



## CULTUS LAKE PARK BOARD REGULAR BOARD MEETING NOTICE

Wednesday, July 21, 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 July 21, 2021 instead of 7:00 pm.

The Cultus Lake Park Board Regular Meeting will be open to the first 10 members of the public by registration. Please email [Rachel.litchfield@cultuslake.bc.ca](mailto:Rachel.litchfield@cultuslake.bc.ca) by Noon on July 21, 2021.

Or 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://us06web.zoom.us/j/82831137419?pwd=RGRYQ09yZFY1WC9keGZUT0VzK29UUT09>

Meeting ID: 828 3113 7419

Passcode: 679880

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/](http://www.cultuslake.bc.ca/board-meeting-videos/)

Please feel free to email questions for the Public Question Period no later than Tuesday, July 20, 2021 by 4:30 pm to [Rachel.litchfield@cultuslake.bc.ca](mailto:Rachel.litchfield@cultuslake.bc.ca)





## CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

Wednesday, July 21, 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 (4:00 PM)

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

Section 90 (1), (c) labour relations or other employee relations; and  
Section 90 (1), (d) the security of the property of the Municipality.

### (3) RECONVENE

### (4) APPROVAL OF AGENDA

- (a) **THAT** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of July 21, 2021 update resolution 7, (a), Correspondence, Yellow Iris Removal; and

Items 9, Staff Reports, to remove and replace Item (c), Annual Munroe Ave. Block Party; and

Items 9, Staff Reports, to remove and replace Item (e), Blanc on the Beach; and

Items 9, Staff Reports, to remove and replace Item (f), ILWU Local Pensioners Picnic; and

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

### (5) ADOPTION OF MINUTES

- (a) **THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held June 16, 2021.

### (6) ADOPTION OF COMMITTEE MINUTES

- (a) **THAT** the Cultus Lake Park Board receive the April 28, 2021 Community Events and Engagement Committee.

- (b) **THAT** the Cultus Lake Park Board receive the June 1, 2021 Commercial Leaseholder Committee Minutes.

Page 17 (c) ***THAT the Cultus Lake Park Board receive the June 23, 2021 Community Events and Engagement Committee.***

Page 19 (d) ***THAT the Cultus Lake Park Board receive the July 12, 2021 Community Events and Engagement Committee.***

**(7) CORRESPONDENCE**

Page 23 (a) **Yellow Iris Removal**

- Email dated July 8, 2021 from Commissioner, Darcy Bauer on behalf of Fraser Valley Invasive Species

***THAT the Cultus Lake Park Board receive the information on the removal of the Yellow Iris's seed pods located along the banks of Swelter Creek; and***

***THAT the Cultus Lake Park Board acknowledge that the removal was completed by volunteers from Cultus Lake Aquatic Stewardship Society and member of the Environmental and Public Areas Planning Committee on July 21, 2021.***

**(8) BYLAWS**

(a) **Main Beach Dock Capital Reserve Fund No. 1194, 2021**  
**Tree Replacement Reserve Fund Amendment Bylaw No 1195, 2021**

- Page 25
- Report dated July 21, 2021 from Erica Lee, Chief Financial Officer regarding Main Beach Dock and Tree Replacement Reserve Funds
- Page 27
- Main Beach Dock Capital Reserve Fund No. 1194, 2021
- Page 29
- Tree Replacement Reserve Fund Amendment Bylaw No 1195, 2021
- Page 31
- Tree Replacement Reserve Fund Bylaw No. 1031-12

***THAT the Cultus Lake Park Board give First, Second and Third readings to Main Beach Dock Reserve Fund Bylaw No. 1194, 2021.***

***THAT the Cultus Lake Park Board give First, Second and Third readings to the Tree Replacement Reserve Fund Amendment Bylaw No. 1195, 2021.***

**(9) REPORTS BY STAFF**

(a) **2021-2022 Insurance Policy Renewal**

- Page 33
- Report dated July 21, 2021 from Erica Lee, Chief Financial Officer

***THAT the Cultus Lake Park Board received the report from the Chief Financial Officer regarding the 2021-2022 Insurance Policy Renewal.***

(b) **Parking Lot B Completion**

- Page 37
- Report dated July 21, 2021 from Dave Driediger, Manager of Park Operations

***THAT the Cultus Lake Park Board receive the Parking Lot B Completion report for information.***

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(c) **Annual Munroe Ave. Block Party**

- Report dated July 21, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT** the Cultus Lake Park Board approve the Annual Munroe Ave. Block Party on Saturday, August 14, 2021; and*

***THAT** the Cultus Lake Park Board approve the partial road closure at the top of Munroe Ave. on Saturday, August 14, 2021 between 10:00am to 8:00pm.*

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(d) **Fraser Valley British Motor Club Picnic**

- Report dated July 21, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT** the Cultus Lake Park Board approve the Fraser Valley British Motor Club Picnic on Sunday, September 12, 2021.*

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(e) **Blanc on the Beach**

- Report dated July 21, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Blanc on the Beach event, to be held on September 11, 2021, at Main Beach; and*

***THAT** the Community Events and Engagement Committee request the Cultus Lake Park Board approve that parking fees be waived for paid attendees and volunteers in Lot A.*

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(f) **Special Event: ILWU Local 502 Pensioner's Picnic**

- Report dated July 21, 2021 from Amanda Nadeau, Communications, Media and Events Coordinator

***THAT** the Cultus Lake Park Board approve the ILWU Local 502 Pensioner's Picnic on Wednesday, August 11, 2021.*

**(10) REPORTS BY COMMISSIONERS**

**(11) COMMUNITY ASSOCIATION**

**(12) PUBLIC QUESTION PERIOD**

**(13) ADJOURNMENT**

***THAT** the Regular Meeting of the Cultus Lake Park Board held on July 21, 2021, be adjourned.*





## CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

Wednesday, June 16, 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 – Via Zoom  
Commissioner C. Smit  
Commissioner K. Dzaman
- Staff** Chief Administrative Officer – J. Lamb  
Manager of Finance – E. Lee  
Manager of Park Operations – D. Driediger  
Communications, Media and Event Coordinator – A. Nadeau
- Regrets** Manager of Corporate Services / Corporate Officer – R. Litchfield  
Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer

### (1) CALL TO ORDER

The Chair called the meeting to order at 4:30 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 5:02 pm.

### (4) APPROVAL OF AGENDA

4801-21 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

**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.

**CARRIED**

**(5) Community Garden / Amphitheatre**

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

Glenn Charles, resident provided an overview on the proposed vegetable plots and Amphitheatre. He proposed to have the vegetable plots on the smaller lots located on Lakeshore and Munroe Ave. and to involve community members. He noted that the residents that are interested would be responsible and feel this would be a great benefit to the community. He also noted that some members have offered to donation of wood and soil to bring this project together. He also noted the location behind the dog park area as an option for the east side residents. This area could be equipped with irrigation and fencing similar to the area located in Abbotsford.

4802-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***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.

**CARRIED**

Commissioner Bauer voted in opposition.

**(6) ADOPTION OF MINUTES**

4803-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

- (a) ***THAT*** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held May 19, 2021.

**CARRIED**

4804-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

- (b) ***THAT*** the Cultus Lake Park Board adopt the Special Regular Electronic Meeting Minutes held May 31, 2021.

**CARRIED**

**(7) ADOPTION OF COMMITTEE MINUTES**

4805-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (a) ***THAT*** the Cultus Lake Park Board receive the April 23, 2021 Village Center Planning and Development Committee Minutes.

**CARRIED**



4806-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

- (b) ***THAT the Cultus Lake Park Board receive the May 4, 2021 Commercial Leaseholder Committee Minutes.***

**CARRIED**

4807-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

- (c) ***THAT the Cultus Lake Park Board receive the May 11, 2021 Foreshore Fundraising and Improvement Committee Minutes***

**CARRIED**

**(8) FINANCE**

(a) **2020 Statement of Financial Information**

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

4808-21 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***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.***

**CARRIED**

**(9) CORRESPONDENCE**

(a) **Proposed Motorized Watercraft Speed Restriction on Vedder River / Vedder Canal**

- Letter dated June 7, 2021 from Ken Popove, Mayor, City of Chilliwack

4809-21 Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

***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.***

**CARRIED**

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

- Letter date May 12, 2021 from Jonathan Willcocks, Lakeshore Drive

4810-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

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

**CARRIED**

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

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

4811-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Bauer

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

**CARRIED**

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

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

4812-21 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***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.***

**CARRIED**

**(10) 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

4813-21 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

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

**CARRIED**

**(11) REPORTS BY STAFF**

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

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

4814-21 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

***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.***

**CARRIED**

**(12) COMMISSIONERS REPORTS**

**(13) COMMUNITY ASSOCIATION**

Question:

Ernie Vance inquired as to why was this system implemented. And how did it compare to other online systems? He noted that some residents have had difficulties navigating the parking portal. He did note that Park staff have been very helpful in sorting out the system.

Answer:

Chief Administrative Officer, Joe Lamb noted that the system chosen was implemented as part of the process to look for software that could connect with bylaw and parking enforcement. This system was able to implement both visitor and residential parking. There was no additional cost for the Park to implement in the residential areas. This was the leading edge for the management of all residential parking areas and enforcement.

Question:

What are the benefits over the sticker system?

Answer:

Chief Administrative Officer, Joe Lamb noted that there was a significant amount of fraud with the old system. He noted that there were many passes that were duplicated. He also noted that staff had a difficult time managing the registration information manually and the enforcement was quite costly to the Park.

Question:

How much is the new electronic permit system costing leaseholders?

Answer:

Chief Administrative Officer, Joe Lamb noted that there are no costs to the leaseholders for the parking program.

Question:

What will happen to those residents who are unable to use the new system?

Answer:

Chief Administrative Officer, Joe Lamb noted that Park staff have been contacting those that have not registered, approximately fifteen calls or more a day to assist those that have not registered or require help to get set up. He also noted from the enforcement perspective

nothing has changed. He noted that permits have been required if parking is outside the property pins. Enforcement will be complaint based and staff will not be scanning plate numbers of vehicles on residential lease lots. Parking lot attendants are currently placing reminders on vehicles to advise of the June 30<sup>th</sup> deadline date to register. 70% of residents had registered by June 16, 2021. We will have the ability to see who the vehicle is registered to and then attempt to locate them before ticketing. He noted that as we run into issues and infractions we will be working with the residents and are willing to work with everyone in the community. He noted that this will be a good way to manage who is in the Park. He further noted that this is an LPR system and there was a call to action on manning the gatehouse to determine who is coming to the lake and whether or not they belong there. If there is compliance with the new system we may have the ability to manage the gatehouse with LPR cameras which can identify who is in the park and at what time, and would add a new layer of enforcement bringing future benefits to the park. He also noted that changing to electronic from the manual passes may seem difficult however, staff are here to assist the best we can through this transition.

#### **(14) PUBLIC QUESTION PERIOD**

Question:

Can the Cultus Lake Park Board's policies that are not in bylaws be released to the community association so we can better understand the procedures?

Answer:

Chief Administrative Officer, Joe Lamb that Board policies are not in a central repository and that we are working towards organizing and publishing them in the fall. He noted that with the new parking system and taking over from Lions Parking, this has taken resources away from other administrative tasks. He noted that he hopes that we can provide a manual of policies that can be accessible on our website. In the meantime, he noted that himself or Rachel Litchfield can provide the policies upon request.

He noted that with respect to the Agenda Policy, items to be placed on the agenda are required to be submitted to staff by the 5th of the month in order for the items to be discussed at the meetings on the 3rd Wednesday of the month. Commissioners receive an agenda copy 5 days before their meeting and agendas are posted for public viewing on the Friday prior to the meetings. Late submissions have been accepted on a case-by-case basis.

#### **Purchasing Policy**

Chief Administrative Officer, Joe Lamb noted that purchases Between \$5,001 and \$50,000 Require 3 quotes (when available) and can be approved at the Manager level if the purchase are included in the Budget. When three quotes are not available or the expense is over and above the budget the expense comes to the Board for Approval.

Between \$50,000 to \$100,000 – Use a tender call or three written quotes – Managers can approve the lowest bid, approval of Board required for selection of other than the lowest tender/quote.

Greater than \$100,000 – Use a tender call – Administration approves and signs contract upon recommendation from Managers. Approval of Board required for selection of other than low tender.

**(15) PUBLIC QUESTION PERIOD**

**(16) ADJOURNMENT**

**4815-21** Moved by: Commissioner Bauer Seconded by: Commissioner Dzaman

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

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David Renwick  
Chair

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Joe Lamb  
Chief Administrative Officer





# COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

THURSDAY, APRIL 28, 2021  
VIA ZOOM

<b>Present</b>	Commissioner K. Dzaman – Chair
<b>Committee Members</b>	P. McEwan S. Lamb K. Brauer D. Seeley E. Jartved
<b>Staff</b>	Chief Administrative Officer – J. Lamb Communication, Media, and Event Coordinator – A. Nadeau
<b>Members of the public</b>	A. Clyne

## (1) CALL TO ORDER

The Chair called the meeting to order at 6:06 pm.

## (2) APPROVAL OF AGENDA

Moved by: P. McEwan Seconded by: D. Seely

***THAT** the agenda for the April 28, 2021 Community Events and Engagement Committee be approved.*

**CARRIED**

## (3) APPROVAL OF THE MINUTES

Moved by: S. Lamb Seconded by: P. McEwan

***THAT** the minutes for the March 25, 2021 Community Events and Engagement Committee be approved.*

## (4) OPEN DISCUSSION

The chair updated the committee regarding the Board decision on the Christmas Lights Display.

- The Board is in favor of the lights, with saying in line with Covid 19 restrictions and the committee would have to go back to the Board re: budget, costs, and fundraising.
- Last years information:
  - \$15,804 income
  - \$6000 was from the Parks Board by way of donations
  - FVRD Grant in Aid
  - \$3500 - 7 Tree Sponsors
  - Expenses - \$10,366 with the balance going to off set 700 hours of labor \$26,670
  -
- Insurance may be an issue for volunteers, the CAO will look into volunteer opportunities

The committee discussed 2019's sponsorship and potential for this year

The committee decided to separate the lights display from the Christmas Event. Focus now on the lights and see if the Provincial Health Orders allow for an event.

Staff to find the information from previous years regarding maps, budgets and trees that get lit up and any other relevant or helpful information.

**(9) PUBLIC QUESTION PERIOD**

No questions from the public

**(10) NEXT MEETING DATE AND TIME**

June 9, 2021 at 6:00 pm via zoom

**(11) ADJOURNMENT**

Moved by: D. Seely Seconded by: S. Lamb

***THAT*** the Community Events and Engagement Committee meeting held on April 28, 2021 be adjourned at 7:00 pm.

**CARRIED**





## COMMERCIAL LEASEHOLDER COMMITTEE MEETING MINUTES

TUESDAY, JUNE 1, 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** B. McCrea

### (1) CALL TO ORDER

The Chair called the meeting to order at 9:00 am.

### (2) APPROVAL OF AGENDA

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

***THAT the agenda for the June 1, 2021, Commercial Leaseholder Committee be approved.***

**CARRIED**

### (3) ADOPTION OF MINUTES

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

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

**CARRIED**

### (4) NEW PARKING PERMIT PROGRAM

Some commercial leaseholders haven't completed the online registration fully. Most have entered the vehicles and not applied the permits. The Communications and Media Coordinator is available to all commercial leaseholders and residents for assistance.

Comments regarding the QR codes are all positive.

Managing the Plaza Parking lot is very difficult with people using the area and then going to the beach.

Plaza staff parking behind the barn should be open this week.

CLP staff are monitoring and ticketing.

**(5) BUSINESS ARISING FROM MINUTES**

Updating advertising signs in the Park – Commercial Leaseholders to contact the Communications and Media Coordinator directly to update their logos.

**(6) NEW BUSINESS**

Committee members to reach out and open a dialog with the Cultus Lake Business Association.

L. Payeur asked for clarification on the future paving along Columbia Valley Hwy. The CAO will have an update after his next meeting with the parties involved.

C. Ovens requested garbage pick-up frequency to be increased. Staff will do that.

**(6) PUBLIC QUESTION PERIOD**

Question for the Public – C. Smit asked which Cultus Lake Commercial Leaseholders belong to the Cultus Lake Business Association. B. McCrea to send a list.

C. Smit asked for clarification on the process for contacting the members of the CLBA. B. McCrea said he is always willing to help.

If the CLBA is interested in the Parmenter Signage project from previous years, they are able to present their plan to the Commercial Leaseholder Committee, which could then put it forward to the Cultus Lake Park Board.

B. McCrea asked if there was anything in the budget to landscape in front of the Plaza. CAO said no.

Town Hall meeting is coming up June 9, C. Payeur mentioned he won't be able to attend, the CAO stated that we will publish the information on our website for those interested.

**(7) NEXT MEETING DATE AND TIME**

July 7, 2021 at 9:00 am

**(8) ADJOURNMENT**

Moved by: L. Payeur Seconded by: E. Maarhuis

***THAT*** the Commercial Leaseholder Committee meeting held on June 1, 2021 be adjourned at 9:30 am.

**CARRIED**



## COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

THURSDAY, JUNE 23, 2021  
VIA ZOOM

<b>Present</b>	Commissioner K. Dzaman – Chair
<b>Committee Members</b>	P. McEwan S. Lamb D. Seeley E. Jartved
<b>Staff</b>	Chief Administrative Officer – J. Lamb Communication, Media, and Event Coordinator – A. Nadeau
<b>Regrets</b>	K. Brauer
<b>Members of the public</b>	

### (1) CALL TO ORDER

The Chair called the meeting to order at 6:07 pm.

### (2) APPROVAL OF AGENDA

Moved by: S. Lamb Seconded by: P. McEwan

***THAT*** the agenda for the June 23, 2021 Community Events and Engagement Committee be approved.

**CARRIED**

### (3) APPROVAL OF THE MINUTES

Moved by: E. Jartved Seconded by: P. McEwan

***THAT*** the minutes for the April 28, 2021 Community Events and Engagement Committee be approved.

### (4) BUSINESS FROM PREVIOUS MEETING

CAO updated the committee on the new Provincial Health Orders regarding outdoor events and the number of people who can attend.

September 11, 2021, is still booked in the office calendar, including the gazebos and the community hall for the “Blanc on the Beach” event.

Christmas event is tentatively booked for November 26 & 27, 2021

**(5) OPEN DISCUSSION**

Blanc on the Beach: September 11, 2021

- The committee discussed the style of event this would be. They decided it would be better to have appetizers, small desserts, and drinks,
- Venue options were discussed. Generally, the committee liked the idea of on the grassy area of Main Beach, under a large tent.
- Committee to reach out to food vendors and wine vendors. Staff to look into logistics of tents, water and bathroom facilities.
- S. Lamb to contact wine vendors, breweries and the permits that will be required.
- P. McEwan to contact Lakeside Beach Club regarding food, similar to the way they served at the distillery fest. If unavailable, #2 Cultus Lake Golf Course and #3 Cultivate Café. Another option is to have more than one food vendor.
- The committee discussed entertainment options.
- There should be a plan "B" for inclement weather.
- Committee members to do a walk around at Main Beach for planning purposes. Tuesday June 29, 2021 at 5:30 pm.
- D. Seely to organize volunteers.
- E. Jartved to reach out to musicians for entertainment.

**(6) PUBLIC QUESTION PERIOD**

No questions from the public

**(7) NEXT MEETING DATE AND TIME**

July 12, 2021, at 6:00 pm

**(8) ADJOURNMENT**

Moved by: P. McEwan Seconded by: E. Jartved

***THAT*** the Community Events and Engagement Committee meeting held on June 23, 2021 be adjourned at 7:10 pm.

**CARRIED**



## COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

MONDAY JULY 12, 2021

CULTUS LAKE PARK OFFICE BOARDROOM  
4165 Columbia Valley Highway, Cultus Lake, BC

<b>Present</b>	Commissioner K. Dzaman – Chair
<b>Committee Members</b>	P. McEwan S. Lamb D. Seeley E. Jartved K. Brauer
<b>Staff</b>	Chief Administrative Officer – J. Lamb Lease Administrator – K. Craig Communication, Media, and Event Coordinator – A. Nadeau
<b>Regrets</b>	N/A
<b>Members of the public</b>	N/A

### (1) CALL TO ORDER

The Chair called the meeting to order at 6:04 pm.

### (2) APPROVAL OF AGENDA

Moved by: P. McEwan Seconded by: S. Lamb

***THAT*** the agenda for the July 12, 2021 Community Events and Engagement Committee be approved.

**CARRIED**

### (3) APPROVAL OF THE MINUTES

Moved by: P. McEwan Seconded by: K. Brauer

***THAT*** the minutes for the June 23, 2021 Community Events and Engagement Committee be approved.

### (4) UPDATES FOR BLANC ON THE BEACH

***THAT*** the Community Events and Engagement committee request the Cultus Lake Park Board approve the Blanc on the Beach event, to be held on September 11, 2021, at Main Beach.

Moved by S. Lamb Seconded by: P. McEwan

**CARRIED**

## **FOOD**

- The committee discussed they style and options for the food for this event.
- Committee members met with staff at Lakeside Beach Club. Appetizers, oyster bar, dessert and coffee. \$50 per person approx.

***THAT** the Community Events and Engagement committee use Lakeside Beach Club for the food for the Blanc on the Beach event.*

Moved by: S. Lamb Seconded by: P. McEwan

## **CARRIED**

Committee to follow up with Lakeside Beach Club for a more detailed menu/options and request that they supply staff to bus the tables for the evening.

## **WINE AND BEER**

- The Communication, Media, and Event Coordinator reached out to local wineries and breweries and will continue to follow up with vendors and email the committee when she has more information and more details.
- Glasses – Rental options were discussed. Safety protocols to be in place to deal with broken glass, if necessary.
- Chair Dzaman looked into etched/logoed glasses for the event. Approx. \$6 per glass.

## **LOCATION/MAP**

- The committee decided on 200 attendees for the first year of this event.
- The committee discussed types of tables, a combination of high top tables and tables with seats.
- Lighting and sounds will be required for the event. Staff to reach out to Go Audio

## **PRELIMINARY BUDGET**

- See attached
- More follow up to the committee as soon as staff receives more quotes and information.

## **ENTERTAINMENT**

- E. Jartved reached out to local entertainers, but without a budget she had some issues.
- E. Jartved to follow up and request 3 acts, similar to Cultus Lake Day entertainers and to find out what the cost would be.
- D. Seely - Jazz band to do a couple sets with other local singers/entertainers in between.
  - 4:30 pm – Jazz – 45 min – 1 hour
  - 6:00 pm – other – 1 hour
  - 7:00 pm – Jazz – 45 min
  - 8:00 pm – other – 1 hour
  - 9:00 pm – other – 1 hour
- Jazz band to be set up in a Gazebo and the other acts will be in another area, for ease of transition.
- Chair Dzaman to mc the event, re: welcome, housekeeping rules and thank yous.

## **SECURITY**

- Staff is waiting for a quote from Griffin Security for coverage of the entrances/exits.
- Include a cost for an overnight security guard.

## **VOLUNTEERS**

- Committee needs to break down specific tasks and the number of volunteers needed.

- Set up for tents and fencing - Friday
- Set up tables and décor - Saturday
- Clean up - Sunday
- Aproxx. 16 volunteers in total
- Volunteer schedule to be created by E. Jartved
- Drink ticket sales

#### **LIQUOR LICENCE**

- S. Lamb to research into the licence and to see if people will be able to purchase bottles of wines, to take home, at the event.

#### **PARKING**

***THAT** the Community Events and Engagement committee request the Cultus Lake Park Board approve that parking fees be waived for paid attendees and volunteers in Lot A.*

Moved by: P. McEwan Seconded by: S. Lamb

#### **CARRIED**

#### **GIFT BAGS**

- K. Brauer and S. Lamb to work together to find donations for the gift bags.
- Committee to reach out to Commercial Leaseholders to see if anyone would like to donate items for the gift bags.

#### **MISCELLANEOUS**

- A logo for the event was discussed.
- A tent with art from local artists for sale – S. Lamb to see if anyone is interested and bring that information back to the committee.

#### **(6) PUBLIC QUESTION PERIOD**

No public at meeting

#### **(7) NEXT MEETING DATE AND TIME**

Monday July 19, 2021 at 6:00 pm

#### **(8) ADJOURNMENT**

Moved by: P. McEwan Seconded by: S. Lamb

***THAT** the Community Events and Engagement Committee meeting held on July 12, 2021 be adjourned at 7:50 pm.*

#### **CARRIED**





## Rachel Litchfield

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**From:** Joe Lamb  
**Sent:** July 8, 2021 3:53 PM  
**To:** Rachel Litchfield  
**Subject:** FW: Yellow iris removal

FYI

Regards,

Joe

On 2021-07-08, 3:52 PM, "Darcy Bauer" <darcy.bauer@cultuslake.bc.ca> wrote:

The Fraser Valley Invasive Species Society has received a grant to remove yellow iris seed pods along the banks of Sweltzer creek. They are requesting from the CPLB approval to perform this task along with volunteers from CLASS and the Environmental committee on July 21/21 . Thank you Darcy Bauer

Sent from my iPhone





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:**

**SUBMITTED BY:** Erica Lee, Chief Financial Officer

**SUBJECT:** Main Beach Dock and Tree Replacement Reserve Funds

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#### **PURPOSE:**

To provide the Board with a recommendation and rationale for setting up a Main Beach Dock Reserve Fund and to amend the Tree Replacement Reserve Fund.

#### **RECOMMENDATION:**

***THAT** the Cultus Lake Park Board give First, Second and Third readings to Main Beach Dock Reserve Fund Bylaw No. 1194, 2021.*

***THAT** the Cultus Lake Park Board give three readings to the Tree Replacement Reserve Fund Amendment Bylaw No. 1195, 2021.*

#### **DISCUSSION:**

##### **Main Beach Dock Reserve Fund**

At the February 2021 Board Meeting the Cultus Lake Park Board approved the 2021 Foreshore Fundraising and Improvement Committee to set their first priority as raising funds for the replacement of the Main Beach Dock.

In response the Foreshore Fundraising and Improvement Committee has begun to solicit donations and some donations have begun to come in. The fundraising itself for this costly endeavor plus the planning and replacement of the Main Beach Dock will take a considerable amount of time. Therefore, to ensure the funds raised for the Main Beach Dock Replacement project are set aside for this purpose Staff are proposing to set up a Main Beach Dock Reserve Fund to accumulate donations made for this purpose.

Bylaw 1194, 2021 requires any donations contributed for the purpose of the Main Beach Dock replacement should annually be placed in the reserve to be strictly used to fund the planning and replacement of the Main Beach Dock.

##### **Tree Replacement Reserve Funds**

In 2012 the Cultus Lake Park Board adopted bylaw 1031-12 to setup a Tree Replacement Reserve Fund whose purpose was to collect funds from fees collected for approved tree removals and use the funds for replacement of trees within the Park.

Late in 2020 the Cultus Lake Park Environmental and Public Areas Planning Committee began a campaign to solicit funds to further fund the replacement of trees in the Park and it is staff

recommendations that those funds should also be deposited to this reserve to ensure the funds are set aside strictly for tree replacement within the Park. In addition, the bylaw requires tree removal fees to be deposited into this reserve. However, it does not include the ability for the Cultus Lake Park Board to deposit funds from time to time, like during the annual financial planning process.

Therefore, Staff are recommending Bylaw 1195, 2021 be given three readings which would allow for the following amendment:

- Section 3 be amended to allow for funds to be placed into the Tree Replacement Reserve Fund when a donation is made to the Tree Canopy Fund and as directed by the Board from time to time.

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Prepared by:



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Erica Lee, CPA, CMA  
Chief Financial Officer

Approved for submission to the Board:



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Joe Lamb  
Chief Administrative Officer





# Cultus Lake Park

## Main Beach Dock Capital Reserve Fund No. 1194, 2021

A Bylaw to set up a Main Beach Dock Reserve Fund

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Section 12 of the *Cultus Lake Park Act* (1932 and Amendments thereto) enables the Cultus Lake Park Board to make Bylaws;

Section 194 of the *Community Charter* enables the Cultus Lake Park Board to establish fees;

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

### 1. TITLE

- 1.1 This Bylaw may be cited for all purposes as "Main Beach Dock Capital Reserve Fund Bylaw No. 1194, 2021 "

### 2. GENERAL REGULATIONS

- 2.1 Funds donated to Cultus Lake Park Board for the Main Beach Dock shall be deposited into this reserve. The Cultus Lake Park Board may also from time to time deposit additional funds to this reserve.
- 2.2 Funds in this reserve fund, and the interest earned on it, must only be used for the replacement or improvement of the Main Beach Dock.

### 3. EFFECTIVE DATE

This bylaw will come into force and effect upon its adoption.

READ A FIRST TIME this XX day of XXX, 2021

READ A SECOND TIME this XX day of XXX, 2021

READ A THIRD TIME this XX day of XXX, 2021

ADOPTED this XX day of XXX, 2021

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David Renwick, Chair  
Cultus Lake Park Board

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Joe Lamb  
Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true  
and correct copy of Cultus Lake Park  
2021 Levying of Rates Bylaw No. 1194, 2021

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Chief Administrative Officer



# Cultus Lake Park

## Tree Replacement Reserve Fund Amendment Bylaw No 1195, 2021

A Bylaw to amend the Tree Replacement Reserve Fund Bylaw No. 1031-12

The Board for Cultus Lake Park did enact a bylaw cited as "Tree Replacement Reserve Fund Bylaw No. 1031-12".

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

- 1.1 This Bylaw may be cited for all purposes as the "Tree Replacement Reserve Fund Amendment Bylaw No. 1195, 2021 "

### 2. AMENDMENTS

- 2.1 Amend Section 3 of Tree Replacement Reserve Fund Bylaw 1031-12 so it reads:

3. All funds from fees collected for approved tree removal and donations to the Cultus Lake Tree Canopy Fund shall be deposited to this reserve. The Cultus Lake Park Board may also from time to time deposit additional funds to this reserve.

### 3. EFFECTIVE DATE

This bylaw will come into force and effect upon its adoption.

READ A FIRST TIME this XX day of XXX, 2021

READ A SECOND TIME this XX day of XXX, 2021

READ A THIRD TIME this XX day of XXX, 2021

ADOPTED this XX day of XXX, 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  
Tree Replacement Reserve Fund  
Amendment Bylaw No. 1195, 2021

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Chief Administrative Officer



**Cultus Lake Park  
Bylaw No. 1031 - 12**

**TREE REPLACEMENT RESERVE FUND BYLAW**

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WHEREAS Section 12 of the *Cultus Lake Park Act* authorizes the Cultus Lake Park Board to establish a reserve fund for a specific purpose;

AND WHEREAS Section 188 of the *Community Charter* provides for the establishment of reserve funds by bylaw;

NOW THEREFORE the Cultus Lake Park Board in open meeting assembled enacts as follows:

1. That a tree replacement reserve fund be hereby established under the provisions of Section 12 of the *Cultus Lake Park Act* and Section 188 of the *Community Charter* to be known as the "Tree Replacement Reserve Fund".
2. This bylaw may be cited for all purposes as "Tree Replacement Reserve Fund Bylaw No. 1031-12".
3. All funds from fees collected for approved tree removal shall be deposited to this reserve.
4. Funds in this reserve and the interest earned must only be used for the replacement of trees within the Park.

READ A FIRST TIME THIS	28 <sup>th</sup> DAY OF NOVEMBER, 2012
READ A SECOND TIME THIS	28 <sup>th</sup> DAY OF NOVEMBER, 2012
READ A THIRD TIME THIS	28 <sup>th</sup> DAY OF NOVEMBER, 2012
ADOPTED THIS	12 <sup>th</sup> DAY OF DECEMBER, 2012

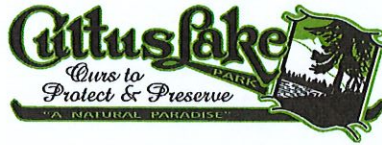
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CLPB Chair

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CLPB CAO





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 2470

**SUBMITTED BY:** Erica Lee  
Chief Financial Officer

**SUBJECT:** 2021-2022 Insurance Policy Renewal

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#### PURPOSE:

To provide the Board with an overview on the 2021-2022 Cultus Lake Park insurance policy renewal.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board received the report from the Chief Financial Officer regarding the 2021-2022 Insurance Policy Renewal.*

#### DISCUSSION:

Cultus Lake Park utilizes the services of Aon Risk Solutions as an insurance broker and Staff recently renewed all the policies (apart from the Cyber Policy as the renewal is still being negotiated) for another term that runs from July 1, 2021 – June 30, 2022.

Generally, the following 10 policies are taken out annually:

- Property & Business Interruption
- Equipment Breakdown (boiler & mechanical)
- Crime Policy
- Casualty (comprehensive general liability)
- Environmental Liability
- Marine Legal Liability
- Hull & Machinery (boat)
- Volunteers – AD&D
- Volunteer Firefighters – AD&D
- Cyber & Network Liability

The insurance premium payment for 2021-2022 has seen a sizeable increase of \$26,792, with total premiums increasing from \$170,313 to \$197,105 (excluding the Cyber policy premiums).

The increases in the premiums are greatest in the following two areas:

### **Property & Business Interruption Premiums**

Premiums in this area are up for two reasons. First, the updated insured values for 2021-2022 have increase to just over \$26.6 million while in 2020-2021 the total insurance value was just over \$24.8 million.

Starting in 2018, an insurance appraisal is done annually on the various properties located within Cultus Lake. The purpose of the appraisal was to determine the replacement value of the buildings as well as major movable equipment owned by the Park. The insurance appraisal helps ensure that we are not underinsuring our assets. In addition, it allows the Park to remove the margin clause that has up to 2018 been in the policy. The margin clause in the policy restricts any insurance collected on a total loss claim to a maximum of the stated amount plus 10% identified in the annual statement of values. With the removal of this clause the insurance collected on a total loss would be the actual cost to replace regardless of the stated amount in the annual statement of values.

Second our insurance rate increased from 0.4075 from 0.369. Our insurance rate increase is due to our claims history as well as the current insurance market which is seeing huge premium increases due to capacity constraints and increased frequency of high severity claims being seen. This has led insurance markets to increase scrutiny and review exposure areas much more meticulously. Our rate increase is 10.5%, which is below the current market average increase of 22%.

For Property & Business Interruption coverage there was an increase of \$17,054, with total premiums increasing from \$91,702 to \$108,756.

### **General Liability Insurance**

Our insurance rate in this area again increased due to our claims history as well as the current insurance market. Our rate increase is 17.5% which is below the current market average increase of 20%.

### **Cyber & Network Liability**

Currently, we have extended our current policy for Cyber Liability Insurance for a month while we review providers. This area of insurance has seen increased exposure and claims causing the renewal requirements to be more stringent. We will provide an update for the board when Staff have more information on the renewal.

## **Budget Implications**

The following table shows a comparison of the premiums for the current policies (2019-2020) and the quote from AON for the upcoming (2020-2021) insurance coverage:

<u>Insurance Policy Comparison</u>			
Statement of Values	Current Year	Renewal	NOTES
	2020-2021	2021-2022	
	\$ 24,851,559	\$ 26,688,630	
• Property & Business Interruption	\$ 91,702	\$ 108,756	Due to property claims history and the flood risk at Cultus the rate increased 10.5% from 0.369 to 0.4075. *The market average increase is currently 22%*
• Equipment Breakdown (boiler & mechanical)	2,713	2,972	
• Crime Policy	3,700	4,540	
• Casualty (comprehensive general liability)	47,195	55,460	Increase of 17.5% *The market average increase is currently 20%*
• Environmental Liability	12,667	12,500	Paid for in 2021: 3 year policy for \$97,500
• Marine Legal Liability	8,825	9,240	
• Hull & Machinery (boat)	1,068	1,111	
• Volunteers – AD&D	120	120	
• Volunteer Firefighters – AD&D	2,323	2,406	
Total	\$ 170,313	\$ 197,105	
Budget Review: 2021			
Current Coverage - Jan 1, 2021 to June 30, 2021	\$ 85,157		
Renewal Coverage - July 1, 2020 to Dec 31, 2020	98,553		
	<b>\$ 183,709</b>		
2021 Insurance Services Budget (Less Cyber Budget)	\$ 171,500		
	\$ 12,209	Estimated Shortfall	

Overall, there will be a slight insurance services budget shortfall, however this amount can be absorbed into the budgeted surplus of just over \$25,000 for 2021. In addition the 5 year budget will be updated for future years to accommodate the insurance increase and take into consideration the current insurance market increases.

## **STRATEGIC PLAN:**

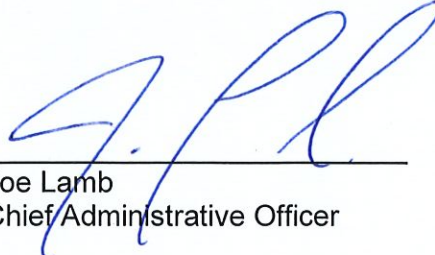
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:



Erica Lee  
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb  
Chief Administrative Officer







## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 0550-70

**SUBMITTED BY:** Dave Driediger  
Manager of Park Operations

**SUBJECT:** Parking Lot B Completion

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#### PURPOSE:

The purpose of this report is to provide the Board with information on the Parking Lot B reconfiguration project following its completion.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Parking Lot B Completion report for information.*

#### DISCUSSION:

In April of 2018, Registered Professional Forester Robin Clark provided staff with a Park Planting Prescription. The document addressed key areas of the Park and offered recommendations aimed at improving tree and forest health. Trees as well as their surroundings in Parking Lot B were assessed prior to finalizing the report and the Forester made several recommendations. In short, it was noted that trees within the parking lot were dying from irreversible root compaction and removal was necessary. In the Spring of 2020, an ISA Arborist reviewed the trees with staff and confirmed their state of deterioration and the requirement for removal.

As a result of the tree's conditions and subsequent removal, staff had an opportunity to reconfigure the parking lot in a manner that improves access, optimizes the use of space, and prioritizes tree health and root protection.

The new parking lot features 346 parking stalls, separated entrance and exit for improved traffic flow, five parking stations and over 25 QR codes for visitors to easily pay for parking. The Board and staff worked together with the Environmental and Public Areas Planning Committee and community volunteers to design and build the many green spaces located throughout the lot to create impressive landscaping. The lot boasts over 900 understory plants, 145 new trees, improved irrigation to ensure their growth and development, pedestrian access between Main Beach and the Plaza, a new basketball court and refurbished tennis courts for those to enjoy while visiting the Park.

The Board approved a \$592,400 project budget and was completed under budget at a total cost of \$561,900. Cultus Lake Park Board held their Grande Opening, on June 29, 2021, with invitations to volunteers and delegates, following the maximum event capacity due to the current COVID-19 Public Health Order.

**STRATEGIC PLAN:**

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

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Prepared by:

Approved for submission to the Board:



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Dave Driediger  
Manager of Park Operations



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Joe Lamb  
Chief Administrative Officer





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Special Event: Annual Munroe Avenue Block Party

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#### **PURPOSE:**

The purpose of the report is to provide the Board with information pertaining to the Annual Munroe Avenue Block Party on Saturday, August 14, 2021.

#### **RECOMMENDATION:**

***THAT** the Cultus Lake Park Board approve the Annual Munroe Avenue Block Party on Saturday, August 14, 2021, and;*

***THAT** the Cultus Lake Park Board approve the partial road closure at the top of Munroe Avenue on Saturday, August 14, 2021, between 10:00am to 8:00pm.*

#### **DISCUSSION:**

Annual Munroe Block Party event organizer, Chair David Renwick, is requesting Board approval for the Annual Munroe Avenue Block Party on Saturday, August 14, 2021, from 10:00am to 8:00pm. This is a private annual party held at the top of Munroe Avenue at Cultus Lake Park. The estimated number of attendees is 100.

The organizer is requesting a partial road closure at the top of Munroe Avenue for the duration of the event.

The organizer will be required to provide comprehensive general liability insurance of not less than \$5,000,000 and a map of the event.

The organizer has paid the \$100 application fee. They will be required to also pay the \$1,000 security deposit.

#### **STRATEGIC PLAN:**

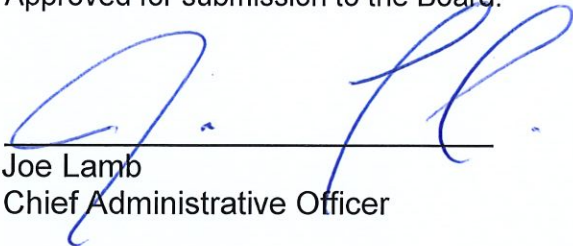
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

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Prepared by:

  
Amanda Nadeau  
Communication,  
Media and Events Coordinator

Approved for submission to the Board:

  
Joe Lamb  
Chief Administrative Officer



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Special Event: Fraser Valley British Motor Club Picnic

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#### PURPOSE:

The purpose of this report is to provide the Board with information pertaining to the Fraser Valley British Motor Club Picnic on Sunday, September 12, 2021.

#### RECOMMENDATION:

***THAT*** the Cultus Lake Park Board approve the Fraser Valley British Motor Club Picnic on Sunday, September 12, 2021.

#### DISCUSSION:

Fraser Valley British Motor Club Picnic event organizer, Commissioner Larry Payeur, is requesting Board approval for the Fraser Valley British Motor Club Picnic on Sunday, September 12, 2021, from 10:00am to 3:00pm. This is a private annual picnic held on the grassy area between Parking Lot B and Main Beach. The estimated number of attendees is 150.

The organizer will be required to provide comprehensive general liability insurance of not less than \$5,000,000 and a map of the event. Site visit will be done with staff to ensure grass or irrigation systems are being protected.

The organizer has paid the \$100 application fee. They will be required to also pay the \$1,000 security deposit.

**STRATEGIC PLAN:**

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

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Prepared by:



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Amanda Nadeau  
Communication,  
Media and Events Coordinator

Approved for submission to the Board:



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Joe Lamb  
Chief Administrative Officer





## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Special Event: Blanc on the Beach

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#### PURPOSE:

The purpose of this report is to provide the Board with information pertaining to the event, Blanc on the Beach, September 11, 2021.

#### RECOMMENDATION:

***THAT*** the Community Events and Engagement committee request the Cultus Lake Park Board approve the Blanc on the Beach event, to be held on September 11, 2021, at Main Beach; and

***THAT*** the Community Events and Engagement committee request the Cultus Lake Park Board approve that parking fees be waived for paid attendees and volunteers.

#### DISCUSSION:

Blanc on the Beach event organizers, Community Events and Engagement Committee, are requesting Board approval for the Blanc on the Beach on Saturday, September 11, 2021, from 4:30pm to 10:00pm. This is a private event held on the beach and grassy area east of Sweltzer Creek at Main Beach, with use of Gazebo B and C at Cultus Lake Park.

The organizers are requesting that volunteers and guests who purchase tickets to the event, have parking fees waived for the duration of the event. Parking would only be offered to guests in Parking Lot A, to minimize impact on other parking lots to visitors. The estimated total number of guests is 200, with tickets being presold on a first come, first serve basis.

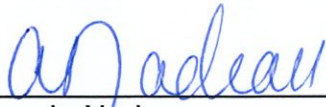
The organizer will be required to provide comprehensive general liability insurance of not less than \$5,000,000 and a liquor license. Site visit has been done with staff to identify required fenced area and ensure grass or irrigation systems are being protected.

#### STRATEGIC PLAN:

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

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Prepared by:



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Amanda Nadeau  
Communication,  
Media and Events Coordinator

Approved for submission to the Board:



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Joe Lamb  
Chief Administrative Officer



## CULTUS LAKE PARK

### REPORT/RECOMMENDATION TO BOARD

**DATE:** July 21, 2021 **FILE:** 0550

**SUBMITTED BY:** Amanda Nadeau  
Communications, Media and Events Coordinator

**SUBJECT:** Special Event: ILWU Local 502 Pensioner's Picnic

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#### PURPOSE:

The purpose of this report is to provide the Board with information pertaining to the ILWU Local 502 Pensioner's Picnic on Wednesday, August 11, 2021.

#### RECOMMENDATION:

***THAT** the Cultus Lake Park Board approve the ILWU Local 502 Pensioner's Picnic on Wednesday, August 11, 2021.*

#### DISCUSSION:

ILWU Local 502 Pensioner's Picnic event organizer, Cindy Miller, is requesting Board approval for the ILWU Local 502 Pensioner's Picnic on Wednesday, August 11, 2021, from 8am to 5pm. This is a private annual picnic held on the grassy area east of Sweltzer Creek at Main Beach, with use of Gazebo B and C at Cultus Lake Park. The estimated number of attendees is 370.

The event will feature a DJ, with family appropriate music at a volume that does not disturb the enjoyment of other visitors at Main Beach. The organizers request temporary vehicle access for the off-loading of propane BBQs, food warming equipment, generator, and deep freeze units for food and cold non-alcoholic beverages near Gazebo B and C. Staff will be involved in the setup of generators and warming equipment to ensure proper fire safety. The organizers will have a first aid attendant on site and will provide staff with a copy of the certification.

The organizer will be required to provide comprehensive general liability insurance of not less than \$5,000,000 and have provided the attached map of the event. Site visit will be done with staff to ensure grass or irrigation systems are being protected.

The organizer will be required to pay the \$100 application fee and the \$500 rental fee for events hosting more than 200, as outlined in the Special Event Bylaw No. 1150, 2019, with use of Gazebo B and C. They will be required to also pay the \$1,000 security deposit and the \$350 garbage bin rental fee for the appropriate removal of waste.

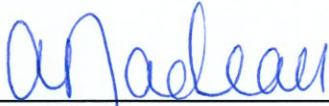


**STRATEGIC PLAN:**

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

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Prepared by:



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Amanda Nadeau  
Communication,  
Media and Events Coordinator

Approved for submission to the Board:



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Joe Lamb  
Chief Administrative Officer



