787
Facsimile: 250 952-7066

Website:
www.gov.bc.ca/liquorregulationandlicensing

If at any time the expanded service area is not being managed to the satisfaction of the General Manager, this authorization may be revoked.

If you have any questions, please contact the Licensing Help Desk at 1-866-209-2111.

Sincerely,

Connor Trelawny

Case Manager
Liquor and Cannabis Regulation Branch

Attachment: Floor Plan – Temporary Expansion Area

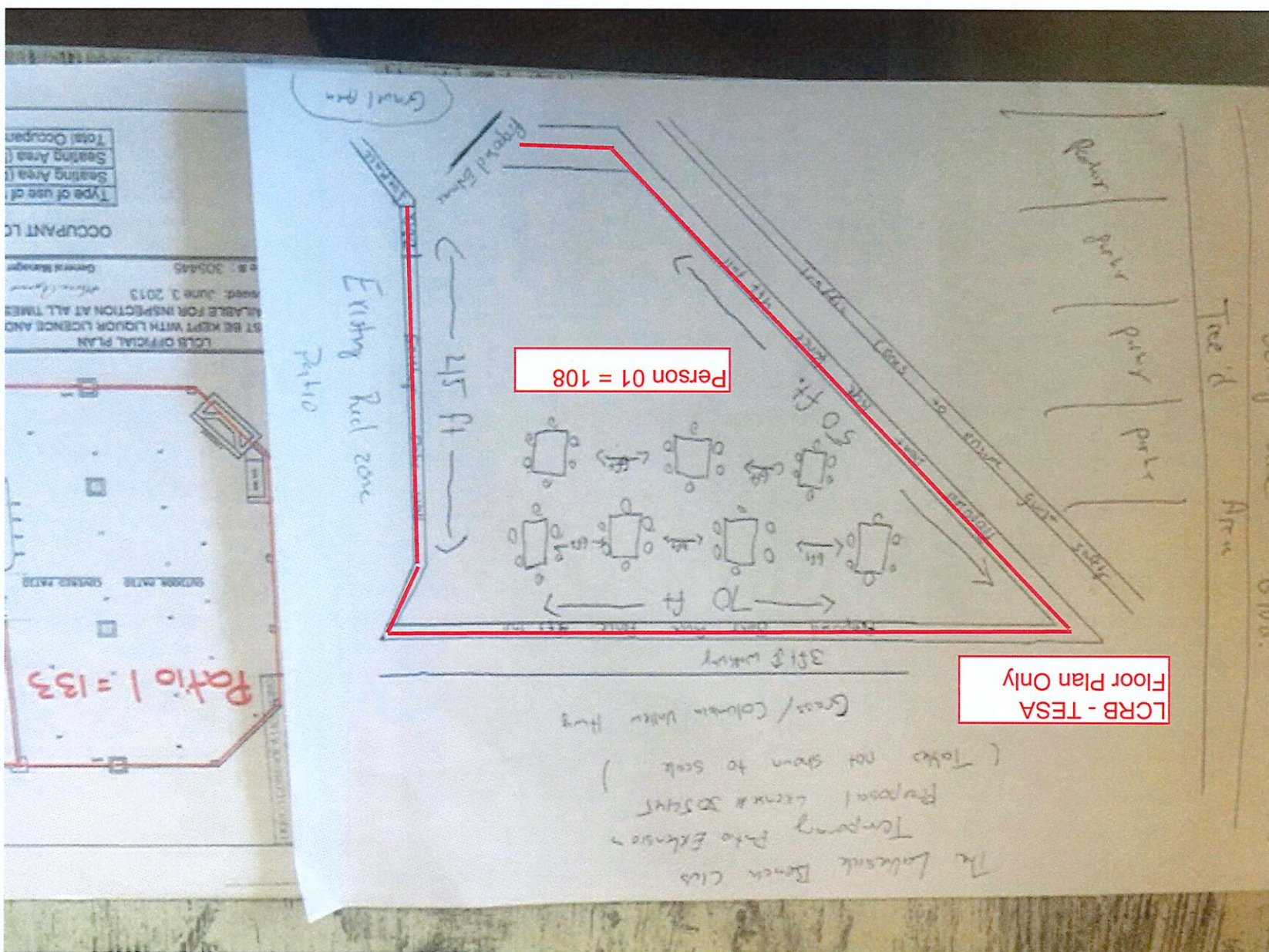
cc: Emil Kanno, Inspector
Fraser Valley Regional District
Chilliwack RCMP

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292, Stn Prov Govt,
Victoria, BC, V8W 9J8

Location:
4th floor, 645 Tyee Road
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Phone: 250 952-5787
Facsimile: 250 952-7066

Website:
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CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 17, 2020 **FILE:** 4020
SUBMITTED BY: Joe Lamb – Acting Chief Administrative Officer
SUBJECT: Lakeside Beach Club request for temporary patio extension

PURPOSE:

The purpose of the report is to provide the Board with information regarding a request from Chris and Christy Ovens of Lakeside Beach Club, regarding a temporary patio extension.

DISCUSSION:

On June 1, 2020 staff received a letter from Lakeside Beach Club requesting that they receive Board approval to temporarily expand their patio further into their demised lease space. Other municipalities are allowing food service establishments to expand their licensed outdoor service spaces due to Covid 19 social distancing requirements. Mr. and Mrs. Ovens are good tenants within the Park and are current with all payments and actions required by the Park. Staff recommend that the Board approve the temporary expansion till the end of September 2020.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board approve the request to expand their outdoor patio space as noted in Schedule A as attached, into their parking area as requested once they have received the appropriate approvals from the BC Liquor & Cannabis Board.*

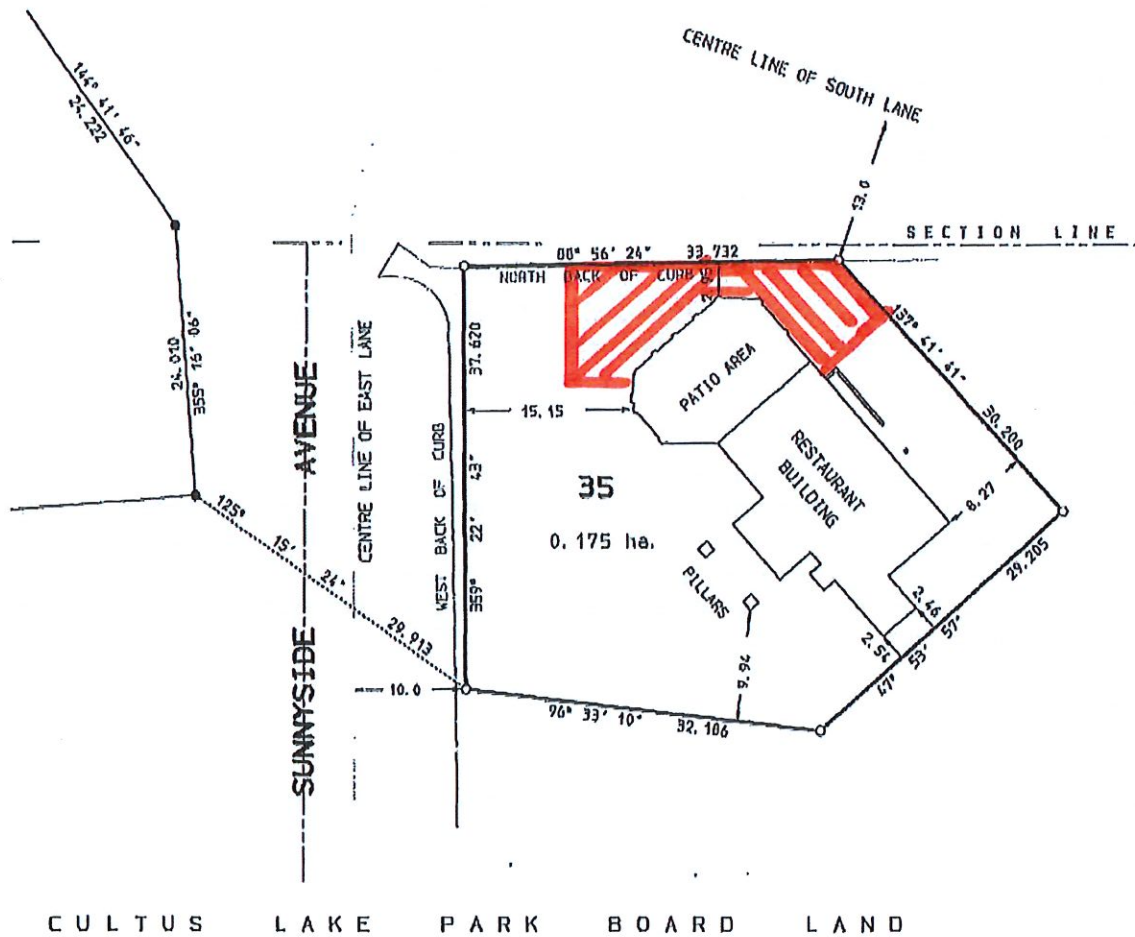
STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:

Joe Lamb
Acting Chief Administrative Officer

SCHEDULE "A"
PLAN OF PREMISES



LEGAL SUBDIVISION 14
SECTION 25 TOWNSHIP 22

June 1st, 2020

The Lakeside Beach Club

Christy & Chris Ovens

Cultus Lake Parks Board

To the Commissioners,

Thank-you in advance for taking the time to read our request for approval of a patio extension at the Lakeside Beach Club.

We are requesting your approval to allow us to extend our patio seating into our parking lot for the Summer 2020 season. On the NorthWest end of the building there is a small path (Fig. 1) that people use to access the plaza at times and then there is a large space (Fig. 2) which is unused on the West side of the building. There are no parking stalls present in this area, as well we see countless vehicles try to use it as a drive-thru and have witnessed many people with motorhomes and boat trailers get stuck in this area.

We will be submitting an application to the BC Liquor & Cannabis Board for a temporary patio extension as per Policy Directive 20 - 13. This extension is to allow us to gain back some of our lost seating based on the new 50% capacity and social distance spacing requirements. We have lost 115 seats due to these restrictions. The summer season is when we need every seat we have full in order to be able to maintain being a year-round business in the community. We recently signed a new 5 year lease with a rent increase and have every intention of being here long-term. We are asking for your support in helping achieve this.

We imagine the space being an inviting area for families to enjoy a quicker and more casual dining experience than our current dining room and patio. We would like to put picnic tables out in this area. We would use "boat rope" and fence posts to provide temporary fencing to ensure that guests understand the barrier for the licensed 'picnic area'. We will have full control of the area and it is intended to be an extension of our current patio seating to regain some of the lost capacity seats.

Should you have any questions about our thoughts and plans please feel free to contact us personally at
or by e-mail

Sincerely,

Chris & Christy Ovens

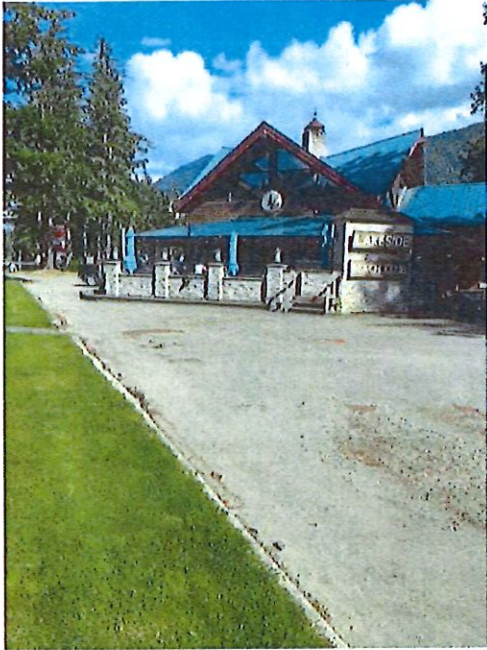


Fig. 1: A shot from the NorthWest end of the parking lot. Where we imagine tables being able to be placed with some temporary fencing while still maintaining a walkway for visitors to the plaza



Fig. 2: A shot showing the open space that is under utilized in our parking lot. We imagine running the BBQ this summer to allow an expedited experience for families who do not want to wait for a table inside.

INVASIVE SMALLMOUTH BASS IN CULTUS LAKE

WHAT'S THE PROBLEM?

In 2018 Cultus Lake got even busier with the introduction of smallmouth bass. In Canada, these fish are native to the Great Lakes and St Lawrence River System, but due to their popularity as a sport fish, they have been introduced throughout the world.



WHY DO WE CARE?

- Bass are voracious predators and are potentially feeding on both at-risk species in the lake: Cultus Sockeye Salmon, and Cultus Pygmy Sculpin
- Bass can compete for both food and habitat, which can decrease native fish species in Cultus Lake
- Bass are incredibly adaptive and can flourish in both lakes and rivers

HOW CAN YOU HELP? *Go Fishing!*

- If you catch a **PINK** tagged bass: return fish immediately to the lake
- If you catch a **GREEN** tagged bass: record date, # of hours spent fishing, tag number, and length (mm), then kill or return bass to lake
- If you catch an untagged bass: record date, # hours spent fishing, and length (mm), then kill or return bass to lake
- Send information to the researcher at wmargetts@tru.ca



Fisheries and Oceans
Canada

Pêches et Océans
Canada



Mitacs

Don't forget, transporting live fish is illegal and without a permit you can be fined up to \$100,000. Please report any suspicious activity to a conservation officer at 1-877-952- RAPP

For more information please contact Wendy Margetts at wmargetts@tru.ca in the lab of Dr. Brian Heise at TRU

Rachel Litchfield

From: Amanda Nadeau
Sent: May 17, 2021 10:35 AM
To: Rachel Litchfield
Subject: FW: SMB Sign
Attachments: A-Frame SMB Sign.pdf

This is the A-Frame sign that Wendy was asking to have at Main Beach Docks all summer long.
Does the Board need to be approached?

From: wendy margetts
Sent: Monday, May 17, 2021 10:18 AM
To: Amanda Nadeau <amanda.Nadeau@cultuslake.bc.ca>
Subject: SMB Sign

Hi Amanda,

As mentioned last week, it would be great to have an A-frame sign (2ft x 3ft) at the end of the Main Beach dock. I've noticed that people really aren't hearing about the project, and this is such a high traffic area that I think this would really help our cause! I've attached a copy of the sign. I would like to have the sign displayed throughout the summer, (now - August), but I understand that this might not be possible so please let me know what would work for you.

Thanks!
Wendy

*Wendy Margetts, MSc Candidate,
Thompson River University.*



Cultus Lake Park

2021-2025 Five-Year Financial Plan Amendment Bylaw No. 1193, 2021

A Bylaw to amend The Cultus Lake Park Board 2021-2025 Financial Plan

The Board for Cultus Lake Park did enact a bylaw cited as “*Cultus Lake Park 2021-2025 Financial Plan Bylaw Bylaw 1181, 2020*”.

The Board for Cultus Lake Park deems it advisable to amend said bylaw;

The Board for Cultus Lake Park, in open meeting assembled, enacts as follows:

1. TITLE

This Bylaw may be cited for all purposes as “The Cultus Lake Park 2021-2025 Financial Plan Amendment Bylaw No. 1193, 2021”

2. AMENDMENTS

Schedule “A” titled 2021 Financial Plan and Schedule “B” titled 2021-2021 Financial Plan, attached hereto and forming part of this Bylaw, are hereby declared to be the 2021-2025 Amended Financial Plan for Cultus Lake Park.

3. EFFECTIVE DATE

READ A FIRST TIME this 19 day of May, 2021

READ A SECOND TIME this 19 day of May, 2021

READ A THIRD TIME this 19 day of May, 2021

ADOPTED this XX day of XXXX, 2021

David Renwick, Chair
Cultus Lake Park Board

Joe Lamb
Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true
and correct copy of "Cultus Lake Park
2021-2025 Five-Year Financial Plan
Amendment Bylaw No. 1193, 2021"

Chief Administrative Officer

CULTUS LAKE PARK
2021 FINANCIAL PLAN

Schedule "A"

	2020 FINANCIAL PLAN	2021 FINANCIAL PLAN	2021 SUNNY- SIDE	2021 COMM LEASE	2021 RESID LEASE	2021 COMM. HALL	2021 VISITOR SERVICES	2021 FORESHORE LEASE	2021 VOLUNTEER FIRE DEPT	2021 PUBLIC WORKS	2021 PROTECTIVE SERVICES	2021 GENERAL & ADMIN	2021 CEAC
REVENUES													
Sunnyside Campground	\$ 2,996,710	\$ 3,299,400	\$ 3,299,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	601,025	651,292	-	651,292	-	-	-	-	-	-	-	-	-
Residential Leases	895,269	870,389	-	-	870,389	-	-	-	-	-	-	-	-
Community Hall	11,950	11,950	-	-	-	11,950	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	268,260	219,700	-	-	-	-	219,700	-	-	-	-	-	-
Parking/Public Area Revenue	710,500	856,500	-	-	-	-	856,500	-	-	-	-	-	-
Foreshore Lease	45,200	109,000	-	-	-	-	-	109,000	-	-	-	-	-
Volunteer Fire Department	273,430	281,590	-	-	-	-	-	-	281,590	-	-	-	-
Protective Services	3,500	106,850	-	-	-	-	-	-	-	-	106,850	-	-
General Administration	42,500	42,500	-	-	-	-	-	-	-	-	-	42,500	-
CEAC	36,000	36,700	-	-	-	-	-	-	-	-	-	-	36,700
TOTAL REVENUES	\$ 5,884,344	\$ 6,485,871	\$ 3,299,400	\$ 651,292	\$ 870,389	\$ 11,950	\$ 1,076,200	\$ 109,000	\$ 281,590	\$ -	\$ 106,850	\$ 42,500	\$ 36,700
EXPENDITURES													
Advertising	\$ 18,350	\$ 13,500	\$ 9,550	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ 550	\$ -	\$ -	\$ 1,500	\$ -
Audit/Accounting	17,870	18,085	-	-	-	-	-	-	-	-	-	18,085	-
Board Level Expenses	17,000	17,000	-	-	-	-	-	-	-	-	-	17,000	-
Building Maintenance/Materials	60,850	69,700	31,500	8,000	-	3,500	11,400	-	4,800	6,200	1,200	3,100	-
Commemorative Benches	1,900	1,900	-	-	-	-	1,900	-	-	-	-	-	-
Conferences	16,780	16,830	3,330	-	-	-	-	-	-	2,500	-	11,000	-
Contract Services	581,800	521,900	198,300	-	-	-	40,600	-	-	5,000	242,000	36,000	-
Data Processing	43,900	61,170	34,270	-	-	-	1,500	-	2,000	1,000	5,900	16,500	-
Education & Training	47,450	47,200	4,500	-	-	-	400	-	32,000	2,100	3,200	5,000	-
Election Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	70,300	76,200	11,500	-	-	-	8,800	1,500	40,900	11,500	1,000	1,000	-
Equipment Fuel	4,915	5,010	500	-	-	-	-	800	-	3,710	-	-	-
Garbage Collection/Recycle	181,815	187,542	53,500	18,347	100,535	-	7,200	-	-	7,960	-	-	-
General Maintenance	20,000	20,000	-	-	-	-	20,000	-	-	-	-	-	-
Grounds Maintenance/Materials	91,415	99,195	47,500	2,800	-	1,000	35,805	10,000	500	1,590	-	-	-
Insurance - Business	162,800	176,300	28,500	33,500	6,700	8,600	33,900	16,400	11,900	13,500	7,700	15,600	-
Insurance - Vehicles	29,465	29,831	1,560	-	-	-	-	100	5,950	18,740	1,400	2,081	-
Janitorial Supplies	45,500	45,300	22,500	-	-	-	21,800	-	1,000	-	-	-	-
Legal/Professional Fees	159,675	175,000	20,000	-	-	-	-	-	-	-	5,000	150,000	-
Licences/Permits/Taxes	5,500	9,750	1,200	-	-	-	-	1,100	-	450	7,000	-	-
Memberships/Dues/Subscriptions	5,330	5,335	185	-	-	-	-	-	700	750	-	3,700	-
Office Supplies	26,830	30,085	4,400	-	-	-	650	-	1,400	1,560	1,200	20,000	875
Interest and Bank Charges	5,400	5,450	950	-	-	-	500	-	-	-	-	4,000	-
POS Charges	75,300	77,300	56,000	-	-	-	12,300	-	-	-	-	9,000	-
Retail Sales (COGS)	69,800	58,025	57,200	-	-	-	825	-	-	-	-	-	-
Office Furniture	4,500	4,500	500	-	-	-	-	-	-	-	-	4,000	-
Postage & Courier	4,000	4,000	-	-	-	-	-	-	-	-	-	4,000	-
Equipment Rentals	25,200	25,500	-	-	-	-	10,200	-	-	-	-	15,300	-
Community Wildfire Protection Plan	5,000	5,000	-	-	-	-	-	-	-	-	-	5,000	-
Printing	7,650	7,650	5,000	-	-	-	750	150	-	-	750	1,000	-
Public Relations/Promotion	9,340	9,340	3,840	-	-	-	500	-	500	-	500	4,000	-
Roads & Parking	47,300	43,300	8,000	-	-	-	12,300	-	-	23,000	-	-	-

CULTUS LAKE PARK
2021 FINANCIAL PLAN

Schedule "A"

	2020 FINANCIAL PLAN	2021 FINANCIAL PLAN	2021 SUNNY- SIDE	2021 COMM LEASE	2021 RESID LEASE	2021 COMM. HALL	2021 VISITOR SERVICES	2021 FORESHORE LEASE	2021 VOLUNTEER FIRE DEPT	2021 PUBLIC WORKS	2021 PROTECTIVE SERVICES	2021 GENERAL & ADMIN	2021 CEAC
Security Systems/Supplies	4,750	4,750	2,000	-	-	-	-	-	500	750	500	1,000	-
Small Tools/Shop & Safety	25,800	26,210	2,500	-	-	-	-	-	6,100	17,610	-	-	-
Special Events	58,280	58,940	12,080	-	-	-	12,000	-	-	-	-	-	34,860
Telecommunications	42,030	40,680	12,700	-	-	200	4,780	-	8,450	4,000	2,050	8,500	-
Utilities	505,460	483,135	377,600	6,760	35,900	4,640	32,500	-	6,740	11,580	875	6,540	-
Vandalism	4,500	4,500	2,000	-	-	-	2,500	-	-	-	-	-	-
Travel & Vehicle Allowance	3,200	3,200	1,200	-	-	-	-	-	-	-	-	2,000	-
Vehicle Maintenance	37,210	37,750	1,330	-	-	-	-	200	10,000	25,200	1,020	-	-
Vehicle/Boat Fuel	23,500	23,930	760	-	-	-	-	-	2,200	18,640	1,530	800	-
Wharfs & Foreshore Materials	15,000	15,000	-	-	-	-	-	15,000	-	-	-	-	-
Signage	9,700	11,200	2,000	1,200	-	-	7,000	1,000	-	-	-	-	-
Floats & Buoys	10,000	10,000	-	-	-	-	-	10,000	-	-	-	-	-
Water System Maintenance/Parts	3,000	5,000	5,000	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 2,610,365	\$ 2,596,193	\$ 1,028,455	\$ 70,607	\$ 143,135	\$ 17,940	\$ 282,010	\$ 56,250	\$ 136,190	\$ 177,340	\$ 282,825	\$ 365,706	\$ 35,735
WAGES & BENEFITS:													
Commissioners Indemnities	\$ 84,000	\$ 85,470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,470	\$ -
Management Salaries	282,427	304,689	71,970	-	-	-	-	-	5,600	87,890	-	139,230	-
Staff Wages	1,517,560	1,722,674	449,290	-	-	-	54,130	-	57,000	634,860	130,170	397,223	-
Employee Benefits	398,610	508,207	119,720	-	-	-	11,370	-	7,010	194,000	33,017	143,090	-
TOTAL PAYROLL	\$ 2,282,597	\$ 2,621,040	\$ 640,980	\$ -	\$ -	\$ -	\$ 65,500	\$ -	\$ 69,610	\$ 916,750	\$ 163,188	\$ 765,013	\$ -
TOTAL OPERATING EXPENSES	\$ 4,892,962	\$ 5,217,233	\$ 1,669,435	\$ 70,607	\$ 143,135	\$ 17,940	\$ 347,510	\$ 56,250	\$ 205,800	\$ 1,094,090	\$ 446,013	\$ 1,130,719	\$ 35,735
<i>Reserve Allocations</i>	967,280	1,219,835	448,130	158,780	63,230	10,000	257,260	56,250	58,220	115,000	2,000	50,000	965
Capital Projects	1,387,470	1,839,560	627,000	84,070	10,000	2,070	835,510	120,000	42,070	42,770	5,500	70,570	-
<i>Internal Wage Allocations</i>	-	-	162,380	80,300	302,220	21,870	306,460	88,430	8,270	(878,130)	46,010	(137,810)	-
<i>Overhead Expense Allocations</i>	-	-	350,699	238,968	358,095	31,800	479,850	243,130	-	(330,960)	(387,173)	(984,409)	-
TOTAL EXPENDITURES	\$ 7,247,712	\$ 8,276,628	\$ 3,257,644	\$ 632,725	\$ 876,680	\$ 83,680	\$ 2,226,590	\$ 564,060	\$ 314,360	\$ 42,770	\$ 112,350	\$ 129,070	\$ 36,700
<i>SURPLUS/(DEFICIT)</i>	(1,363,368)	(1,790,757)	41,756	18,567	(6,291)	(71,730)	(1,150,390)	(455,060)	(32,770)	(42,770)	(5,500)	(86,570)	-
<i>APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)</i>	1,382,990	1,816,035	627,000	84,070	10,000	2,070	805,285	120,000	32,770	42,770	5,500	86,570	-
UNAPPROPRIATED SURPLUS	\$ 19,622	\$ 25,278	\$ 668,756	\$ 102,637	\$ 3,709	\$ (69,660)	\$ (345,105)	\$ (335,060)	\$ -	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK
2021 - 2025 FINANCIAL PLAN

Schedule "B"

CULTUS LAKE PARK
2021-2025 Financial Plan Summary

	TOTAL 2021 BUDGET	TOTAL 2022 BUDGET	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET
REVENUES					
Sunnyside Campground	\$ 3,299,400	\$ 3,334,800	\$ 3,390,000	\$ 3,430,900	\$ 3,488,030
Commercial Leases	651,292	658,402	665,612	672,822	680,132
Residential Leases	870,389	893,899	916,799	933,789	950,982
Community Hall	11,950	11,950	11,950	11,950	11,951
Cabin Rentals/Visitor Services	219,700	219,700	219,700	219,700	219,700
Parking/Public Area Revenue	856,500	856,500	856,500	856,500	856,500
Foreshore Lease	109,000	109,000	109,000	109,000	109,000
Volunteer Fire Department	281,590	279,000	292,620	288,130	302,740
Protective Services	106,850	109,500	110,900	112,300	113,700
General Administration	42,500	42,500	42,500	42,500	42,500
CEAC	36,700	36,904	37,612	37,824	38,040
TOTAL REVENUES	\$ 6,485,871	\$ 6,552,155	\$ 6,653,193	\$ 6,715,415	\$ 6,813,275
EXPENDITURES					
Advertising	\$ 13,500	\$ 13,500	\$ 13,550	\$ 13,600	\$ 13,600
Audit/Accounting	18,085	18,450	18,820	19,195	19,578
Board Level Expenses	17,000	17,000	17,000	17,000	17,000
Building Maintenance/Materials	69,700	70,750	72,210	73,590	74,990
Community Policing	-	-	-	-	-
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	16,830	16,880	16,930	16,980	17,030
Contract Services	521,900	514,800	524,100	533,500	543,000
Data Processing	61,170	61,270	62,370	62,470	62,570
Education & Training	47,200	47,850	48,600	49,350	50,110
Election Expenses	-	18,000	-	-	-
Equipment Maintenance	76,200	75,500	76,800	78,100	79,400
Equipment Fuel	5,010	5,105	5,210	5,290	5,370
Garbage Collection/Recycle	187,542	187,642	193,742	193,842	194,042
General Maintenance	20,000	20,000	20,000	20,000	20,000
Grounds Maintenance/Materials	99,195	97,790	99,160	100,580	102,000
Insurance - Business	176,300	180,000	183,700	187,400	191,200
Insurance - Vehicles	29,831	30,102	30,475	30,845	31,216
Janitorial Supplies	45,300	45,800	46,300	46,800	47,300
Legal/Professional Fees	175,000	145,000	145,000	145,000	145,000
Licences/Permits/Taxes	9,750	9,750	9,750	9,750	9,750
Memberships/Dues/Subscriptions	5,335	5,340	5,345	5,345	5,345
Office Supplies	30,085	30,115	30,670	31,300	31,830
Interest and Bank Charges	5,450	5,450	5,500	5,550	5,550
POS Charges	77,300	79,300	81,500	81,500	81,500
Retail Sales (COGS)	58,025	58,025	58,050	58,050	58,050
Office Furniture	4,500	4,500	4,500	4,500	4,500
Postage & Courier	4,000	4,000	4,000	4,000	4,000
Equipment Rentals	25,500	25,800	26,100	26,400	26,700
Community Wildfire Protection Plan	5,000	5,000	5,000	5,000	5,000
Printing	7,650	7,650	7,650	7,650	7,650
Public Relations/Promotion	9,340	9,340	9,340	9,390	9,390
Roads & Parking	43,300	43,300	43,300	43,300	43,300
Security Systems/Supplies	4,750	4,750	4,750	4,800	4,800
Small Tools/Shop & Safety	26,210	26,620	27,040	27,460	27,890

CULTUS LAKE PARK
2021 - 2025 FINANCIAL PLAN

Schedule "B"

	TOTAL 2021 BUDGET	TOTAL 2022 BUDGET	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET
Special Events	58,940	59,610	60,300	60,990	61,130
Telecommunications	40,680	41,430	41,880	42,730	43,080
Utilities	483,135	492,840	503,555	514,750	526,235
Vandalism	4,500	4,500	4,500	4,500	4,500
Travel & Vehicle Allowance	3,200	3,200	3,200	3,200	3,200
Twin Alders					
Vehicle Maintenance	37,750	38,300	38,860	39,430	40,010
Vehicle/Boat Fuel	23,930	24,160	24,390	24,620	24,850
Wharfs & Foreshore Materials	15,000	15,000	15,000	15,000	15,000
Signage	11,200	11,200	11,200	11,200	11,200
Floats & Buoys	10,000	10,000	10,000	10,000	10,000
Water System Maintenance/Parts	5,000	5,000	5,000	5,000	5,000
SUBTOTAL	\$ 2,596,193	\$ 2,596,519	\$ 2,621,247	\$ 2,655,857	\$ 2,689,766
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 85,470	\$ 86,970	\$ 88,490	\$ 90,040	\$ 91,620
Management Salaries	304,689	309,930	315,260	320,670	326,191
Staff Wages	1,722,674	1,752,960	1,783,770	1,815,150	1,847,070
Employee Benefits	508,207	515,230	526,610	533,950	545,550
TOTAL PAYROLL	\$ 2,621,040	\$ 2,665,090	\$ 2,714,130	\$ 2,759,810	\$ 2,810,431
TOTAL OPERATING EXPENSES	\$ 5,217,233	\$ 5,261,609	\$ 5,335,377	\$ 5,415,667	\$ 5,500,197
<i>Reserve Allocations</i>	1,219,835	1,228,939	1,238,002	1,242,884	1,246,730
Capital Projects	1,839,560	1,149,690	865,590	883,490	761,890
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 8,276,628	\$ 7,640,238	\$ 7,438,969	\$ 7,542,041	\$ 7,508,817
<i>SURPLUS/(DEFICIT)</i>	(1,790,757)	(1,088,083)	(785,776)	(826,626)	(695,542)
<i>APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)</i>	(1,816,035)	(1,112,350)	(819,860)	(847,700)	(716,820)
UNAPPROPRIATED SURPLUS	\$ 25,278	\$ 24,267	\$ 34,084	\$ 21,074	\$ 21,278

CULTUS LAKE PARK
2021 FINANCIAL PLAN

Schedule "C"

	2021 FINANCIAL PLAN	2021 SUNNY- SIDE	2021 COMM LEASE	2021 RESID LEASE	2021 COMM. HALL	2021 VISITOR SERVICES	2021 FORESHORE LEASE	2021 VOLUNTEER FIRE DEPT	2021 PUBLIC WORKS	2021 PROTECTIVE SERVICES	2021 GENERAL & ADMIN	2021 CEAC
REVENUES												
Sunnyside Campground	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	-	-	-	-	-	-	-	-	-	-	-	-
Residential Leases	-	-	-	-	-	-	-	-	-	-	-	-
Community Hall	-	-	-	-	-	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	-	-	-	-	-	-	-	-	-	-	-	-
Parking/Public Area Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Foreshore Lease	-	-	-	-	-	-	-	-	-	-	-	-
Volunteer Fire Department	-	-	-	-	-	-	-	-	-	-	-	-
Protective Services	-	-	-	-	-	-	-	-	-	-	-	-
General Administration	-	-	-	-	-	-	-	-	-	-	-	-
CEAC	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES												
Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit/Accounting	-	-	-	-	-	-	-	-	-	-	-	-
Board Level Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Building Maintenance/Materials	-	-	-	-	-	-	-	-	-	-	-	-
Commemorative Benches	-	-	-	-	-	-	-	-	-	-	-	-
Conferences	-	-	-	-	-	-	-	-	-	-	-	-
Contract Services	16,000	-	-	-	-	-	-	-	-	-	[5] 16,000	-
Data Processing	-	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-	-
Election Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	2,000	-	-	-	-	[3] 2,000	-	-	-	-	-	-
Equipment Fuel	-	-	-	-	-	-	-	-	-	-	-	-
Garbage Collection/Recycle	-	-	-	-	-	-	-	-	-	-	-	-
General Maintenance	-	-	-	-	-	-	-	-	-	-	-	-
Grounds Maintenance/Materials	2,775	-	-	-	-	[4] 2,775	-	-	-	-	-	-
Insurance - Business	-	-	-	-	-	-	-	-	-	-	-	-
Insurance - Vehicles	-	-	-	-	-	-	-	-	-	-	-	-
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Legal/Professional Fees	-	-	-	-	-	-	-	-	-	-	-	-
Licences/Permits/Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Memberships/Dues/Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Interest and Bank Charges	-	-	-	-	-	-	-	-	-	-	-	-
POS Charges	-	-	-	-	-	-	-	-	-	-	-	-
Retail Sales (COGS)	-	-	-	-	-	-	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Postage & Courier	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Rentals	-	-	-	-	-	-	-	-	-	-	-	-
Community Wildfire Protection Plan	-	-	-	-	-	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	-	-	-	-	-	-
Public Relations/Promotion	-	-	-	-	-	-	-	-	-	-	-	-
Roads & Parking	-	-	-	-	-	-	-	-	-	-	-	-
Security Systems/Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Small Tools/Shop & Safety	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	-	-	-	-	-	-	-	-	-	-	-	-
Telecommunications	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-
Vandalism	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Vehicle Allowance	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-

CULTUS LAKE PARK
2021 FINANCIAL PLAN

Schedule "C"

	2021 FINANCIAL PLAN	2021 SUNNY- SIDE	2021 COMM LEASE	2021 RESID LEASE	2021 COMM. HALL	2021 VISITOR SERVICES	2021 FORESHORE LEASE	2021 VOLUNTEER FIRE DEPT	2021 PUBLIC WORKS	2021 PROTECTIVE SERVICES	2021 GENERAL & ADMIN	2021 CEAC
Vehicle/Boat Fuel	-	-	-	-	-	-	-	-	-	-	-	-
Wharfs & Foreshore Materials	-	-	-	-	-	-	-	-	-	-	-	-
Signage	-	-	-	-	-	-	-	-	-	-	-	-
Floats & Buoys	-	-	-	-	-	-	-	-	-	-	-	-
Water System Maintenance/Parts	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 20,775	\$ -	\$ -	\$ -	\$ -	\$ 4,775	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -
WAGES & BENEFITS:												
Commissioners Indemnities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Salaries	-	-	-	-	-	-	-	-	-	-	-	-
Staff Wages	-	-	-	-	-	-	-	-	-	-	-	-
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL PAYROLL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OPERATING EXPENSES	\$ 20,775	\$ -	\$ -	\$ -	\$ -	\$ 4,775	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -
<i>Reserve Allocations</i>	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	8,500	[1/2] 8,500	-	-	-	-	-	-	-	-	-	-
<i>Internal Wage Allocations</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Overhead Expense Allocations</i>	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 29,275	\$ 8,500	\$ -	\$ -	\$ -	\$ 4,775	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -
SURPLUS/(DEFICIT)	(29,275)	(8,500)	-	-	-	(4,775)	-	-	-	-	(16,000)	-
APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)	29,275	8,500	-	-	-	4,775	-	-	-	-	16,000	-
UNAPPROPRIATED SURPLUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 16, 2021 **FILE:**

SUBMITTED BY: Erica Lee
Chief Financial Officer

SUBJECT: 2021 Day Use Parking in Lot D

PURPOSE:

To recommend to the Board the implementation of Day Use Parking in Lot D for the 2021 Summer Season.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board allow Day Use Parking in Lot D for the 2021 Summer Season at a rate of \$25 per day on weekends and \$20 per day on weekdays.*

DISCUSSION:

As part of the 2021 budget planning process the Board approved staff's recommendation to no longer offer daily parking rates at the parking meters in any of the Cultus Lake Park Board operated parking lots.

Staff have received feedback from visitors that they would like to see the return of a daily parking option. Visitors have indicated that paying for a full day at the hourly rate makes it too expensive for visitors to enjoy the lake for a full day.

Currently, hourly parking rates in the Cultus Lake Park Board Lots on weekends are \$6 an hour and weekdays are \$4 an hour, plus a \$1 fee per transaction that is placed in the infrastructure reserve.

Lot D has historically been underutilized; therefore, staff are recommending that we implement a daily parking rate that is available on the meters at Lot D only. This will help free up prime parking spaces in Lot's A & B and allow visitors the option for a lower daily parking rate option.

Staff are recommending a weekend daily rate in Lot D of \$23 and a weekday daily rate in Lot D of \$18, plus a \$2 fee per transaction that is placed in the infrastructure reserve. For a total weekend daily rate of \$25 and a weekday daily rate of \$20.

STRATEGIC PLAN:

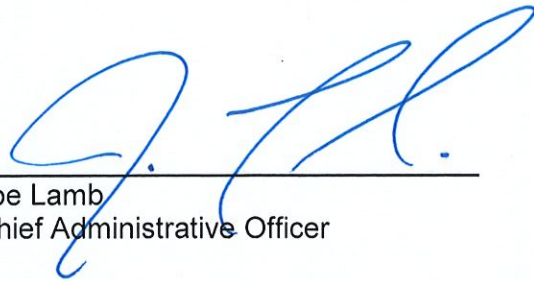
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:



Erica Lee
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer