



CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

WEDNESDAY, JUNE 15, 2022

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) security of the property of the municipality.

(3) RECONVENE

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(4) APPROVAL OF AGENDA

THAT the Cultus Lake Park Board approve the Agenda; and

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

(5) ADOPTION OF MINUTES

Page 5

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held May 18, 2022.*

(6) ADOPTION OF COMMITTEE MINUTES

Page 13

- (a) *THAT the Cultus Lake Park Board approve the Village Center Planning and Development Committee from March 17, 2022.*

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- (b) *THAT the Cultus Lake Park Board approve the Environmental and Public Areas Planning Committee from March 18, 2022.*

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- (c) *THAT the Cultus Lake Park Board approve the Commercial Leaseholder Committee Minutes from May 17, 2022.*

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- (d) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee May 3, 2022.*

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- (e) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from May 19, 2022.*

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- (f) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from May 31, 2022.*

(7) CORRESPONDENCE

(8) BYLAWS

(a) Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022

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- Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022.

***THAT** the Cultus Lake Park Board give Final Reading to Cultus Lake Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022.*

(9) STAFF REPORTS

(a) Cultus Lake Park Request for Proposal – Cultus Lake Village Center Plan Report

Page 45

- Report dated June 15, 2022 from Chief Administrative Officer, Joe Lamb

***THAT** the Cultus Lake Park Board receive the report regarding the Request for Proposal for the Cultus Lake Village Center Plan for information.*

(b) Around the Lake Give'R Take 30 Special Event

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- Report dated June 15, 2022, from Amanda Nadeau, Communications, Media and Events Coordinator
- Letter dated April 20, 2022, from Lynda Ferris, Permit and Insurance Coordinator
- Map of the Event
- Special Event Application Dated April 20, 2022

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***THAT** the Cultus Lake Park Board approve the Around the Lake Give 'R Take 30 Trail Race from 6:00 am to 2:00 pm on October 15, 2022; and*

***THAT** the Cultus Lake Park Board waives parking fees for up to 75 race volunteer vehicles in Parking Lot A for Around the Lake Give 'R Take 30 from 6:00 am to 2:00 pm on October 15, 2022.*

(10) REPORTS BY COMMISSIONERS

(a) Party in the Plaza Special Event

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- Report dated June 15, 2022 from Commissioner Kirk Dzaman, Chair, Community Events and Engagement Committee

***THAT** the Cultus Lake Park Board approve the Party in the Plaza Special Event to be held on Friday, August 12, 2022, from 7:00 pm to 10:00 pm.*

(b) Movie Nights Special Events

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- Report dated June 15, 2022, from Commissioner Kirk Dzaman, Chair, Community Events and Engagement Committee

***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 8, 2022, at sunset, weather permitting.*

***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 22, 2022, at sunset, weather permitting.*

***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 5, 2022, at sunset, weather permitting.*

***THAT** the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 19, 2022, at sunset, weather permitting.*

(11) COMMUNITY ASSOCIATION

(12) PUBLIC QUESTION PERIOD

(13) ADJOURNMENT

***THAT** the Regular Meeting of the Cultus Lake Park Board held on June 15, 2022, be adjourned.*



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, MAY 18, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Renwick – Chair
Commissioner D. Bauer
Commissioner L. Payeur
Commissioner C. Smit

Staff Chief Administrative Officer – J. Lamb
Manager of Finance – E. Lee
Manager of Corporate Services / Corporate Officer – R. Litchfield
Communications, Communications, Media and Events Coordinator – A. Nadeau
Manager of Sunnyside Campground & Accommodations – C. Volk
Administrative Assistant – E. Dion

Regrets Commissioner K. Dzaman – Vice Chair
Manager of Park Operations – D. Driediger

(1) CALL TO ORDER

The Chair called the meeting to order at 4:00 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) security of the property of the municipality; and

Section 90 (1), (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

(3) RECONVENE

The meeting reconvened at 5:00 pm.

(4) APPROVAL OF AGENDA

4979-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board approve the amending Agenda for the Regular Meeting of May 18, 2022 by adding under Section 7 Adoption of Committee Minutes, Item 7, (e) Adoption of Commercial Leaseholders Committee Minutes; and by adding under Section 13, Commissioner Reports, Item 13, (a) Verbal Report from Commissioner Smit, Chair of the Commercial Leaseholder Committee; 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) DELEGATION

2022 Draft Financial Statements

- Report dated May 18, 2022 from Erica Lee, Chief Financial Officer
- Sean Reid, KPMG regarding the 2021 Audit Findings Report.

Moved by: Commissioner Smit Seconded By: Commissioner Bauer

THAT the Cultus Lake Park Board receive the report from the Chief Financial Officer regarding the 2021 DRAFT Financial Statements; and

THAT the 2021 Financial Statements be approved.

CARRIED

(6) ADOPTION OF MINUTES

4980-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

- (a) ***THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held April 20, 2022.***

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

4981-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

- (a) ***THAT the Cultus Lake Park Board approve the Commercial Leaseholder Committee Minutes from March 15, 2022.***

CARRIED

4982-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

- (b) ***THAT the Cultus Lake Park Board approve the Commercial Leaseholder Committee Minutes from April 12, 2022.***

CARRIED

4983-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

- (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from April 4, 2022.***

4984-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

- (d) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from April 19, 2022.***

CARRIED

4985-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

- (e) ***THAT the Cultus Lake Park Board approve the Commercial Leaseholder Committee Minutes from May 17, 2022.***

CARRIED

(8) CORRESPONDENCE

Balsam Street Dock Management

- (a) • Letter dated April 11, 2022 from Colleen Rogozinski, resident, regarding managing Balsam Street Dock during the summer season

4986-22 Moved by: Commissioner Payeur Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board receive the Letter from Colleen Rogozinski regarding the Balsam Dock management during the summer season.

CARRIED

(9) FINANCE

2021 Statement of Financial Information

- Report dated May 18, 2022 from Erica Lee, Chief Financial Officer
- Statement of Financial Information

4987-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board approve the report dated May 18, 2022 from the Chief Financial Officer regarding the 2021 Statement of Financial Information and that the report be placed on the Cultus Lake Park website.

CARRIED

(10) BYLAWS

- (a) **General Local Government Elections Bylaw No. 1213, 2022**
Mail Ballot Authorization and Procedure Bylaw 1214, 2022
- General Local Government Election Bylaw No. 1213, 2022
 - Mail Ballot Authorization Bylaw No.1214, 2022

4988-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Final Reading of the Cultus Lake Park General Local Government Election Bylaw No. 1213, 2022.

THAT the Cultus Lake Park Board give Final Reading of the Cultus Lake Park Mail Ballot Authorization and Procedure Bylaw No. 1214, 2022.

CARRIED

(b) **Election Signage and Canvassing Bylaw No. 1215, 2022**

- Election Signage and Canvassing Bylaw No. 1215, 2022.

4989-22 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final Reading of the Election Signage and Canvassing Bylaw No. 1215, 2022.

CARRIED

(c) **Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1216, 2022**

- Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1216, 2022

4990-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board give Final Reading of the Cultus Lake Park Bylaw Notice Enforcement Bylaw No. 1140, 2019 Amendment Bylaw No. 1216, 2022.

CARRIED

(d) **Financial Plan Bylaw 1199, 2021, Amendment Bylaw 1217, 2022**

- Financial Plan Bylaw 1199, 2021, Amendment Bylaw 1217, 2022

4991-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give Final Reading to Cultus Lake Park 2022 - 2026 Financial Plan Bylaw 1199, 2021, Amendment Bylaw No. 1217, 2022.

CARRIED

(e) **Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022**

- Report dated May 18, 2022 by Rachel Litchfield, Manager of Corporate Services / Corporate Officer

4992-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give First, Second and Third Reading to Cultus Lake Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022

CARRIED

(11) CONSENT AGENDA

- (a) 2022 First Quarter Reports
- Finance
 - Parking
 - Public Works
 - Campground and Accommodations
 - Bylaw Compliance and Enforcement
 - Fire Department
 - Lease Assignment

4993-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board receive the 2022 First Quarter reports for information.*

CARRIED

(12) STAFF REPORTS

- (a) **Cultus Lake Park Dock Repair and Replacement Status Update**
- Report dated May 9, 2022 from Chief Administrative Officer, Joe Lamb
 - Attachment 1, Ellis Don Dock Repair Scope
 - Attachment 2, Dock Specifications
 - Attachment 3, Quotation from Queensboro Dock & Marine

4994-22 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board receive the Dock Status Repair and Replacement Status Update Report for information.*

CARRIED

- (b) **Cultus Lake Community School Kinder Fair Special Event**
- Report dated May 18, 2022 by Amanda Nadeau, Communication, Media, and Events Coordinator

4995-22 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

***THAT** the Cultus Lake Park Board approve the waiver of parking fees for thirty parent vehicles in Parking Lot B on June 15, 2022, from 12:00 pm to 2:00 pm.*

CARRIED

- (c) **Relocation of the Totem Pole Project**
- Report dated May 18, 2022, by Amanda Nadeau, Communications Media and Events Coordinator

4996-22 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board approve the relocation of the Cultus Lake Park Totem Pole dedicated to Chief, Richard Malloway.*

CARRIED

(13) COMMISSIONERS REPORTS

(a) Parmenter Road Signage

- Verbal Report from Commissioner Smit, Chair of the Commercial Leaseholder Committee

4997-22 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board Commercial Leaseholder Committee, under conditional approval for the proposed sign from the Cultus Lake Business Association, approve a 12 ft x 8 ft sign funded by participating Cultus Lake Park Commercial Leaseholders, to be placed at Parmenter Road with a minimum of thirty feet from the center line of the roadway subject to the Chief Administrative Officers final design approval.*

MOTION DEFEATED

Chair Renwick and Commissioner Bauer voted in opposition

(14) COMMUNITY ASSOCIATION

- Q: E. Vance, Community Association, inquired about where the funding for the new docks will be sourced.
- A: Chief Administrative Officer Joe Lamb noted that 100% of the funding for docks will be covered by insurance.
- Q: E. Vance, Community Association, commended staff for continued improved communication to residents and inquired about staff's plan to communicate the status of docks to local press to support informing visitors.
- A: Chief Administrative Officer, Joe Lamb highlighted that staff wanted to provide sufficient notice to residents initially with respect to removal and replacement of docks. Now that the Board has been informed of the plan, staff will connect with local news outlets for support in communication.
- Q: E. Vance, Community Association, requested an update with respect to the parking permit portal issues for residential parking.
- A: Chief Administrative Officer Joe Lamb noted that the issue has not been resolved at this time, however staff are hopeful that there will be a resolution prior to the long weekend. Staff will notify residents once the issue has been fixed. Additionally, highlighted the upcoming release of the Cultus Lake Park App which will further improve communications.

(15) PUBLIC QUESTION PERIOD

- Q: R. Williamson, resident, requested confirmation that the dock removal starting next week would in fact include the west side docks.
- A: Chief Administrative Officer Joe Lamb confirmed that the west side docks would be included in the scope of work.

(16) ADJOURNMENT

4993-22 Moved by: Commissioner Payeur Seconded by: Commissioner Smit

THAT the Regular Meeting of the Cultus Lake Park Board held on May 18, 2022 be adjourned at 5:30 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 18, 2022.

David Renwick
Chair

Joe Lamb
Chief Administrative Officer



**CULTUS LAKE PARK BOARD
VILLAGE CENTER PLANNING AND DEVELOPMENT COMMITTEE
MEETING MINUTES**

THURSDAY, MARCH 17, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner K. Dzaman – Chair

Committee Members G. Senft – Via Zoom
E. Vance
B. Shirley – Via Zoom
B. van den Brink – Via Zoom

Staff Chief Administrative Officer – J. Lamb
Manager of Corporate Services/Corporate Officer – R. Litchfield
Communication, Media, and Event Coordinator – A. Nadeau

Regrets P. Vander Helm
C. Elstak
C. Rogozinski
Commissioner Bauer – Vice Chair

(1) CALL TO ORDER

The Chair called the meeting to order at 9:03 am.

(2) APPROVAL OF AGENDA

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

***THAT** the Cultus Lake Park Board Village Center Planning and Development Committee approve the Agenda for the Meeting of March 17, 2022.*

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

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

***THAT** the Cultus Lake Park Board Village Center Planning and Development Committee approve the Minutes for the Meeting of February 16, 2022.*

(4) CORRESPONDENCE

(5) NEW BUSINESS

(6) STAFF REPORTS

Draft RFP for Consultation

- Cultus Lake Park Village Center Development

Moved by: G. Senft Seconded by: B. van den Brink

THAT the Cultus Lake Park Board Village Center Planning and Development Committee accept the draft Request for Proposal with amendments for the Village Center Plan.

B. Shirley opposed.

CARRIED

Chair Dzaman noted that the purpose of discussion is to finalize the document to distribute and begin work associated with the project. Chair Dzaman opened discussion with respect to the RFP document.

The committee discussed having one meeting with all proponents to ensure clarity of the document for all parties.

Chief Administrative Officer J. Lamb noted that following standard process in other municipalities, all submissions and subsequent communication will be in written format.

The committee discussed making the following amendments to the document:

- Add a sentence to page 19 outlining that at the end of this work, we want a document that is delivered to the park that can be used to get RFI/RFP from developers to engage the process.
- Remove section 2.2 on page 16 referencing the budget for consultation.
- Remove 2.3.1 on page 17 “the existing plaza area” and replace with “Village Center area as defined in PlanCultus.
- Add details of the unique government structure at Cultus Lake Park under Economic Impact on page 19.
- Remove Aitchelitz First Nation from Community Engagement section on page 19.
- Remove Client Review10 from Preparation of Preliminary Land Use Plan on page 19.
- Rename link on page 21 referencing PlanCultus for clarity
- Remove “neighbourhood” in section 4 on page 21 and replace with “Area H.”
- Include the request for references in section 4.0 Evaluation Process and Criteria on page 29.
- Remove “members” in section 1.11 on page 15 of document and replace with “staff” or “stakeholders.”
- Add in section 2.3 on page 16 information noting that should engineering work be required outside of the scope of work it will be provided by Cultus Lake Park staff.
- Add dates with respective timelines.

The committee discussed concerns that the current document as outlined could be further amended to follow other formatting on BC Bid. Details could be removed to allow more flexibility of the consultant and add more clarity on what the expected deliverables of the feasibility study are as outlined on page 19 and 20 of the document. In addition, timelines and the intent to include developers should be added to the document.

Chief Administrative Officer J. Lamb recommended that the committee focus on the scope of work, as the consulting agreement is in alignment with other municipalities. This work is required for public consultation and the document should limit requests to create dialogue with potential proponents.

The committee discussed the requirement to address Fraser Valley Regional District zoning and if this is required for the mixed-use area.

Chief Administrative Officer J. Lamb confirmed that this is required as they hold the Zoning Bylaw.

Staff will post Request for Proposal document on BC Bid by Friday, March 25, 2022 with closing date of Friday, April 29, 2022 at 4:00 pm. All eligible proponents will be brought forward for board review and approval.

Chief Administrative Officer J. Lamb requested that staff phone each committee member to ensure that they have received the committee agenda prior to the meeting.

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Friday, May 27, 2022 – 9:00 am

(9) ADJOURNMENT

Moved by: G. Senft Seconded by: B. van den Brink

THAT the Cultus Lake Park Board Village Center Planning and Development Committee meeting held on March 17, 2022, be adjourned at 10:00 am.

CARRIED



**CULTUS LAKE PARK BOARD
ENVIRONMENTAL AND PUBLIC AREAS PLANNING COMMITTEE
MEETING MINUTES**

FRIDAY, MARCH 18, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner D. Bauer – Chair
Commissioner L. Payeur – Vice Chair

Committee Members B. Senft – Via Zoom
J. Hartung
K. Vander Helm
G. Smit – Via Zoom
R. LeBlanc - left at 10:00 am

Staff Chief Administrative Officer – J. Lamb
Communication, Media, and Event Coordinator – A. Nadeau

(1) CALL TO ORDER

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

(2) APPROVAL OF AGENDA

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

***THAT** the Cultus Lake Park Board Environmental and Public Area's Planning Committee approve the Agenda for the Meeting of March 18, 2022.*

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Environmental and Public Areas Planning Committee Minutes from 2021 have been approved and adopted by the Cultus Lake Park Board.

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) Committee Terms of Reference

- Environmental and Public Areas Planning Committee Terms of Reference

Chief Administrative Officer J. Lamb opened discussion for the committee to make any inquiries with respect to the Committee Terms of Reference.

(b) **Board Committee Systems Policy**

- Board Committee System Policy

Chief Administrative Officer J. Lamb opened discussion for the committee to make any inquiries with respect to the Board Committee Systems Policy.

(c) **2022 Scope of Work Timelines**

- Completion of Parking Lot area landscaping
- Maintenance of landscaping at Main Beach, Parking Lots and Foreshore Gardens
- Starbucks' Volunteers update
- Landscaping additional parking stalls in residential areas
- Root protection
- Public Park greenspaces along First Avenue
- Pruning and fertilizing
- Invasive plant species maintenance and education
- Tracking of tree replacement
- Milfoil management update/plans
- Canada Geese Management Media Release

The committee discussed the arrival of plants for the first week of April for planting at west end of Parking Lot B.

Chief Administrative Officer J. Lamb noted that the maintenance of parking lots and Main Beach greenspace will be compiled into Public Works weekly work routine. In addition, staff has budgeted for four additional special assignments starting June 15, 2022. This year a supervisor will be assigned to Sunnyside Campground along with seasonal Sunnyside Campground staff scope of work increases.

The committee plans to review specific areas of work to highlight with the Public Works team upon onboarding.

Chief Administrative Officer J. Lamb noted that the goal is to have the committee less involved in ongoing maintenance to encourage the focus on community engagement projects.

The committee discussed application of bulk mulch throughout the foreshore. Staff will deliver the mulch and Starbucks' volunteers will spread on April 1, 2022 over the course of one week.

Chief Administrative Officer J. Lamb highlighted that mulch in parking lot areas will be addressed after April 1, 2022 following review with staff on timelines and plan.

The committee discussed Sunnyside Campground recovery work has compromised the first row of trees and noted that mulch is required. Staff will address this issue.

The committee discussed offering coffee and muffins for Starbucks' volunteers; Chief Administrative Officer J. Lamb approved the expense.

Starbucks reached out to engage with the community to create ongoing outreach projects throughout the summer. They require a minimum of three weeks notice to put together six to twelve member crews to complete the work in the future.

Chair Bauer inquired about the plan to clean the forest.

Chief Administrative Officer J. Lamb noted that Ministry of Forests plans to come yearly to clean the forest to provide training for crews, however annual fires prevent this. Staff will look into potential BC Government grants for understory clean up.

The committee inquired about irrigation in the new residential stall greenspaces to guarantee water supply.

Chief Administrative Officer J. Lamb recommended that the committee move forward as staff review this along with potential to ask residents to water nearby beds in the interim. The goal is to mirror Parking Lot B design for continuity. In addition, the plan is to complete all irrigation throughout greenspaces by the end of 2024.

The committee requested Public Works staff to incorporate into maintenance schedule a plan to encircle trees with mulch to prevent grass growing tightly around tree trunks.

Chief Administrative Officer J. Lamb noted that the committee and staff should highlight multiple areas to complete mulching earlier in the year. Plan is to keep removed trees throughout the park to create mulch for future projects. In addition, noted that all residents require permits to remove trees within the park.

The committee requested that staff resend the Green Shores project details.

Chair Bauer noted that through CLASS, staff applied for the Green Shores project to create a protected green space area on the west side of the lake.

Chief Administrative Officer J. Lamb highlighted that potential challenges with the project are that some of the softscape will take away beach front, so need to manage the balance. There are two full public consultation sections, which will engage conversations to highlight the project's goal to lessen the impact of erosion.

The committee discussed the importance of education for the community to understand the saplings growing throughout the rocks are important for protection of the shoreline.

Chief Administrative Officer J. Lamb noted that the committee is welcome to continue to share communication with staff to highlight the importance and educate compliance. The committee should consider being present at future events to share information.

Oak Street Park area needs new trees, new seed, aerate grass to prevent the runoff and erosion. Staff will review this and resources available. The committee will create focus for work in 2023.

Chief Administrative Officer J. Lamb highlighted the introduction of new washroom facilities near the marina.

The committee discussed educating residents on harmful fertilizer use along beach front.

Chief Administrative Officer J. Lamb noted the amendment to the Property Maintenance Bylaw; working on additions with respect to pesticides. Goal is to gain Board approval to prevent use within the park.

Staff to work with the committee on communication package for social platforms, and a flyer to be delivered to residents.

Park Drive still requires a lot of work with respect to invasive plant species removal. The school contacted the committee to host an educational seminar with students on Tuesday, April 5, 2022 at 12:45 pm. The following week removal work will be completed with the school along the parking lot edge and sections near the school.

Staff to incorporate signage for safety prior to the event if they are going into the forest.

The committee is requesting to be able to utilize a bingo marker with Round-Up on the root of invasive plants to prevent future growth.

Staff to review certification for the process of pesticides application in order for staff to attend future events. The Board and staff can not approve the use of specific pesticides without certification.

The committee discussed multiple trees throughout residential areas that are tangled with ivy. The committee requests more education from staff for residents. The committee will submit multiple messages throughout the summer to share with the community.

Chief Administrative Officer J. Lamb recommended that the committee plan an event to offer an educational session for the community. In addition, to create a welcome package for all new residents for staff to distribute.

Chief Administrative Officer J. Lamb noted that staff has a survey of all significant trees and can provide how many trees the park has purchased over the years. Majority of applicants of new builds are not receiving approval to remove all trees requested by the leaseholder. Staff review location for the new trees (planted at a 2:1 ratio) and work with leaseholders for best placement.

The committee requested a spreadsheet to measure progress of trees removed compared to total trees planted over the years.

Chief Administrative Officer J. Lamb noted that once work on the docks progresses, staff will begin addressing the Milfoil mats.

The committee noted that they wanted the media release to assist in identifying goose nests and add contact information for if/when they find a nest. The committee will submit feedback to staff to amend the attached Media Release.

The committee discussed using an old growth tree that is scheduled to be removed for education and request to include signage to highlight age, etc. The committee will prepare some messaging for this tree around Lot B.

(6) STAFF REPORTS

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Wednesday, June 1, 2022 – 9:00 am

(9) ADJOURNMENT

Moved by: L. Payuer Seconded by: B. Senft

THAT the Environmental and Public Areas Planning Committee meeting held on March 18, 2022, be adjourned at 10:21 am.

CARRIED



**CULTUS LAKE PARK BOARD
COMMERCIAL LEASEHOLDER COMMITTEE
MEETING MINUTES**

TUESDAY, MAY 17, 2022
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 S. Marks – Cultus Lake Marina – Via Zoom
Staff	Chief Administrative Officer – J. Lamb Manager of Corporate Services / Corporate Officer – R. Litchfield Communication, Media, and Event Coordinator – A. Nadeau - Via Zoom
Members of the Public	B. McCrea

(1) CALL TO ORDER

The Chair called the meeting to order at 9:03 am.

(2) APPROVAL OF AGENDA

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

- (a) **THAT** the Cultus Lake Park Board Commercial Leaseholder Committee approve amending the Agenda by adding under Section 4, Correspondence, Request for Parmenter Sign and Item under Section 6, Staff Reports, Sunnyside Kiosk Hours of Operation to the Meeting of May 17, 2022; and

THAT the Cultus Lake Park Board Commercial Leaseholder Committee approve the Agenda as amended; and

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

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

THAT the Cultus Lake Park Board Commercial Leaseholder Committee approve the Minutes for the Meeting of April 12, 2022.

Chief Administrative Officer J. Lamb highlighted the amendments to the Minutes as requested by S. Marks.

CARRIED

(4) CORRESPONDENCE

(a) Parmenter Sign Request

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

THAT the Cultus Lake Park Board Commercial Leaseholder Committee receive the email dated April 26, from Bob McCrea, Cultus Lake Business Association 2022.

CARRIED

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

THAT the Cultus Lake Park Board Commercial Leaseholder Committee, under conditional approval for the proposed sign from the Cultus Lake Business Association, approve a 12 ft x 8 ft sign funded by participating Cultus Lake Park Commercial Leaseholders, to be placed at Parmenter Road with a minimum of thirty feet from the center line of the roadway subject to the Chief Administrative Officers final design approval.

B. McCrea inquired whether the recommended sign was ever motioned in a previous Commercial Leaseholder Committee meeting. Chair C. Smit noted that the committee had in previous years.

B. McCrea noted that the sign will be made of aluminum with a protective coating to prevent weathering. He is presenting this to the committee at this time to receive support from the committee and add the motion to the May 18, 2022, Board Meeting. Following the Board Meeting, B. McCrea would connect with commercial leaseholders for participation.

Staff will amend the May 17, 2022, Board Meeting Agenda to include the motion.

The proposed sign would be installed on Park property, just past the tenant on Parmenter Road, twenty to thirty feet from the nearest roadway.

Chief Administrative Officer J. Lamb noted that the Ministry of Transportation requires that the signage is thirty ft from the center line, 20 ft from the travelled portion of the roadway.

Chief Administrative Officer J. Lamb reviewed that the committee voted on this in previous years, however the Board did not entertain the request.

C. Ovens inquired who would pay for this sign. B. McCrea noted that the participating merchants would pay for it.

B. McCrea noted that the approximate language of the sign would be to highlight Cultus Lake Park businesses 1 KM away. S. Marks would be building the sign. Total commercial leaseholders interested is unknown at this time, as they have not all been polled.

C. Ovens recommended that all commercial leaseholders are consulted prior to moving forward. B. McCrea offered to do so following Board approval.

CARRIED

(5) NEW BUSINESS

(6) STAFF REPORTS

(a) Sunnyside Kiosk Hours of Operation 8:00 am to 12:00 am

- Verbal update from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

R. Litchfield noted that the kiosk will be open seven days a week between 8:00 am to 12:00 am. Staff's intent is not to create a check point and highlighted that this a pilot project for the year. The kiosk was built in 2006; 2009 it was used to collect revenue however was not successful considering high volume of visitors and lack of amenities for staff.

Security will support this initiative along with Parking Enforcement Officers and Bylaw team. RCMP on duty are also welcomed to use this facility as well.

Installation of blinds in the front window and signage will be made to encourage visitors to not stop at the gatehouse and continue traffic flow.

Chair C. Smit clarified that this is meant to be another office and not actually stationed.

Chief Administrative Officer J. Lamb noted that staff are instructed to not take lunch breaks in the gatehouse. In addition, they will be on the ground in the community during their shifts with use of bikes and will not be stationed at any time in the gatehouse.

S. Marks appreciated that blinds are to be installed as it does not encourage people to stop if they see staff. He requested a copy of the sign in the sandwich board and inquired whether it would block his current signage at the gatehouse.

R. Litchfield noted that the signage will not block the Marina sign and staff will provide him with a mockup.

Chief Administrative Officer J. Lamb noted that it won't be a sandwich board, however this signage will be a backup if consistent congestion issues are noted at the gatehouse. It will not be implemented at the beginning of the pilot project.

S. Marks asked for a commitment from staff that vehicles will be stopped on the roadway if they have inquiries. His concern is that cars will follow suit if the previous vehicle stops for service, potentially creating issues with his customers accessing his business. He inquired whether there was any consideration to have bilingual staff to assist with diverse customer base.

Chief Administrative Officer J. Lamb stated that we have noted this concern and will do our best to manage this appropriately while still providing service to guests who request it. The intent is to not create congestion for either the Marina or the residents in the area. Currently, there is no consideration to hire bilingual staff for this specific purpose as staff are not manning and/or scheduled at the gatehouse.

C. Ovens noted that nobody will be stopping visitors, so in her opinion this will be a great support in highlighting security and RCMP to deter negative behaviour within the community.

Chair C. Smit noted that staff are committed to monitoring this to ensure that congestion does not happen.

S. Marks inquired whether the window at the gatehouse is going to be open when staff are in there.

Chief Administrative Officer J. Lamb highlighted that staff will be able to open the window for their comfort in warm temperatures. In addition, if issues arise, staff will deal with them accordingly. Staff should be removing themselves from the gatehouse if they are noticing increased stopped traffic.

L. Payeur inquired about the parking issues with residential leaseholders.

Chief Administrative Officer J. Lamb noted that we are working with the developers to fix the issue and will communicate once this has been resolved.

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Tuesday, June 14, 2022, at 9:00 am.

(9) ADJOURNMENT

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

THAT the Commercial Leaseholder Committee meeting held on May 17, 2022, be adjourned at 9:32 am.

CARRIED



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

TUESDAY, MAY 3, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present	K. Dzaman – Chair P. McEwan – Vice Chair
Committee Members	E. Jartved K. Brauer S. Lamb
Staff	Chief Administrative Officer – J. Lamb Communication, Media, and Event Coordinator – A. Nadeau
Regrets	T. Seeley R. LeBlanc

(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: E. Jartved

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 3, 2022.*

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

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

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of April 19, 2022.*

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) 2022 Cultus Lake Days Planning

- List of topics for discussion:
- Committee members update on respective roles of responsibility

- Parade – K. Brauer and T. Seeley
 - Sponsorship – K. Dzaman
 - Volunteers – E. Jartved and R. LeBlanc
 - Kid's Activities – E. Jartved and R. LeBlanc
 - Vendor's Market and Food Trucks – S. Lamb
 - Pony Rides – S. Lamb
 - Musicians – P. McEwan
 - Beer Garden – P. McEwan
-
- Tenting and Fencing Requirements
 - Rotary Train
 - Fireworks
 - Committee Storage Location

Parade

The committee reviewed the contacts in the community that are confirmed for the parade. The committee discussed reaching out to K. Marshall for participation.

The Cultus Lake Golf Club confirmed their participation with respect to the parade and providing some prizes for the parade participants.

The Cultus Lake Waterpark has confirmed their contribution of water bottles; the committee will request 500 plus.

The committee discussed reaching out to Big Thunder Golf Carts for participation in the parade.

Sponsorship

Staff noted that Envision is providing \$3500 in sponsorship funding.

NextLevel Financial will be providing \$1000 in sponsorship funding.

Volunteers

The committee reviewed that they have begun to connect with the community and have some interest and it was noted that four staff members will be volunteering for four hours each.

Kid's Activities

The committee reviewed the quote from the other company able to provide inflatables.

The committee decided that they will go with the original company and source the face painting elsewhere.

Vendor's Market and Food Truck

The committee reviewed that she reached out to the Fraser Valley Food Trucks and have confirmed seven food trucks. The food truck capacity has been met.

Musicians

The committee noted that there are only some final details to share with the musicians.

Beer Garden

The committee discussed and confirmed with Lake Bottom Cidery and is awaiting confirmation from Old Yale. S. Lamb shared that Old Yale utilized wooden tokens to weigh how many were provided vs. how many were redeemed.

8000 tokens cost would be approximately \$966.00.

The committee discussed connecting with a local winery to provide wine. Staff will email Vino Veritas to see if wine can be sourced directly from the distributor.

The fee for beer is \$5.00 per beer and \$7.00 per glass of wine as per the liquor license.

Pony Rides

The committee noted that she is still working on confirming someone for this specific attraction.

Tenting and Fencing Requirements

The committee noted that he connected with one company with respect to fencing.

Staff will get a quote for fencing for the next committee meeting.

Staff will inquire if Tourism Chilliwack and Envision has any tents that the committee can use.

The committee needs to rent one 20x20 tent for the event.

Rotary Train

The committee discussed that the Rotary Train is already booked for another event. The committee discussed reaching out to another contact for a train.

Fireworks

Budget discussion was had on the cost is for the fireworks show and confirmed the booking.

Committee Storage Location

Staff reviewed that the committee items are currently located in storage at the barn.

The committee will provide staff with dates to access the storage area to review inventory.

(b) 2022 Cultus Lake Days Budget Review

- Committee members update on cost for respective roles of responsibility

Sponsorship

Tourism Chilliwack \$3000

FVRD \$2500

Envision \$3500

Next Level \$1000

Musicians \$700

Stage \$2000 (potential)

Other revenue – Net Drink Ticket sales \$2000

External Marketing \$1000

Fencing – potential to sponsor

Kid's Activities \$2300

Security \$1000
Music and Equipment \$7000
Incidentals \$1000
Fireworks \$5000

The committee discussed other individuals that they would like to contact for sponsorship.

The committee will create a formal letter to be utilized when connecting with other potential sponsors and send to the Chair for review and approval.

(c) **2022 Party in the Plaza Planning**

The committee discussed putting further planning of this event on hold.

(d) **Blanc on the Beach Planning**

The committee noted that Lakeside Beach Club would like to participate again this year potentially on September 24, 2022.

Staff has marked this off in the calendar.

(e) **Movie Nights Planning**

The committee noted that they do not want to have their own concession stand; the community would bring their own snacks.

Two committee members will be required for setup, two for take down and a local resident would facilitate the sound setup and equipment.

The committee discussed hosting the movie nights on July 8 and 22, August 5 and 19. In addition, they noted that they may connect with other businesses for sponsorship.

Moved by: S. Lamb Seconded by: E. Jartved

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 8, 2022.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 22, 2022.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 5, 2022.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 19, 2022.

CARRIED

(6) **STAFF REPORTS**

(7) **PUBLIC QUESTION PERIOD**

No public questions.

(8) NEXT MEETING DATE AND TIME

Thursday, May 19, 2022, at 6:00 pm.

(9) ADJOURNMENT

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

***THAT** the Community Events and Engagement Committee meeting held on May 3, 2022 be adjourned at 7:56 pm.*

CARRIED



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

THURSDAY, MAY 19, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present P. McEwan – Vice Chair

Committee Members E. Jartved
T. Seeley
K. Brauer
S. Lamb

Staff Chief Administrative Officer – J. Lamb
Communication, Media, and Event Coordinator – A. Nadeau

Regrets Commissioner K. Dzaman – Chair
R. LeBlanc

(1) CALL TO ORDER

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

(2) APPROVAL OF AGENDA

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

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 19, 2022.*

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Moved by: S. Lamb Seconded by: K. Brauer

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of May 3, 2022.*

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) 2022 Cultus Lake Days Planning

- List of topics for discussion:
 - Committee members update on respective roles of responsibility
 - Parade – K. Brauer and T. Seeley

- Volunteers – E. Jartved and R. LeBlanc
- Kid's Activities – E. Jartved and R. LeBlanc
- Vendor's Market and Food Trucks – S. Lamb
- Pony Rides – S. Lamb
- Musicians – P. McEwan
- Beer Garden – P. McEwan
- Sponsorship
- Fantasy Farms Train
- Fencing
- Signage and Marketing
- Sponsorship Package Review

Parade

The committee noted that there are nineteen participants confirmed. Community members are on board to assist with planning and execution. The train will be in the parade and will coordinate with staff on the train route outside of the parade.

Discussion was had that the train could potentially be routed to the Commercial Leaseholders in the Plaza and along the Trans Canada Trail.

The committee is continuing to try and source Spiderman; Abbotsford Canucks requested participating.

Discussion was had that community members that volunteer will not be required to sign a waiver. If community members are participating in the parade, they are required to complete the waiver.

The Cultus Lake Golf Course is supplying large water jugs.

The committee is looking for someone to participate in the parade as Santa Claus.

Staff will provide the committee with contact information for First Nations participation.

Staff confirmed no invoices are required for payment of parade participants.

The committee discussed reaching out to other members of Council from the City of Chilliwack.

Sponsorship

A discussion was had that any individual interested in sponsoring can be directed to staff to process payment and receive tax receipts.

Staff will send the committee the word document of the sponsorship letter to amend the document from themselves when contacting businesses.

The committee discussed reaching out to other local businesses for sponsorship.

Staff will post the sponsorship letter on the Community Events and Engagement Committee Facebook page.

Volunteers

The committee noted that she has 25 confirmed volunteers, with 25 potential volunteers pending confirmation.

The community church has offered any support and the use of the parking lot where needed.

The committee is trying to contact Starbucks for volunteer participation.

Kid's Activities

Staff have connected with the organizer of the bouncy castles to submit payment, to ensure the committee can receive commitment letter.

The committee noted that the Henna artist should be in the market.

The Abbotsford Canucks will be contributing a game in the Kid's Activities. The committee discussed assigning them Gazebo A and will confirm what setup is required.

The committee discussed reaching out to another face painter to inquire if the vendor will charge patrons directly rather than invoicing the park.

Vendor's Market and Food Truck

The committee discussed OAP participation in the vendor market free of charge.

The committee noted that we have 32 market vendors total; there is additional room to increase total number of vendors. There are 9 total food trucks.

Staff will confirm if the Fire Hall is serving any beverages at the Pancake Breakfast.

The committee is meeting to confirm the mapping of Main Beach and will send to the committee.

Musicians

The committee discussed adding a local musician (busker at Save on Foods) to the beginning of the musical line up.

The committee discussed reaching out one final time to outstanding musicians, and in the case of no reply the committee has alternatives.

Beer Garden

The committee has not received confirmation from Lake Bottom Cidery and Old Yale Brewing.

The committee noted that the license pricing has increased exponentially; she will try to process the application again.

Staff will follow up with Vino Veritas following the meeting.

The committee discussed reaching out to other local wineries and distributors.

Pony Rides

The committee is continuing to source a contact for this attraction.

Fantasy Farms Train

The committee noted the fee is \$500, and donations will be collected 50/50 to the organizer and to the park.

The committee discussed connecting with the vendor to see if the fee is appropriate.

Tenting and Fencing Requirements

Staff reviewed the quote for fencing and the conditions to place on Friday and remove on Monday for no extra charge.

The committee discussed adding signage to the fencing to advise of no liquor removed from the premises.

The committee is going to source ten high top tables for the event, and two 20x20 or one 20x30 tents.

Staff will source a quote for 4 ft fencing (1500 ft) for fireworks.

Staff will connect with the City of Chilliwack for tents.

Fireworks

A discussion was had that the entire area will need to be fenced off from 2pm on to secure the area for fireworks. The individual responsible for fireworks is requesting that the committee consider booking a group camp site to launch fireworks from across the lake in provincial parks. Staff will investigate pricing, fencing options, and site availability. The fireworks will be launched at Main Beach near the west side footbridge.

Signage and Marketing

The committee has two sandwich boards that are placed at the round about and Parking Lot A. The committee will be bringing additional sandwich boards.

The committee discussed creating generic signs for Cultus Lake Day. The committee decided that they would put the sandwich boards and previous banner out for now without creating additional signs.

The committee will create posters for the event.

Staff will print more handouts for the Cultus Lake Community School.

Accessible Parking

Staff will section off an area in Parking Lot B for accessible parking for some vendors. Staff will connect with all vendors to retrieve license plates to enter in the parking permit portal for free parking validation.

Sponsorship Package Review

The committee discussed that sponsors will receive a thank you in The Progress, on social media platforms, and will place their banner on fencing at the event.

(b) **2022 Cultus Lake Days Budget Review**

- Committee members update on cost for respective roles of responsibility

The committee will be sending all payments directly to staff to process and issue receipts.

(c) **2022 Party in the Plaza Planning**

The committee discussed leaving the event in the same location.

Staff will connect with Plaza Commercial Leaseholder prior to the event to discuss details and parking logistics.

Cultus Lake Christmas Special Event

The committee discussed having the Cultus Lake Christmas event on Friday, November 25, to Saturday, November 26, 2022.

CARRIED

(6) STAFF REPORTS

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Tuesday, May 31, 2022, at 6:00 pm.

(9) ADJOURNMENT

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

THAT the Community Events and Engagement Committee meeting held on May 19, 2022 be adjourned at 7:56 pm.

CARRIED



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

TUESDAY, MAY 31, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present P. McEwan – Vice Chair

Committee Members E. Jartved
T. Seeley
S. Lamb
R. LeBlanc arrived at 6:09 pm

Staff Chief Administrative Officer – J. Lamb
Communication, Media, and Event Coordinator – A. Nadeau

Regrets Commissioner K. Dzaman – Chair
K. Brauer

(1) CALL TO ORDER

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

(2) APPROVAL OF AGENDA

Moved by: E. Jartved Seconded by: S. Lamb

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 31, 2022.*

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Moved by: E. Jartved Seconded by: T. Seeley

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of May 19, 2022.*

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) 2022 Cultus Lake Days Planning

- List of topics for discussion:
 - Committee members update on respective roles of responsibility
 - Parade – K. Brauer and T. Seeley

- Volunteers – E. Jartved and R. LeBlanc
- Kid's Activities – E. Jartved and R. LeBlanc
- Vendor's Market and Food Trucks – S. Lamb
- Pony Rides – S. Lamb
- Musicians – Vice Chair P. McEwan
- Beer Garden – Vice Chair P. McEwan
- Sponsorship – Chair K. Dzaman
- Rentals Update

Parade

The committee noted that the volunteers requested in the email chain would be ideal.

The committee discussed some challenges with respect to volunteers with experience of this event being only positioned at the parade. The recommendation in future years is that the committee would space out experienced volunteers to all areas for better support.

A committee member will be joining the parade as a participant.

The committee discussed having 20 volunteers for the parade.

Volunteers

The committee discussed the specific request for volunteers. Additionally, there has been an abundance of community members wanting to participate in the event; 56 confirmed and 6 from Stillwood.

The Cultus Lake Community Church has not confirmed how many volunteers, however, could potentially confirm by next Sunday.

The committee discussed partnering new volunteers with experienced volunteers for training.

The committee discussed Chair K. Dzaman to be the Marshall for the parade this year.

The committee discussed doubling up volunteers in the Kid's Activities to allow for breaks for the youth volunteers. In addition, to have some volunteers as floaters to provide coverage for breakfast and provide support throughout the event.

There are ten bussers for the beverage garden.

Kid's Activities

The committee noted that she has tried multiple times to connect with the bouncy castle provider without response.

The committee discussed other companies that would require pick up, and a previously discussed vendor.

The committee decided to source other inflatables with another company.

The committee noted that a community member has offer to face paint.

The committee discussed having volunteers do face painting, and purchase supplies. The committee agreed that this was the ideal direction.

Staff will connect with OAP for event participation.

The Cultus Lake Community Church will be sponsoring the Kid's Activities with a minimum of \$500. The committee discussed that approximately 20 volunteers will be in attendance for the hot dog volunteer dinner. The committee will confirm timelines with the Church at a later date.

The committee noted that the puppeteer will likely not participate; the committee will provide him a 10x10 tent and chair if he chooses to participate.

A committee member noted that they may raffle off the playhouse following the event to raise money for other committee events.

Vendor's Market and Food Truck

Staff noted that there are 33 total vendors, and 10 food trucks.

The committee noted that there was request from The Salvation Army to have a booth for baskets to bid on and collect food donations. The committee agreed to support this request.

Staff will highlight this on social channels following promotional materials from The Salvation Army.

The committee will provide staff with license plates for all vendors and volunteers.

The committee is planning on sending out communication to all vendors four days prior to the event. Staff requested that this be completed sooner to allow for sufficient time to enter license plates for free parking validation.

Pony Rides

The committee will no longer be sourcing this attraction.

Musicians

The committee reviewed the lineup of musicians confirmed for the event:

Ben Cottrell
Ben Crosby
Andrew Christopher
Tara Feser
Appaloosa
Nathaniel Postma
Jada McKenzie Moore
Kyler Pierce

The committee will provide staff with the confirmed timelines for the musicians.

Beer Garden

The committee highlighted changes to the liquor license permitting process, and the differences between the service area and rest of the market. The committee processed the application at the meeting.

The committee noted that Lake Bottom Cidery is bringing bottles, and Old Yale is providing kegs.

The committee noted that they can only charge \$7.00 per glass of wine.

The committee decided to purchase Kismet Pino Grigio, Kismet Lotus, and the Kismet Karma through Vino Veritas.

Staff will purchase the wine, following the committee's confirmation on quantities.

The committee will have wristbands mandatory upon purchase of the drink tickets. The volunteer selling drink tickets will need to ID individuals and provide wristbands. Signs will be created to support this.

Sponsorship

The committee highlighted that she has connected with Simpson Notaries, Baker Newby, and other community businesses.

Rentals Update

The committee noted the cost of tent rentals for two 20x20 tents. The committee agreed to not rent the tents, and source another option for the Fire Department.

The committee will source 10 bar tables for the event.

Volunteer Shirts

The committee discussed utilizing the 2019 Envision Volunteer t-shirts for committee members this year.

(b) 2022 Cultus Lake Days Budget Review

- Committee members update on cost for respective roles of responsibility

The committee reviewed the budget for the event and made the following amendment:

Rotary Train - \$1100 removed, as it is already included in the Parade budget.
Liquor License - \$878.

The committee agreed to use The Drive for advertising of the event.

(c) Movie Nights Planning

- Selection of movies for:
 - July 8, 2022
 - July 28, 2022
 - August 5, 2022
 - August 19, 2022

The committee reviewed the list of movies provided by the film licensing company.

The committee selected the following films:

Ghostbusters: After Life for July 8, 2022.
SING for July 28, 2022.

Staff will proceed with the purchase of the license for the movie rentals. The committee will decide the August movies at a July meeting.

(6) STAFF REPORTS

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Tuesday, June 7, 2022, at 6:00 pm.

(9) ADJOURNMENT

Moved by: E. Jartved Seconded by: S. Lamb

THAT the Community Events and Engagement Committee meeting held on May 31, 2022, be adjourned at 7:53 pm.

CARRIED



Cultus Lake Park

Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022

A Bylaw to amend the Cultus Lake Park Subdivision and Land Development Bylaw No. 2007-12

The Board for Cultus Lake Park did enact a bylaw cited as “*Cultus Lake Park Subdivision and Land Development Bylaw No. 2007-12*”.

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

This Bylaw may be cited for all purposes as Cultus Lake Park Subdivision and Land Development Bylaw No. 2007-12 Amendment Bylaw No. 1218, 2022.

2. AMENDMENTS

Cultus Lake Park Subdivision and Land Development Bylaw No. 2007-12 is amended as follows:

2.1 By adding:

Lease lot 441 Oak Street Minimum 70 foot frontage	.100 acre	LR441
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to SCHEDULE A.

3. EFFECTIVE DATE

READ A FIRST TIME this 18 day of MAY, 2022

READ A SECOND TIME this 18 day of MAY, 2022

READ A THIRD TIME this 18 day of MAY, 2022

ADOPTED this XX day of XXX, 202X

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 Subdivision
and Land Development Bylaw No. 2007-12
Amendment Bylaw No. 1218, 2022

Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 15, 2022 **FILE: 0550**

SUBMITTED BY: Joe Lamb, Chief Administrative Officer

SUBJECT: Cultus Lake Park Request for Proposal – Cultus Lake Village Center Plan

PURPOSE:

The purpose of the report is to provide the Board with information on the Cultus Lake Park Board Village Center Planning and Development Committee's review on the proposals submitted by IBI Group and Urban Systems.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the report regarding the Request for Proposal for the Cultus Lake Village Center Plan for information.

DISCUSSION:

The "Village Centre" is defined in the PlanCultus the Parks Official Community Plan (OCP), PlanCultus, Bylaw No. 1080, 2016. The intent of the Cultus Lake Park Village Center Plan is to plan for a "Village Center" that allows for the community to evolve following the key values that identified by the community in development of PlanCultus. PlanCultus incorporates the ability to create a village center that would see both commercial use and mixed with multi family residential. This center development would be in line with the community surroundings for both residents and visitors and bring options for affordable housing and to support the economics of the park by creating jobs and essentially creating a year-round destination for those who enjoy the park.

The fundamental key values of the plan are to foster a community with a strong sense of place which provides its residents with the quality of life that they desire. The protection and enhancement of the following unique community characteristics form the basis for achieving this principle: Proximity to and interaction with surrounding natural environment, conserve and manage forest areas, beaches, nearby parks, and recreation with a goal to protect and preserve. Establishing this through engagement, public consultation, and working with Fraser Valley Regional District regarding zoning. This process will allow opportunity to create a diverse and accessible community that offers and abundance of year-round, allows for high-quality opportunities to enjoy a healthier and sustainable lake environment.

The Village Center Planning Committee was created in early 2021 by the Board to provide recommendations on the Village Center plans and allow for community input through residential and commercial leaseholder members. After establishing parameters around the project, a Request for Proposal (RFP) was created and released on March 24, 2022 with an application end date for April 29, 2022.

The RFP received two (2) proposals, one from Urban Systems Ltd. and the other from IBI Group. These proposals were presented to the Board in the May 18, 2022 Closed Board Meeting with the following resolution carried:

IC 4942-22

THAT the Cultus Lake Park Board refer the respondents of the RFP to Village Center Planning and Development Committee for review and provide feedback for consideration of the Chief Administrative Officer.

Staff then forwarded the RFP to the Village Center Planning and Development Committee for further review.

In the Village Center Planning and Development Committee May 27, 2022 meeting, the committee recommended that Urban Systems with the following resolution:

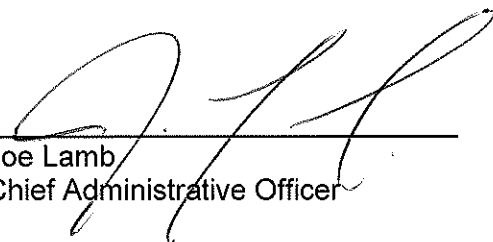
THAT the Cultus Lake Park Board Village Center Planning and Development Committee recommend to proceed with Urban Systems for consultation on the Cultus Lake Village Center Project.

As per the Purchasing Policy, Chief Administrative Officer Joe Lamb, awarded the contract to Urban Systems Ltd.

STRATEGIC PLAN:

This report does impact the Cultus Lake Park Board's Strategic Plan Initiative because it relates to Village Plaza Development.

Prepared by:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 15, 2022 **FILE:** 0550

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

SUBJECT: Around the Lake Trail Give 'R Take 30 Special Event

PURPOSE:

The purpose of the report is to provide the Board with information pertaining to the Around the Lake Give 'R Take 30 Special Event application for their event on October 15, 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the Around the Lake Give 'R Take 30 Trail Race from 6:00 am to 2:00 pm on October 15, 2022; and

THAT the Cultus Lake Park Board waives parking fees for up to 75 race volunteer vehicles in Parking Lot A for Around the Lake Give 'R Take 30 from 6:00 am to 2:00 pm on October 15, 2022.

DISCUSSION:

The Around the Lake Give 'R Take 30 Trail Race event organizers are requesting Board approval for the Special Event on October 15, 2022, from 6:00 am to 2:00 pm. This is a not-for-profit trail running race that has been held at Cultus Lake Park annually since 2003. The event organizers donated approximately \$11,000 of the proceeds collected in 2021 back to Fraser Valley non-profit organizations. The estimated number of participants is 300 and will welcome approximately 100 spectators and 75 volunteers. The 30km trail run around Cultus Lake starts and ends at Main Beach.

The Around the Lake Give 'R Take 30 fees are as follows:

- Application fee (non-refundable): \$100
- Rental Fee (200+): \$500
- Security Deposit (Refundable): \$1000

Total: \$1600

The event organizers are requesting parking fee waiver for 75 race volunteers in Parking Lot A for the duration of the event. If the volunteers were required to pay for parking, the potential revenue for the Park would be \$2475.00.

At least five days prior to the event, the organizers will need to provide Comprehensive General Liability Insurance of not less than \$5,000,000, confirmation of their first aid contract, and a copy of

Ministry of Transportation's approval for any road disruptions. They will have Streetwise assisting with traffic control and are responsible for garbage removal around the entire trail. The event organizers will have temporary access to the lower gate at Main Beach to park a maximum of two support vehicles near Gazebo B and C. Site visit will be done with staff to ensure grass or irrigation systems are being protected.

Attachment 1: Special Event Application

Attachment 2: Letter to the Board

Attachment 3: Race Route Map

Attachment 4: Main Beach Set-up Map

STRATEGIC PLAN:

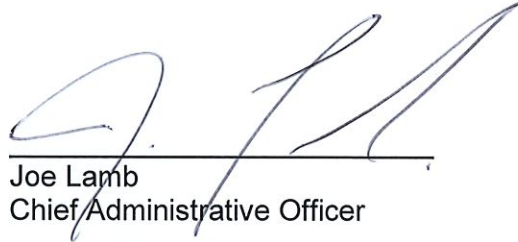
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:



Amanda Nadeau
Communications, Media, and
Events Coordinator

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer

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Around the Lake Trail Race Society

c/o Lynda Ferris
45990 Market Way, Unit 2
Chilliwack, BC V2R 0M6

April 20, 2022

To: **Cultus Lake Park Board**
c/o Amanda Nadeau
Cultus Lake Park Special Events
4165 Columbia Valley Highway
Cultus Lake BC V2R 5B5

Re: "Around the Lake Trail Race"
19th Annual Trail Race Around Cultus Lake, October 15, 2022

Dear Cultus Lake Park Board Directors,

This letter is to inform you that once again the Around the Lake Trail Race Society – a local, non-profit organization – wishes to host our annual trail race around Cultus Lake on **Saturday October 15, 2022**, starting and finishing at Main Beach.

We are again preparing to host this event in 2022, with the intention of returning to full capacity under what we hope to be normal operating race conditions, of course contingent on any provincial/local health guidelines in effect at the time. As in previous years, the race will be circumnavigating the lake, starting and finishing at Main Beach. We will again be having both solo runners and two-person relay teams in the 30km event with a total maximum of 300 runners.

We trust the Board will again be supportive of our trail race with all proper parameters and safety precautions in place according to guidelines at the time. We are in the process of notifying all other agencies and landowners who may have concerns, interests, or requirements with regard to the event (along with the Cultus Lake Parks Board, this includes the Fraser Valley Regional District, Provincial Parks/Ministry of Environment, the Ministry of Transportation, RCMP, Fraser Health, Emergency & Fire Services, and private property owners.) In the coming months, we will obtain appropriate liability insurance, naming parties on the policy as required. We will ensure all requirements of our CLPB permit are in place prior to event day. *(Continued...)*

W: www.aroundthelake.ca
e: aroundthelake@gmail.com

As a result of community support, event sponsors and participants, we have been able to make significant contributions to community organizations over the years. Through the success of our 2021 event, even with 50% capacity, we were able to disburse \$11,000 to local non-profit organizations, the same amount as pre-pandemic in 2019!! What awesome community support!

We have always shown respect for the Park and intend to do the same again this year, by leaving the facility and the lands as clean as possible. We have a crew of dedicated volunteers (including “sweepers” who follow the runners to collect any garbage on route) who have stepped forward to ensure garbage collection and removal.

As this is a volunteer driven organization, **we wish to ask that the parking fee at Main Beach be waived for volunteers on race day.** We are sincerely grateful that it has been possible to arrange for a volunteer parking area in the past. The busiest time in the volunteer area at Main Beach on race day is between 8 and 9am, which is when all volunteers check-in and pick up their assignments; most then leave to their appointed stations around the course. We also wish to ask for permission to park 1-2 support vehicles near the start/finish area, by gazebos 2 & 3 (but not on the beach), with access through the lower gate.

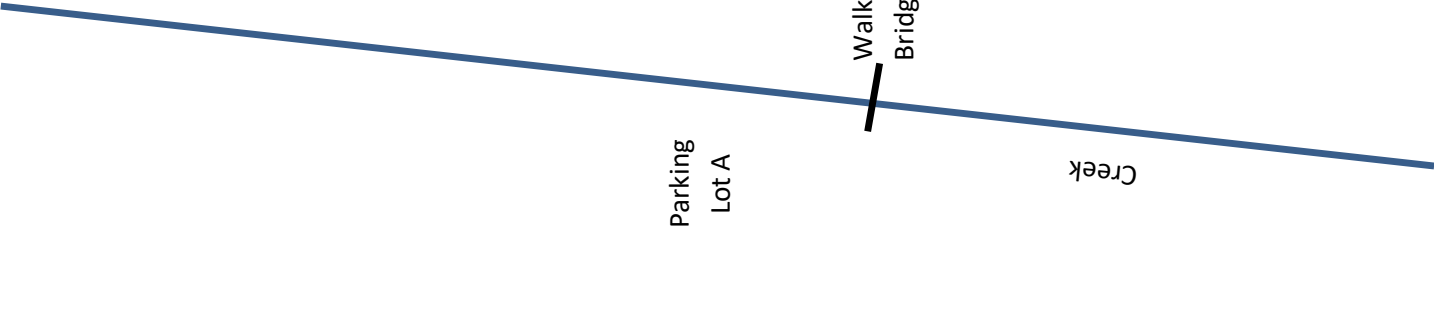
We will again ensure that **race participants** are aware that pay parking is in effect, so that they are prepared for race day, however we would like to request a reduced flat fee for participants.

Many thanks for your support of our annual event to date. If you have any further questions or require additional information regarding the race event, I will be pleased to supply this as soon as possible. We are looking forward to another successful Around the Lake Trail Race, at beautiful Cultus Lake.

Yours sincerely,

Lynda Ferris
Permit and Insurance Coordinator
Around the Lake Trail Race Committee
Em: aroundthelakepermits@gmail.com
Cel: 604.819-2507

W: www.aroundthelake.ca
e: aroundthelake@gmail.com



Creek

Parking
Lot A



Walking
Bridge

Lake

Park Office

Volunteers
Gazebo C

Registration
Gazebo B

Water
Tent

Energy
Tent

First Aid
Tent

Tent

Tent

Playground

Timing
Tent

Start/Finish line



Boat
Rentals

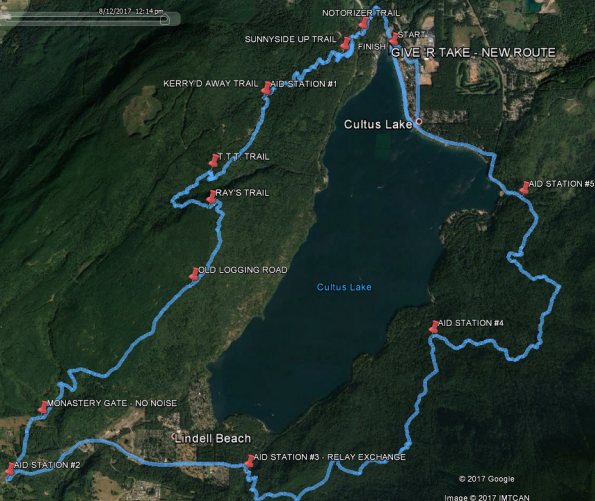
Gaz A

Pathway

Washrooms

Parking Lot B

8/12/2017 12:14 pm



© 2017 Google

Image © 2017 IMTCAN
Image © 2017 DigitalGlobe



SPECIAL EVENT APPLICATION

Cultus Lake Park | Phone 604.858.3334 | Fax 604.858.8091
4165 Columbia Valley Highway, Cultus Lake, BC V2R 5B5
Email: reception@cultuslake.bc.ca www.cultuslake.bc.ca

Date of Application: April 20, 2022

*\$100 Application Fee must be received with your application.

Name of Event: Around the Lake Give 'R Take 30 Trail Race

Name of Organization: Around the Lake Trail Race Society

Contact Name(s): Lynda Ferris

Mailing Address: _____

Postal Code: _____

Phone: _____

Alt. Phone: _____

E-Mail: _____

Alternate Contact: _____

Phone: _____

Public Contact Info: _____

Would you like your event posted on our website? ☒ If yes, please provide event poster.

EVENT DETAILS:

Date(s) Requested: October 15, 2022

Hours of Use: 6am - 2pm

Event Type: ☐ Private Event ☐ Free Public Event ☒ Ticketed Event

Location Type: ☒ Park/Trail ☐ Roadway ☒ Public Facility ☒ Main Beach ☐ Parking
☐ Gazebo Rental

Event Category: ☒ Race/Walk/Cycle ☐ Festival/Celebration ☐ Private Event

☐ Outdoor Market ☐ Parade ☐ Concert/Performance

☒ Charity/Volunteer/Non-profit ☐ Exhibits ☐ Filming

Other (_____)

Estimated # of Participants: 300

Estimated # of Staff or Volunteers: 75

Estimated # of Spectators: 100

Event Details: ~30km relay/trail race around Cultus Lake, start & end at Main Beach

Road Closure Required? ☐ If yes, provide copy of transportation plan. Approval from Ministry of Transportation will be required if using Columbia Valley Highway.

Traffic Control Arrangements: Streetwise for Columbia Valley Highway Phone: _____

General Description of Proposed Route (Please attach map) Main beach, 2k loop Cultus to enter at Endo
trail to Notorizer/Sunnyside up, around lake, out at monastery, Columbia hwy to Watt Cr. to Edmeston to Sunnyside to Main beach

Set Up/Staging Area (Please attach map): Main Beach - refer map

Garbage Cleanup Plan: All event garbage will be removed

First Aid Details (if applicable) Copy of contract to be provided: ☒

ADDITIONAL REQUESTS:

Washrooms opened early (before 7am): ☐ Porta Potties: ☐ Swim line removal: ☐

Access to water: ☐ Community Hall Rental: ☐ Gate Access: ☒

Requested Gazebo(s) (see Bylaw for gazebos included in rental fee): A, B, C

SPECIAL REQUESTS: (Special requests must go to the Board for approval. Contact Park office for meeting dates and deadlines.) Please provide details below.

Food Vendor(s): N/A
 (Requires Fraser Health approval, a copy of which must be provided to Park office.)

Beverage Garden: N/A
 (Requires a BC Special Event Permit, a copy of which must be provided to Park office.)

Other/Additional Information: Request to waive parking fees for volunteers on race day from 6am-3pm. Reduced flat rate for participants.

By signing this application, I/we declare that I/we have read and fully understand the Special Event Bylaw requirements and will abide by them before, during and after the event.

Signature:  Date: April 20, 2022

Office Use Only:



SPECIAL EVENT APPLICATION

Application Fee Receipt # _____ # of Garbage Bins: _____

Special Request: _____

Notes/Concerns for CAO: _____

Approved By CAO: _____

Date: _____

Cost of Rental: _____

Rental Fee/s: _____ Due by: _____

Fee/s Paid: _____

Date: _____

Special Event Bylaw Fees

Application fee	Non-Refundable	\$100.00
Early Set-up Fee	Day of Event	\$75.00
Late Take Down Fee	Day of Event	\$75.00
Swim Line Removal and Replacement Fee		\$500.00
Garbage Bin Fee	Current Rental Rate	+\$50.00 admin fee
Beverage Garden Fee	If Approved	\$300.00 per day
Food Vendor Fee	If Approved	\$100.00 per vendor per day
Rental Fee 0-100 people		\$100 per day
Rental Fee 101-200 people		\$250 per day
Rental Fee 200+		\$500.00 per day
Security Deposit	Refundable	\$1000.00
Other Areas within the Park		TBD upon application

Rental fees include washroom facilities and electricity at Gazebo(s)

0-100 use of Gazebo A

101-200 use of Gazebos A & B or A & C

200+ use of all Gazebos



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 15, 2022

FILE: 0550

SUBMITTED BY: Kirk Dzaman
Chair, Community Events and Engagement Committee

SUBJECT: Recommendations from the Cultus Lake Park Board Community Events and Engagement Committee – Party in the Plaza

PURPOSE:

The purpose of the report is to provide the Board with the recommendation for Party in the Plaza from the April 19, 2022, meeting of the CLPB Community Events and Engagement Committee.

RECOMMENDATIONS:

***THAT** the Cultus Lake Park Board approve the Party in the Plaza Special Event to be held on Friday, August 12, 2022, from 7:00 pm to 10:00 pm.*

DISCUSSION:

At the April 19, 2022, meeting of the CLPB Community Events and Engagement Committee a discussion was had regarding hosting the Party in the Plaza Special Event on Friday, August 12, 2022, in the Cultus Lake Park Plaza from 7:00 pm to 10:00 pm.

The family-friendly event last held in Cultus Lake Park in 2019, features Steve Elliot, playing Elvis Presley favourites. Cultus Lake Park residents in attendance are required to bring their own chairs to the event. The stage will be located in the Plaza parking lot near Beethoven's Pizza and Lakeside Beach Club, as in previous years. Staff have communicated with Beethoven's Pizza and Lakeside Beach Club with respect to the event, and they do not have any concerns with the details.

The CLPB Community Events and Engagement Committee event organizers and volunteers will be responsible for garbage removal during and after the event. Staff will advertise this event locally, by placing the event poster on the community boards and on the Cultus Lake Park website.

STRATEGIC PLAN:

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

Prepared by:

Kirk Dzaman
Chair, Community Events and
Engagement Committee

Approved for submission to the Board:

Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 15, 2022 **FILE:** 0540-360

SUBMITTED BY: Kirk Dzaman
Chair, Community Events and Engagement Committee

SUBJECT: Recommendations from the Cultus Lake Park Board Community Events and Engagement Committee – Movie Night in the Park

PURPOSE:

The purpose of the report is to provide the Board with the recommendations for Movie Night in the Park from the May 3, 2022, meeting of the CLPB Community Events and Engagement Committee.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 8, 2022, at sunset, weather permitting.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on July 22, 2022, at sunset, weather permitting.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 5, 2022, at sunset, weather permitting.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Movie Night Special Event to be held on August 19, 2022, at sunset, weather permitting.

DISCUSSION:

At the May 3, 2022, meeting of the CLPB Community Events and Engagement Committee a discussion was had regarding hosting Movie Night in the Park on the following dates:

- Friday, July 8, 2022
- Friday, July 22, 2022
- Friday, August 5, 2022
- Friday, August 19, 2022

The Movie Night in the Park, last held in 2019, is a free to the public, family-friendly special event. The movies will be shown at Main Beach near Gazebo C, at approximately 9:30 pm. Community members will be required to bring their own chairs and are encouraged to pack non-alcoholic beverages and snacks.

The CLPB Community Events and Engagement Committee has selected Ghostbusters: After Life to be viewed on Friday, July 8, 2022, and SING to be viewed on Friday, July 22, 2022. The committee will announce the August film selections in mid-July.

The CLPB Community Events and Engagement Committee and volunteers are responsible for set up of film equipment, tear down and garbage collection.

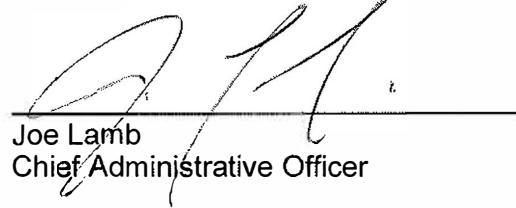
Staff will advertise the event posters on the community bulletin boards, Cultus Lake Park website and social media platforms. Additionally, posters will be placed on public washrooms throughout public areas and Sunnyside Campground.

Prepared by:



Kirk Dzaman
Chair, Community Events and
Engagement Committee

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer