



CULTUS LAKE PARK BOARD REGULAR MEETING NOTICE

WEDNESDAY, JUNE 21, 2023

7:00 PM

CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

The Cultus Lake Park Board Regular Meeting will be held on Wednesday, June 21, 2023, in the Cultus Lake Park Office Boardroom at 7:00 pm.

Please feel free to join the meeting in person or electronically via Zoom. Participants will be muted upon entry to the meeting but will be able to ask questions during the Public Question Period.

Join Zoom Meeting Information

Join Zoom Meeting

<https://us06web.zoom.us/j/83804422626?pwd=U28rUWxJSUE3WTFRODNVMIJRUmJUZz09>

Meeting ID: 838 0442 2626

Passcode: 358771

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/.



CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

WEDNESDAY, JUNE 21, 2023

7:00 PM

CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

(1) CALL TO ORDER

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (6:00 PM)

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

Section 90 (1), (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

(4) APPROVAL OF AGENDA

Page 1

- (a) *THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of June 21, 2023; and*

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

(5) DELEGATION

Page 5

(a) Tree and Canopy Retention

- Presentation from Brenda Senft and Gail Smit, residents regarding tree and canopy retention

THAT the Cultus Lake Park Board receive the Tree and Canopy Retention presentation for information.

(6) ADOPTION OF MINUTES

Page 27

- (a) *THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held May 17, 2023.*

(7) ADOPTION OF COMMITTEE MINUTES

Page 35

- (a) *THAT the Cultus Lake Park Board approve the Village Center Planning and Development Committee Meeting Minutes from February 13, 2023.*

Page 41 (b) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from May 3, 2023.***

Page 45 (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from May 16, 2023.***

Page 49 (d) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from May 29, 2023.***

(8) CORRESPONDENCE

Page 53 (a) **Village Centre Survey - Questions**

- Email dated June 4, 2023 from Gary Lister, resident

THAT the Cultus Lake Park Board receive email regarding the Village Centre Survey – Questions for information.

Page 55 (b) **Best Student Ever – GW Graham Volunteers**

- Email dated June 7, 2023 from Gail Smit, member of Environmental & Public Areas Planning Committee

THAT the Cultus Lake Park Board receive the information regarding the students from GW Graham School volunteer work with the Environmental & Public Areas Planning Committee; and

THAT the Cultus Lake Park Board request that staff prepare a letter of thanks to the students at GW Graham on behalf of the Cultus Lake Park Board.

(9) BYLAWS

(10) REPORTS BY STAFF

Page 57 (a) **2022 Statement of Financial Information**

- Report dated June 21, 2023, from Erica Lee, Chief Financial Officer
- 2022 Statement of Financial Information

THAT the report dated June 21, 2023, from the Chief Financial Officer regarding the 2022 Statement of Financial Information be approved and that the report be placed on the Cultus Lake Park website.

Page 65 (b) **Appointment of Bylaw Enforcement Officers**

- Report dated June 21, 2023, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

THAT the Cultus Lake Park Board appoint, Carly Volk, Lisa Bisschop, Katrina Craig, Jorge Bartomeu, Sachin, Andrew McGrath, Rachel Litchfield, and contracted Griffin Security members as Bylaw Enforcement Officers for Cultus Lake Park.

Page 67 (c) **Release of Closed Meeting Resolution**

- Report dated June 21, 2023, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

***THAT** the following Closed Meeting Resolution be released at the June 21, 2023, Regular Board meeting:*

May 17, 2023
IC 5005-23

***THAT** the Cultus Lake Park Board receive the Fraser Valley Regional District Corporate report regarding the Cultus Lake Zoning Amendment Bylaw No. 1672, 2022; and*

***THAT** the Cultus Lake Park Board supports the draft Fraser Valley Regional District Zoning Amendment Bylaw No. 1672, 2022, which would change parking requirements for waterfront lots on First Avenue and alter maximum building heights for lots on Lakeshore Drive and Munroe Avenue.*

(d) **Chilliwack Gravel Grinder Event**

- Report dated June 21, 2023, from Rachel Litchfield, Manager of Corporate Services / Corporate Officer
- Event Route Maps

***THAT** the Cultus Lake Park Board approve the Chilliwack Gravel Grinder event, scheduled for May 3rd and 4th of 2024; and*

***THAT** the Cultus Lake Park Board approve waiving parking fees for twenty volunteer vehicles to be parked in Lot B for the duration of the event.*

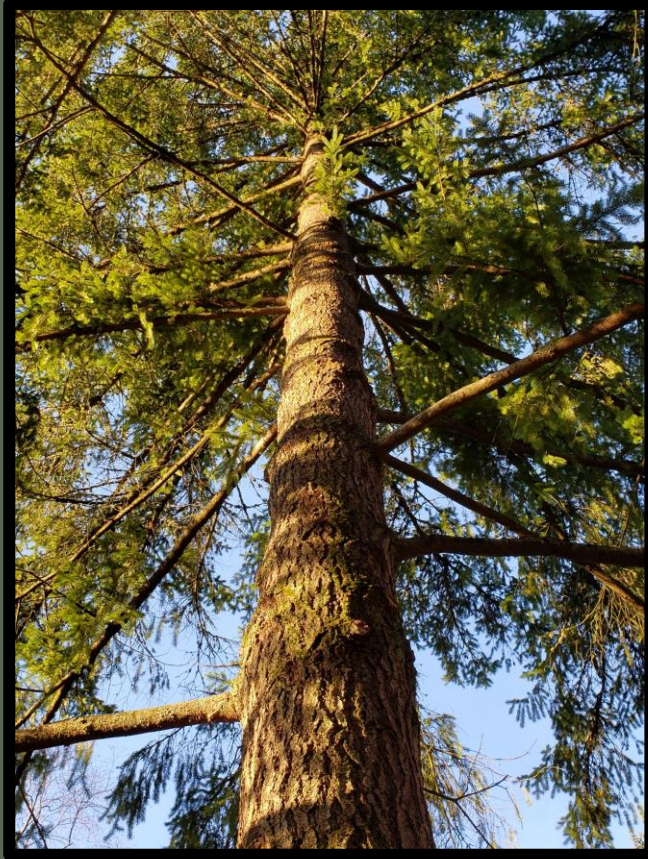
(11) REPORTS BY COMMISSIONERS

(12) COMMUNITY ASSOCIATION

(13) PUBLIC QUESTION PERIOD

(14) ADJOURNMENT

***THAT** the Regular Meeting of the Cultus Lake Park Board held on June 21, 2023, be adjourned.*



Cultus Lake Park

Tree and Canopy Retention

June 21 2023

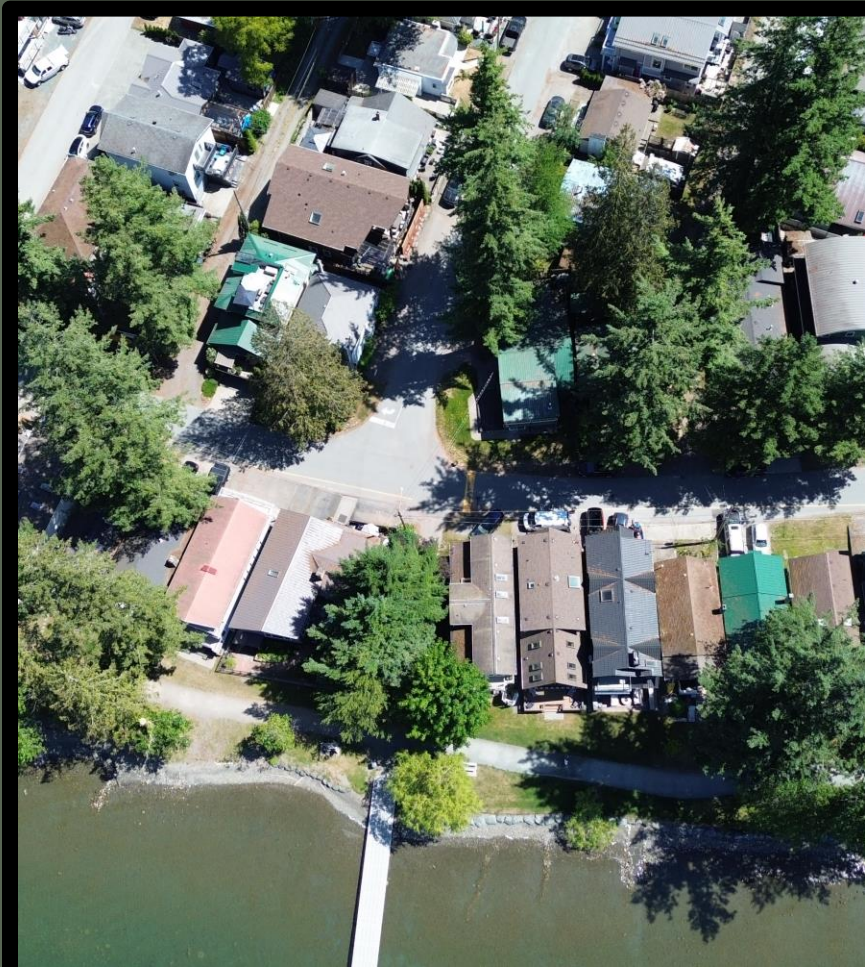
*Gail Smit
Brenda Senft*



Objectives:

1. Highlight the urgency of retaining mature trees and maintaining canopy.
2. Identify opportunities to strengthen bylaw, policy and practice.

Retaining Our Canopy:



- *Canopy.....the layer of leaves, branches, and trunks that shelter the ground when viewed from above.*
- Measured as a percentage of coverage ie
 - Chilliwack – 27%
 - Vancouver – 19%
 - Surrey – 27%

How Canopy is Lost:



Trees at End
of Life Span



New
Construction



Trees
Damaged

**TREES
REMOVED
Loss of
Canopy**

Why is Canopy Important?

ENVIRONMENTAL

Treeless Streets of the Future?



WHAT can *we* do?

- Rebuilding is inevitable
- Conflicting priorities
-
- Can We Save Some Trees?
- Where Can We Replant?



Retention



Contribution to canopy is huge

New trees have many risks for survival

Canopy replacement will take decades



Strategies to Retain Trees:



Tree Care:

- Pruning and shaping for tree health



Protection of Trees:



WHAT can
we do?



Mandates for Re-Planting:

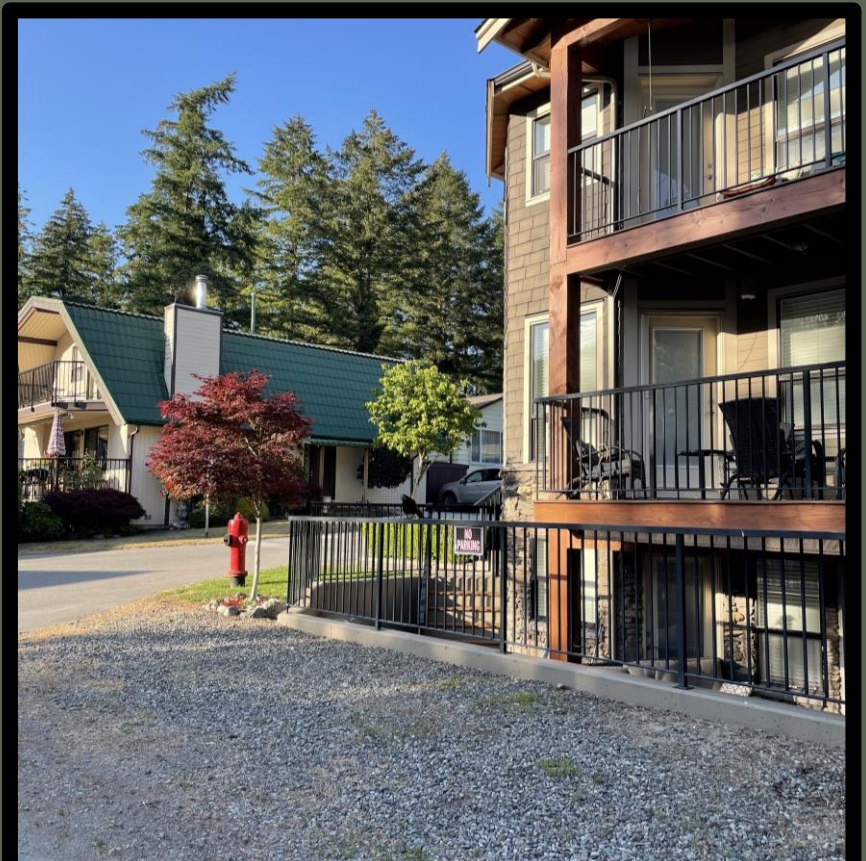


Strategic Replanting:

Locations For Large Trees

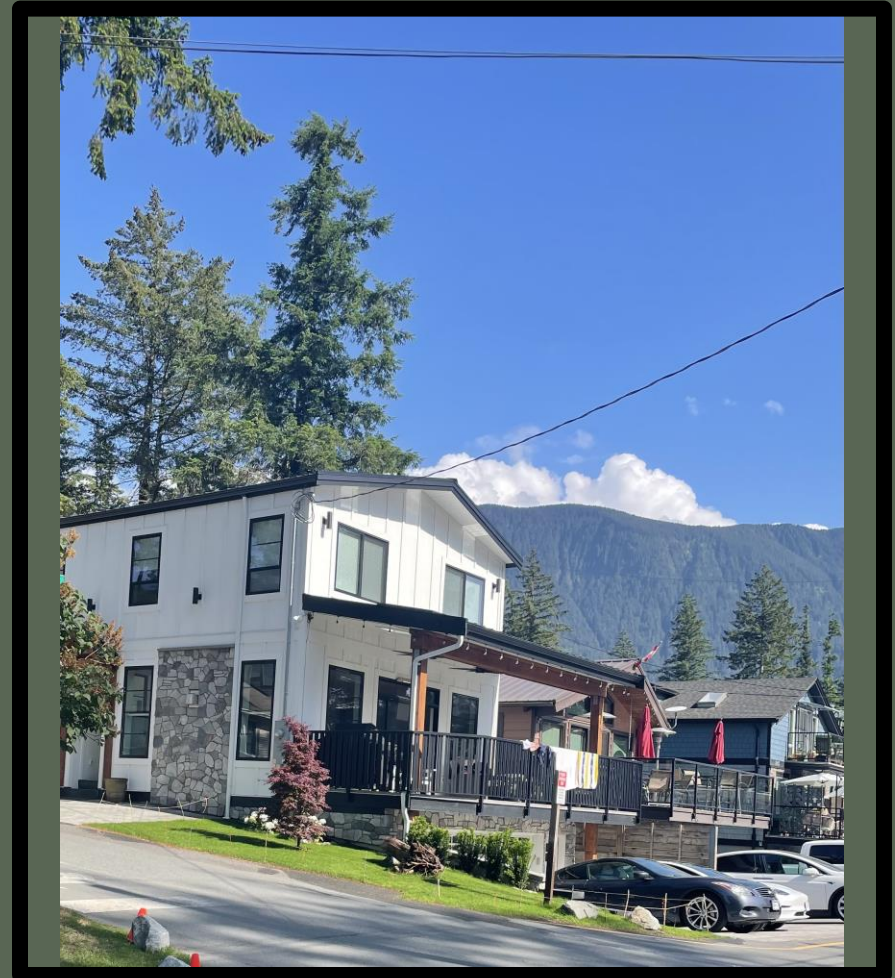


Ornamental Trees Do Not Provide Canopy



Strategic Re-Planting :

- Locations suitable for Evergreens



Strategic Re-Planting:



- Utilize narrow format trees where space is limited

Heritage Tree Program:

- Heritage or Significant Tree Program/ Community Tree Register
 - Outstanding or rare specimens
 - Historical cultural significance
 - Age and size
- UBC Big Tree Register
- Trees are protected from removal



Tree of Age / Size Significance



○ Circumference 16 feet

300 Years Old

Tree of Age / Size Significance?



○ Circumference 19
feet

○ 350 Years Old

Cultural Significance?



- Elder Tree - Main Beach Basketball Court
- Planting – establishment of CLPB 1932?

Cultural Significance ?

○ Native Big Leaf Maple





Opportunities :

Urgent, Essential and Vital :

Strengthen bylaws/practices

Increase Budget: tree care, protection, training and education of staff

Designation of Trees to retain

Designation of Replacement Trees



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, MAY 17, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Commissioner K. Dzaman – Chair
Commissioner J. Beesley – Vice Chair – Via Zoom
Commissioner E. Jartved

Staff Chief Administrative Officer – J. Lamb
Manager of Corporate Services / Corporate Officer – R. Litchfield
Chief Financial Officer – E. Lee
Manager of Park Operations – J. Almeida
Manager of Sunnyside Campground & Accommodations – C. Volk
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

Regrets Commissioner T. Moul
Commissioner D. Bauer

(1) CALL TO ORDER

The Chair called the meeting to order at 4:29 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

5175-23 Moved by: Commissioner Jartved Seconded by: Commissioner Bauer

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), (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.

CARRIED

(3) RECONVENE

The meeting reconvened at 7:02 pm and acknowledged that we are gathered here on the unceded traditional territory of the Th'ewa'li First Nations.

(4) APPROVAL OF AGENDA

5176-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (a) ***THAT*** the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of May 17, 2023, by removing and replacing under Section 5 – Delegation, Item 5, (a) 2022

DRAFT Financial Statements, report dated May 17, 2023, from Erica Lee, Chief Financial Officer; and

By adding under Section 10 – Consent Agenda, Item 10 (a) 2023 First Quarter Report, Finance, 2023 Financial Report; 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

(a) 2022 DRAFT Financial Statements

- Report dated May 17, 2023, from Erica Lee, Chief Financial Officer
- Attachment 1; 2022 DRAFT Financial Statements
- Sean Reid, KPMG, regarding the 2022 Audit Financial Statements

5177-23 Moved by: Commissioner Jartved Moved by: Commissioner Beesley

***THAT** the report from the Chief Financial Officer regarding the 2022 DRAFT Financial Statements be received; and*

***THAT** the 2022 Financial Statements be approved.*

CARRIED

The delegation began at 7:04 pm.

Sean Reid, KPMG, reviewed the 2022 Financial Statements.

The Chair thanked Sean Reid and noted that there was one (1) recategorization during the audit and nothing additional noteworthy to report.

(b) Sudden Impact Paddling Club Possible Parking Solutions – Jonathan Willcocks, Commodore, SIPC

- Attachment 1; Letter dated May 5, 2023, from Jonathan Willcocks, Commodore, SIPC, regarding possible parking solutions
- Attachment 2; Photos of potential extra parking areas

The delegation began at 7:07 pm.

Jonathan Willcocks, Commodore, SIPC, presented current challenges with respect to parking for the membership and some potential opportunities to provide additional parking within Sunnyside Campground.

The Board inquired if all four (4) clubs are looking for the same parking spots and sought clarity around the current parking restrictions and limitations regarding the paddle pass. The Board inquired into whether the SIPC had a licence for their paddling club.

J. Willcocks, Commodore, SIPC, noted that multiple user groups utilize this area at the same

time and noted that he provides additional parking on his personal residence for members. He noted that the pass is valid for the East side of Parking Lot C, as well is valid in Parking Lot A and B, however these two (2) lots are far from the practice area. He noted that the SIPC does currently have a licence, however noted that another group has parking stalls with their licence agreement.

Staff noted that there are currently 117 active paddle passes.

The Board thanked J. Willcocks for his presentation and noted the Board's intent to support non-motorized users and address capacity issues with many user groups in this area.

The delegation ended at 7:29 pm.

(6) ADOPTION OF MINUTES

5178-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (a) ***THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held April 19, 2023.***

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

5179-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (a) ***THAT the Cultus Lake Park Board approve the Environmental and Public Area's Planning Committee Meeting Minutes from February 13, 2023.***

CARRIED

5180-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (b) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from March 22, 2023.***

CARRIED

5181-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

- (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from April 14, 2023.***

CARRIED

(8) CORRESPONDENCE

(9) BYLAWS

- (a) **2023-2027 Five Year Financial Plan Amendment**

- Attachment 1; 2023-2027 Five Year Financial Plan Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023
- Attachment 2; Schedule A

- Attachment 3; Schedule B
- Attachment 4; Schedule C

5182-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Cultus Lake Park Board give Final Reading of Cultus Lake Park 2023-2027 Five Year Financial Plan Bylaw No. 1220, 2022, Amendment Bylaw No. 1230, 2023.*

CARRIED

(10) CONSENT AGENDA

(a) 2023 First Quarter Reports

- Finance
- Parking
- Public Works
- Bylaw Compliance and Enforcement
- Campground and Accommodations
- Fire Department
- Lease Assignments

5183-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

***THAT** the Cultus Lake Park Board receive the 2023 First Quarter reports for information.*

CARRIED

(11) REPORTS BY STAFF

(a) Urban Systems' Village Center Plan Survey Results and Proposed Community Open House Engagement Session

- Report dated May 17, 2023, from Joe Lamb, Chief Administrative Officer
- Attachment 1; Urban Systems' Cultus Lake Park Survey Analysis Report

5184-23 Moved by: Commissioner Beesley Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board receive the Urban Systems' Village Centre Plan survey results for information;*

***THAT** the Cultus Lake Park Board request that staff post the Urban System's Village Centre Plan survey results on the Cultus Lake Park website; and*

***THAT** the Cultus Lake Park Board approve the Cultus Lake Park Village Centre Plan Community Open House to be held on Tuesday, June 20, 2023, from 5:00 pm to 8:00 pm at the Cultus Lake Community School.*

CARRIED

The Board noted their encouragement for the public to participate in the various engagement sessions that will be hosted as part of this process and highlighted the level of responses to the survey was positive.

(b) **Dock Repair and Replacement Final Completion Update**

- Report dated May 17, 2023, from Joe Almeida, Manager of Park Operations
- Attachment 1; Cultus Lake Park Dock Replacement Map

5185-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

THAT the Cultus Lake Park Board receive the Dock Repair and Replacement Final Completion Update for information.

CARRIED

The Board inquired into whether the residential and public docks were covered by the same insurance and inquired into the average cost to replace a single dock. The Board inquired into the current status of insurance for docks.

Staff noted that all docks noted in the report were replaced and paid for by insurance. Staff noted that in general, a standard dock costs approximately \$81,000 - \$101,000 as of 2022, and noted that there would likely be an additional six (6) to ten (10) percent in addition due to current inflation. Staff noted an error in the report, as it should have stated twenty-two (22) total docks were replaced. Staff noted that they are currently seeking insurance for the newly replaced docks and currently cannot get insurance for the remaining wood docks.

(12) REPORTS BY COMMISSIONERS

(a) **Party in the Plaza Special Event**

- Report dated May 17, 2023, from Commissioner Jartved

5186-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

THAT the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Party in the Plaza special event to be held on Friday, August 11, 2023, from 7:00 pm to 10:00 pm in the Plaza.

CARRIED

The Board thanked the committee for their time and efforts to plan and host all the community events.

(b) **Movie Night in the Park Special Event**

5187-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

THAT the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, July 7, 2023, at sunset, weather permitting.

THAT the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, July 21, 2023, at sunset, weather permitting.

THAT the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, August 4, 2023, at sunset, weather permitting.

THAT the Community Events and Engagement Committee request the Cultus Lake Park Board approve the Movie Nights in the Park special event to be held on Friday, August 18, 2023, at sunset, weather permitting.

CARRIED

(13) COMMUNITY ASSOCIATION

C. Rogozinski, representative of the Community Association, inquired into the status of the sewer and inquired into where funding is being received from for the project. She extended her appreciation to everyone who participated in the garage sale and confirmed there were no bylaw issues reported. She noted a community concern regarding multiple issues on the previous weekend with respect to intoxicated individuals, medical emergencies, and public urination. She noted that Bylaw Enforcement was called for multiple issues, however to her knowledge, Bylaw did not respond to those reports as they may have been dealing with other issues. She inquired into the direction that the Board will be providing staff to mitigate these issues moving forward.

A resident noted her experience and concerns from the previous weekend regarding public intoxication and inappropriate behavior throughout public areas.

Staff noted that the Fraser Valley Regional District (FVRD) Board Meeting Agenda for May 18, 2023, will include a detailed update on the sewer project. The FVRD staff are requesting the Board to approve additional funding for the sewer, and if approved, the project will commence July 2023. Staff noted the additional grant was provided for all the FVRD. Staff noted that RCMP's contract begins on May 19, 2023, and that they are confident in the proactive mitigation strategy currently in place to manage Bylaw issues within the residential and public areas. Staff added that the new live dispatch service will go live on May 19th, and the entire seasonal team is scheduled to begin for the long weekend. Staff will continue to monitor these issues moving forward.

The Board noted they are aware of the issues from the weekend as they receive correspondence from the community and staff. The Board is aware that summer staffing was not implemented at this time as warmer weather began earlier than in previous years and noted that staff continue to focus on ways to see improvement. The Board noted that the increased Bylaw and RCMP support starting the long weekend will convey the message that this behaviour is not acceptable and that the park has zero tolerance for alcohol consumption in public areas.

(14) PUBLIC QUESTION PERIOD

S. Marks, owner of the Cultus Lake Marina, discussed the parking challenges at the Marina with the multiple paddle club user groups. He noted that staff issued a notice to paddle groups, however in his opinion, stated the message could be improved to convey to contractual relationship between the park and Marina. He noted his support of the paddle club's request to have access to additional parking and noted that this would likely alleviate current challenges. He reviewed the current contract details surrounding the Marina's use and management of Parking Lot C.

The Board thanked S. Marks for bringing this forward and recommended that he communicate with staff to improve the message sent out to paddle groups. The Board and staff will continue through the planned process to address parking in this area with all non-motorized user groups.

C. Rogozinski, resident, inquired into what is classified as a residential dock.

Staff clarified that all docks within the foreshore are public docks and noted that residential docks noted in the report are to make a distinction between those that are only accessible from residential areas.

K. Kirsten, resident, noted his request to see a staff report on how the paddle passes affects the budget. He noted that he is hoping the RCMP are able to provide additional support on the docks this year.

Staff noted that they can email K. Kirsten the restrictions and details of the paddle passes. Staff noted that further review of the paddle passes is recommended. Staff noted that the passes are valid in Parking Lot A and B, however it appears that the highest use of the passes is in Parking Lot C.

G. Mervin, Sunnyside Seasonal camper, inquired into why seasonal campers do not have any representation to bring issues forward to the Board. He noted that in his opinion, this may be a staffing challenge, as he identified a decline in maintenance in the campground. He recommended implementing an additional process to assist with maintenance in the campground area specifically.

The Board thanked G. Mervin and noted that they value all customers of Sunnyside Campground. The Board noted the recommendation to bring concerns directly to staff. The Board is looking at the full scope of the park for all user groups / customers and noted that there is good momentum moving this focus in the right direction. The Board noted that the park has seen improvements over the years and added that many resources are utilized to prepare for the opening of the Campground as the Board and staff understand the importance of preparing for this user group.

(15) ADJOURNMENT

5188-23 Moved by: Commissioner Jartved Seconded by: Commissioner Beesley

THAT the Regular Meeting of the Cultus Lake Park Board held on May 17, 2023, be adjourned at 8:33 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 17, 2023.

Kirk Dzaman
Chair

Joe Lamb
Chief Administrative Officer



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

MONDAY, FEBRUARY 13, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Committee Members
Commissioner K. Dzaman – Chair
Commissioner J. Beesley – Vice Chair
E. Vance – Via Zoom
P. Vander Helm
B. Van den Brink
B. Shears
K. Mendonca
K. Kirsten
G. Campbell – Via Zoom

Staff
Chief Administrative Officer – J. Lamb
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

Regrets
C. Rogozinski

(1) CALL TO ORDER

The Chair called the meeting to order at 7:00 pm.

(2) APPROVAL OF AGENDA

Moved by: B. van den Brink Seconded by: P. Vander Helm

***THAT** the Cultus Lake Park Board Village Center Planning and Development Committee approve the Agenda for the Meeting of February 13, 2023; and*

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

CARRIED

(3) CORRESPONDENCE

(a) What We Heard Community Meeting Engagement Summary

- Report dated January 2023, from Urban Systems regarding community feedback at the December 13, 2022, Urban Systems' Virtual Kick-off Meeting

The committee noted that the What We Heard Summary was well captured, adding that the kick-off meeting was an opportunity to highlight to the participants that nothing had been finalized with respect to the development.

The committee reviewed the dislikes of the current plaza from the summary, as well as the expressed desire for improved or additional services, businesses, and year-round operation, noting that it was useful to have this organic feedback.

(4) NEW BUSINESS

(a) Committee Member Welcome and Introductions

- Village Center Planning and Development Committee Terms of Reference
- Board Committee System Policy

The committee members introduced themselves to the rest of the committee.

The Chair reviewed the terms of reference with respect to the purpose, and noted that focus on the future success of the park is key when the committee makes recommendations to the Board

The committee reviewed the mandate of the Board being the regulation, management, maintenance, and improvement of Cultus Lake Park, adding that it should encompass both the environmental impact and the multiple user groups.

(b) Discussion Regarding the Village Center Planning and Development Committee Purpose

The committee noted that there is a one (1) year term for this committee, highlighting that the Village Center Development process will exceed the year, with emphasis on focus of it being done right.

Staff noted that Urban Systems' timelines were slowed in early September last year to be considerate of the election and the committee to be restruck. Urban Systems' timelines will continue to adjust based on the needs of the committee as it is an integral part of that process.

(c) History and Urban Systems' Accepted Proposal

- Urban Systems' Agreement for Consulting Services for Cultus Lake Park Village Center Plan dated June 6, 2022

The committee discussed that Urban Systems is the consultant on the project. Urban Systems provides value from a technical aspect but is also a third-party with extensive experience in facilitating public consultation, capturing useful data and feedback from public consultation and organizing data in a way that will assist and guide in the process. Urban Systems has assisted other municipalities with community planning, bringing lots of experience with FVRD and zoning.

The committee reviewed Urban Systems' timelines commitments and how those will be updated based on progress to date. Staff highlighted that Urban Systems has met the deliverables requested of staff and noted that cost shouldn't change unless items are changed.

The committee discussed that another reason to slow timelines was based on the previously unknown completion date for a sewer system. The committee noted that now that the park has an announcement of a grant received from FVRD and the subsequent planning that has taken place, staff noted the first phases of the sewer are likely to be completed in 2025. The committee noted that depending on the public input process and what the Board chooses to move forward with (and when), the sewer requirements of a redeveloped Village Center may be incorporated in the first phases of the sewer.

(d) **Village Center Planning and Development Committee Survey Results and Critical Path**

- Letter to the community dated May 21, 2021, regarding the redevelopment of the Cultus Lake Park Village Center
- Community survey results dated August 20, 2021
- Cultus Lake Park Village Center Development Critical Path

The committee discussed that focus should be around why the redevelopment of the Village Center should be contemplated now. The committee noted that they should be asking the right questions so the community can have input on whether this should be considered now, that are the real benefits to the park and other information that may guide any future potential developers with accurate goals/visions of the development.

Staff noted that the 2021 survey would act as background information to assist the committee when reviewing the questions drafted by Urban Systems attached to the agenda.

(e) **Cultus Lake Park Village Center Plan Community Survey Draft**

- Community survey drafted by Urban Systems (Committee to review and provide feedback)

Staff noted that the survey will have the ability to separate responses based on whether they are a residential leaseholder.

The committee discussed implementing the following changes to the preface content and survey:

Wording of preface content: In Summer 2022, Cultus Lake Park Board embarked on a planning process to prepare the Cultus Lake Park Village Centre Plan for the area identified in Figure 1 below. The purpose of the Plan is to build upon PlanCultus (Cultus Lake Park Plan Bylaw No. 1080, 2016) and to provide clear direction for future growth and potential redevelopment of the Village Centre site. The Cultus Lake Park Village Centre Plan will consider how the addition of commercial, multi-family residential and mixed-use development may be integrated to support a sustainable and healthy community for residents and visitors alike.

Question One: Add selections - part-time resident, full time resident, and STR permit holder.

Question Two: Add a sub-question related to day use, overnight, weekdays, primarily on weekends only.

Question Three: no amendments requested.

Question Four: no amendments requested.

Question Five: no amendments requested.

Question Six: no amendments requested.

Question Seven: Change the frequency options to year-round, seasonally, and never.

Expand on the community events definition – Party in the Plaza, Cultus Lake Day, Farmers Market.

Question Eight: no amendments requested.

Question Nine: no amendments requested.

Question Ten: no amendments requested.

Question Eleven: no amendments requested.

Question Twelve: Add other, please specify option.

Question Thirteen: Amend to the following “What are your priorities for the potential redevelopment of the Village Centre/plaza? (Please select all that apply)”

Question Fourteen: Amend to “What community amenities do you hope the overall Park could gain from the redevelopment of the Village Centre/plaza? (Please select all that apply)”

Add Community Hub (i.e. Pavilion, seating, greenspace, etc.) as a choice.

Amend the following choices:

- Cycling trails and connections – change to “Multi use trails and connections”
- Landscaping (e.g., trees, flower beds)
- Public art
- Seating areas - remove
- Plaza gateway - remove
- Traffic and safety improvements (e.g., speed restrictions, signage, access)
- Public access dock replacement – change to “Complete dock replacement”
- Septic system replacement – change to “Cover infrastructure costs” (provide examples)
- Public works yard relocation
- Other, please specify: _____

Fifteen: no amendments requested.

The committee reviewed the mandate of the Board and Village Centre Plan with respect to focus on the sustainability for the park.

(f) **Discuss Potential Future Agenda Items**

The committee requested the following agenda items for the next meeting:

- Goals and desired outcomes of the development exercise
- Review Urban Systems deliverables and adjusted timeline

The committee discussed that in the future the committee should consider recommending the Board direct staff to get an appraisal for that area and what to include in that area.

Staff noted that minutes will be circulated to the committee via email. Following this, the survey will go to the Board in March to be released to the community following approval.

Next meeting date and time:

Thursday, April 13, 2023, 8:00 am.

(5) STAFF REPORTS

(6) PUBLIC QUESTION PERIOD

No public questions.

(7) ADJOURNMENT

Moved by: Vice Chair Beesley Seconded by: B. van den Brink

THAT the Cultus Lake Park Board Village Center Planning and Development Committee meeting held on February 13, 2023, be adjourned at 9:01 pm.

CARRIED



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

WEDNESDAY, MAY 3, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Committee Members
E. Jartved – Chair
R. LeBlanc
M. McMullen – Vice Chair
L. Shears
L. Klassen
T. Seeley – left at 5:53 pm

Staff
Chief Administrative Officer – J. Lamb
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

(1) CALL TO ORDER

The Chair called the meeting to order at 4:34 pm.

(2) APPROVAL OF AGENDA

Moved by: R. LeBlanc Seconded by: L. Klassen

THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 3, 2023; and

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

CARRIED

(3) APPROVAL OF MINUTES

Moved by: M. McMullen Seconded by: L. Shears

(a) ***THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of April 14, 2023.***

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) Cultus Lake Day Planning

- Committee review and update regarding roles of responsibilities:
 - Parade – T. Seeley & L. Klassen & L. Shears
 - Pancake Breakfast – Fire Department
 - Volunteers – R. LeBlanc & L. Shears
 - Kid's Activities – R. LeBlanc & L. Shears
 - Rotary Train – T. Seeley
 - Vendor's Market and Food Trucks – K. Fitzner
 - Musicians – E. Jartved
 - Beverage Garden – M. McMullen
 - Game Rentals
 - Fireworks - Staff
 - Sponsorships – M. McMullen
 - First Aid
 - Signage
 - Tent and Fencing Rentals

Parade – The committee noted that two (2) bands are confirmed and that dignitaries will be riding in the rotary train. The committee noted that Reece Howden will be the parade marshall. The committee will approach the Cultus Lake Park Board Commissioners to participate in the parade. The committee will provide a map for barricades and a list of signage required to be ordered.

Pancake Breakfast – Staff noted that the Cultus Lake Golf Club has confirmed sponsorship of this area.

Volunteers – The committee has begun placing volunteers into positions. In addition, has received confirmation that the Cultus Lake Memorial Church will be volunteering for the children's activities and face painting station. Three (3) people are being provided to support the vendor's market area. The committee noted that they would like to have identification for all volunteers.

Staff noted that the Cultus Lake Golf Club will be providing water jugs for volunteers.

Staff are creating a volunteer poster that will be posted on community boards.

Kid's Activities – The committee noted that there are two (2) confirmed face painters.

Rotary Train – The committee noted that the train is confirmed and will provide an update on cost at a future meeting.

Vendor's Market and Food Trucks – Staff provided an update on vendors and food trucks for the event.

Musicians – No further updates.

Beverage Garden – The committee noted that they will approach multiple vendors to provide beer and cider to accommodate the larger crowds at the event. The committee noted that they have purchased the large games for the beverage garden.

Staff provided an update with respect to the liquor licence and security.

Fireworks – No further updates.

Sponsorship – The committee reviewed the list of potential sponsors that they would be approaching for donations.

First Aid – The committee noted that they will make a donation to St. John's Ambulance in exchange for their services.

Signage – The committee will provide staff with a list of all signs to be ordered.

(b) **Cultus Lake Day Budget Review**

- Cultus Lake Day Budget 2023

Staff reviewed the budget to date.

(c) **Movie Nights in the Park**

- Select movie times for July and August

The committee noted that the films will start at 9:30 pm on July 7th, 9:00 pm on July 21st, 9:00 pm on August 4th, and 8:30 pm on August 18th.

(6) REPORTS BY STAFF

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) ADJOURNMENT

Moved by: M. McMullen Seconded by: L. Klassen

THAT the Cultus Lake Park Board Community Events and Engagement Committee Meeting held May 3, 2023, be adjourned at 6:24 pm.

CARRIED

Next meeting date and time: Tuesday, May 16, 2023, at 4:30 pm.



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

TUESDAY, MAY 16, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Committee Members
E. Jartved – Chair
M. McMullen – Vice Chair
L. Shears
L. Klassen
T. Seeley

Staff
Chief Administrative Officer – J. Lamb
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

Regrets
R. LeBlanc

(1) CALL TO ORDER

The Chair called the meeting to order at 4:32 pm and acknowledged that we are gathered on the unceded traditional territory of the The'wa':li First Nation.

(2) APPROVAL OF AGENDA

Moved by: L. Klassen Seconded by: L. Shears

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 16, 2023; and*

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

CARRIED

(3) APPROVAL OF MINUTES

Moved by: M. McMullen Seconded by: L. Klassen

(a) ***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of May 3, 2023.*

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) Cultus Lake Day Planning

- Committee review and update regarding roles of responsibilities:
 - Parade – T. Seeley & L. Klassen & L. Shears
 - Pancake Breakfast – Fire Department
 - Volunteers – R. LeBlanc & L. Shears
 - Kid's Activities – R. LeBlanc & L. Shears
 - Rotary Train – T. Seeley
 - Vendor's Market and Food Trucks – K. Fitzner
 - Musicians – E. Jartved
 - Beverage Garden – M. McMullen
 - Game Rentals
 - Meet the Protectors: Steve Clegg – Tourism Chilliwack
 - Fireworks - Staff
 - Sponsorships – M. McMullen
 - Sponsorship Package Review
 - First Aid
 - Signage
 - Tent and Fencing Rentals

Parade – The committee reviewed a community members' request for parade participation. The committee discussed parking registration to be done in advance for parade participants. The committee reviewed sign requirements for the parade and staff will facilitate printing them prior to the event. The committee noted that Chilliwack Search and Rescue will be participating in the parade this year and will have a space assigned to them beside Gazebo A to set up their boat and information booth. The committee has secured some gift certificates from the Waterpark and Kent's Ice Cream for parade prizes. Staff noted that Commercial Leaseholders have been informed of the parade route and staging.

Pancake Breakfast – staff noted that Commercial Leaseholders have been informed about the use of parking areas near the Fire Hall.

Volunteers – The committee noted that church volunteers will manage the children's area and will park at the church. The committee discussed having a lost and found near the Security table and will inform volunteers.

Kid's Activities – no update at this time.

Rotary Train – The committee confirmed the cost for the Rotary Train and staff will draft an invoice for sponsorship. The committee discussed signage for this area of the event.

Vendor's – Staff reviewed parking arrangements for vendors and outstanding payments.

Musicians – Staff noted the two (2) outstanding invoices from musicians.

Beverage Garden – The committee confirmed that Old Yale Brewing, Lake Bottom Cider and Sidekick Brewing. The committee noted that the special event application is currently pending.

Tourism Chilliwack – Staff noted that Tourism Chilliwack will host their event in Gazebo A and reviewed their setup.

Fireworks – The committee discussed the recent fire ban notice.

Sponsorship – The committee reviewed total sponsorships to date for the event. The committee noted to send thank you letters following the event to sponsors to include thoughts of sponsoring next year. The committee discussed creating a sponsorship criteria for future Cultus Lake Day events.

L. Klassen left the meeting at 5:38 pm.

First Aid – St. John's Ambulance are confirmed and the committee will provide additional details at future meetings.

Signage – Staff reviewed advertising opportunities.

Tents and Fence Rentals – no update at this time.

(b) **Cultus Lake Day Budget Review**

- Cultus Lake Day Budget 2023

Staff reviewed the budget to date.

(6) REPORTS BY STAFF

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) ADJOURNMENT

Moved by: M. McMullen Seconded by: L. Shears

THAT the Cultus Lake Park Board Community Events and Engagement Committee Meeting held May 16, 2023, be adjourned at 5:51 pm.

CARRIED

Next meeting date and time: Monday, May 29, 2023, at 5:00 pm.



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

MONDAY, MAY 29, 2023
CULTUS LAKE PARK OFFICE BOARDROOM
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

Present Committee Members
E. Jartved – Chair
M. McMullen – Vice Chair
L. Shears
L. Klassen
T. Seeley

Staff
Chief Administrative Officer – J. Lamb
Administrative Assistant, Communications & Events Coordinator – A. Nadeau

Regrets
R. LeBlanc

(1) CALL TO ORDER

The Chair called the meeting to order at 5:02 pm and acknowledged that we are gathered on the unceded traditional territory of the The'wa':li First Nation.

(2) APPROVAL OF AGENDA

Moved by: L. Shears Seconded by: L. Klassen

THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of May 29, 2023; and

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Moved by: T. Seeley Seconded by: L. Klassen

(a) ***THAT*** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of May 16, 2023.

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) Cultus Lake Day Planning

- Committee review and update regarding roles of responsibilities:
 - Parade – T. Seeley & L. Klassen & L. Shears
 - Resident Notice Discussion
 - Pancake Breakfast – Fire Department
 - Volunteers – R. LeBlanc & L. Shears
 - Volunteer Identification
 - Kid's Activities – R. LeBlanc & L. Shears
 - Winter Booth Setup Review
 - Rotary Train – T. Seeley
 - Vendor's Market and Food Trucks – K. Fitzner
 - Pre-Event Communication and Marketing
 - Musicians – E. Jartved
 - Beverage Garden – M. McMullen
 - Lawn Games Purchase Update
 - Meet the Protectors: Steve Clegg – Tourism Chilliwack
 - Steve Clegg Speech Request
 - Fireworks – Staff
 - Resident Notice Discussion
 - Sponsorships – M. McMullen
 - Envision Setup Review
 - Sponsorship Deadline Review
 - First Aid
 - Lunch Vouchers
 - Signage Review
 - Master of Ceremonies Selection and Responsibilities Review
 - Event Setup and Tear Down Discussion

Parade – the committee reviewed parade participant details. Staff reviewed the notices that will be sent to residential and commercial leaseholders prior to the event regarding the parade.

Volunteers – the committee noted that all spots are filled for all the volunteer positions. Staff will purchase safety vests for volunteers.

Kid's Activities – the committee discussed participant fees for community partner tables.

Rotary Train – no update at this time. Staff to follow up with Board members for rotary train participation.

Vendor's Market – staff provided an update on outstanding payments and will schedule a call with K. Fitzner to review the marketing, pre-event communication and YouTube link information.

M. McMullen arrived at 5:18 pm.

Beverage Garden – the committee reviewed the current status of the liquor licence and the changes to the fencing required.

Tourism Chilliwack – staff noted Tourism Chilliwack's request to have a timeslot for a speech during the event.

Fireworks – staff noted the application being made to the province to request approval in the case of a fire ban.

Sponsorship – the committee reviewed the current sponsorships for Cultus Lake Day and noted that a review of sponsor packages could be completed in the fall. Envision is confirmed for their setup. The committee noted the sponsorship deadline is June 14, 2023.

First Aid – no update at this time. Staff will create lunch vouchers for St. John's Ambulance volunteers.

Signage Review – staff provided an update regarding signage.

Master of Ceremonies – the committee selected E. Jartved and reviewed some of the responsibilities of the MC for the event.

L. Klassen left the meeting at 5:54 pm.

Setup and Tear Down Discussion – the committee noted that some volunteers were assigned for tear down, and that setup on the Friday prior to the event would begin at 4:00 pm. The committee will review their event schedule at the next committee meeting.

(b) **Cultus Lake Day Budget Review**

- Cultus Lake Day Budget 2023

Staff reviewed the budget to date.

(c) **Movie Night in the Park Movie Poster Review**

- Movie Night Poster for July 7, 2023
- Movie Night Poster for July 21, 2023
- Movie Night Poster for August 4, 2023
- Movie Night Poster for August 18, 2023

The committee reviewed the posters and approved them.

(d) **Party In the Plaza Poster Review**

- Party In the Plaza Poster for August 11, 2023

The committee requested an updated photo for this poster.

(6) REPORTS BY STAFF

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) ADJOURNMENT

Moved by: L. Shears Seconded by: M. McMullen

THAT the Cultus Lake Park Board Community Events and Engagement Committee Meeting held May 29, 2023, be adjourned at 6:07 pm.

CARRIED

Next meeting date and time: Tuesday, June 6, 2023, 9:00 am.

From: GARY LISTER

Sent: Sunday, June 4, 2023 12:16 PM

To: Reception <reception@cultuslake.bc.ca>

Cc: Tom Moul <tom.moul@cultuslake.bc.ca>; John Beesley <john.beesley@cultuslake.bc.ca>; Erika Jartved <erika.jartved@cultuslake.bc.ca>; Darcy Bauer <darcy.bauer@cultuslake.bc.ca>; Kirk Dzaman <kirk.dzaman@cultuslake.bc.ca>

Subject: Re: Village Centre Survey Questions

Village Centre Survey - Questions

1. Reminder – During the Virtual Kick-Off Meeting held on December 13, 2023, Commissioner Dzaman, said the Village Centre development was not a done deal, if the residents did not want it to proceed. That question of not wanting the development was not asked in the survey. Why not?
2. Also, the survey does not illustrate how the developments fit into Cultus Lake Mandate – “Ours to Protect and Preserve”. Instead, the survey focuses on what people would like to see in the development. Where does the Mandate “Ours to Protect and Preserve” fit into this development?
3. Plan Cultus – Community in a Park January 2017 and Cultus Lake Park Board - STRATEGIC PLAN - 2018 – 2022 are out-of-date, why are they being followed and not updated?
4. The CLPB Chair said the development of mall was necessary for financial reasons. A preliminary analysis would have identified all the different ways the Parks financial problems can be rectified, and presented to the community, prior to going with just the village centre idea. Where is the financial analysis to back up the need for a village centre?
5. The 5 categories of feasibility study are **Scheduling Feasibility, Operational Feasibility, Legal Feasibility, Economic Feasibility, and Technical Feasibility**. The most important part of a feasibility study is the economics. Economics is the reason most projects are undertaken (with some exceptions for government and non-profit projects in which a cost benefit analysis is the primary tool). Has a Feasibility Study and cost benefit analysis been done?
6. Furthermore, a Feasibly Study is needed prior to asking what people like to see in the development. The main objective of a feasibility study is to determine whether or not a certain plan of action is likely to produce the anticipated result—that is, whether or not it will work, and whether or not it is worth doing economically. The importance of feasibility studies: Identifies valid reasons to **advance or veto** a project idea. Have the reason/s that would cause this project to be stopped been identified and if so what are they; please share with the community.

Subject: GW Graham - The Best Students Ever

Hello Sara,

Thank you for offering to pass along our thank you's (to the right department) regarding the students who were so kind to help us yesterday. Along with anyone else in the school who would like to know this great news, we'd appreciate the Principal being made aware of the difference these boys made.

The Cultus Lake Environmental Committee Members & other community Volunteers had a work bee scheduled to add more mulch around some of our old trees at Main Beach. It's a very important project to help preserve moisture, as well as creating a healthy environment for the small trees & understory plants... all in an effort to protect our majestic, old growth trees at Main Beach.

For a number of very good reasons, our usual crew of ten or so people were unable to assist with our project yesterday. We were a skeleton crew of four and faced a mountain of bark mulch. It was a daunting task and the pile of mulch was dwindling very, very slowly. Seeing a group of young men having a great time close to where we were working, I wondered if they'd be willing to lend a hand and when asked, they didn't hesitate to say yes. In a matter of minutes there was a swarm of activity and before we knew it, the job was done! They were friendly, incredible workers, respectful, & worked together as a team very well AND they saved us hours of work, for which we couldn't be more grateful!

These young men are wonderful ambassadors of GW Graham Secondary and our community as a whole! How lucky are we?!

We didn't get their names (unfortunately) but if you recognize them in the photos, please pass along our gratitude once again.

Kindest regards,

Gail Smit

Environmental & Public Areas Planning Committee, Cultus Lake

PS All of them approved of me taking their photos





CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 21, 2023 **FILE:** 0550

SUBMITTED BY: Erica Lee
Chief Financial Officer

SUBJECT: 2022 Statement of Financial Information

PURPOSE:

To provide the Board with the 2022 Statement of Financial Information report for approval.

RECOMMENDATION:

THAT the report dated June 21, 2023, from the Chief Financial Officer regarding the 2022 Statement of Financial Information be approved and that the report be placed on the Cultus Lake Park website.

DISCUSSION:

For typical local governments, Section 376 of the *Local Government Act*, Section 168 of the *Community Charter* and Section 2 of the *Financial Information Act* (FIA) require that a Statement of Financial Information for the previous year be prepared and presented to the Board by June 30th. In addition, the 2019 amendments to the *Cultus Lake Park Act* include a revision to Section 17,(3). This section now states that "Section 168 [reporting of council remuneration, expenses and contracts] of the *Community Charter*, as it applies to the council of a municipality, applies to the board."

Therefore, a schedule of remuneration, allowances and expense paid to board members for the purposes of carrying out their duties in office is now required. While the remaining components of the statement are not required, historically Cultus Lake Park Board has followed these provisions in the interest of financial transparency.

The attached 2022 Statement of Financial information report has been prepared in accordance with the *Financial Information Act*. The *Financial Information Act* Section 2 requires that the Statement of Financial Information must be approved by Council.

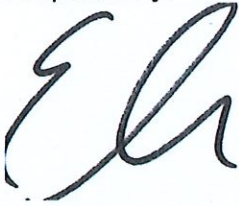
The Statement of Financial Information includes a number of components:

- A schedule of guarantee and indemnity agreements entered into;
- A schedule of severance agreements initiated in the year; and
- A schedule itemizing the total employer contributions to Employment Insurance and Canada Pension Plan.
- A schedule listing all suppliers paid more than \$10,000 (lower standard than the \$25,000 required in FIA), along with a consolidated total of all payments made to suppliers for goods and services;
- A schedule of remuneration, allowances and expenses paid to board commissioners for the purpose of carrying out the duties of office;
- A schedule of remuneration and expenses paid to employees earning more than \$75,000, along with a consolidated total of all remuneration paid to all other employees;

STRATEGIC PLAN:

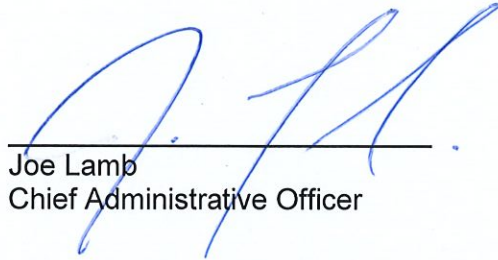
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:

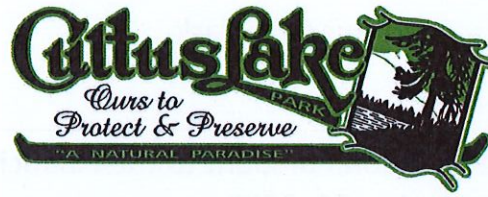


Erica Lee, CPA, CA
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



Statement of Financial Information

2022

Cultus Lake Park

Schedules of Financial Information Pursuant to the Financial Information Act for the Year Ended December 31, 2022

GUARANTEE & INDEMINITY AGREEMENTS: 2022

No agreements existed in 2022.

SEVERANCE AGREEMENTS: 2022

There was one severance agreement under which payment commenced between Cultus Lake Park and a non-unionized employee in 2022.

This agreement represented 2 weeks of compensation.

EMPLOYER'S PORTION OF EMPLOYMENT INSURANCE AND CANADA PENSION: 2022

Employer's total CPP	\$96,816.06
total EI	\$39,961.88

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

CULTUS LAKE PARK

Schedule of Payments to Suppliers of Goods and Services over \$10,000 For the Fiscal Year Ended December 31, 2022

Vendor	Amount
1378560 BC LTD	\$ 11,812.50
ADAMS EXCAVATING	114,031.56
AIRVANTAGE HEATING & COOLING	20,699.70
AON REED STENHOUSE INC	308,803.00
ARCTIC ARROW POWERLINE GROUP	17,461.50
ARCTIC GLACIER CANADA INC.	14,963.79
ASSOCIATED FIRE SAFETY	10,439.84
BC HYDRO	151,075.15
BRAD'S CONTRACTING	11,991.00
BRANDT TRACTOR LTD	97,135.97
CAN-DIVE CONSTRUCTION LTD.	26,591.25
CANEX BUILDING SUPPLIES LTD	10,383.47
CHILLIWACK ELECTRIC	16,634.68
CITY OF CHILLIWACK	172,303.70
CORE-MARK	17,687.92
CUPE LOCAL 458	26,388.20
CUSTOM TANK SERVICES LTD.	14,566.05
DALCON ENTERPRISES LTD	88,685.64
DIGITAL REZ SOFTWARE	30,715.67
DEADLINE INDUSTRIES CONSTRUCTION	11,342.00
FARRIS LLP	109,534.16
FERNIC GROUP	10,110.18
FORTINS SUPPLY LTD	36,419.83
FORTIS BC	25,614.84
FRASER VALLEY REGIONAL DIST	360,288.22
GIDNEY SIGNS INC.	22,309.84
GRIFFIN INVESTIGATION & SECURITY SERVICES LTD.	278,721.01
GTECHNA	50,029.05
HORNE SR FRANCIS	30,000.00
HOUWELING CONTRUCTION	11,261.91
I C B C	20,495.00
IMPERIAL OIL	45,372.47
KELMOR ENTERPRISES LTD	38,631.36
KEN'S LANDSCAPING LTD.	39,273.81
KPMG LLP	21,908.25
LANDTEC GROUND EXPERTS	184,800.00
MAGNUM DISTRIBUTION LTD.	10,188.21
MCRAE'S SEPTIC TANK SERVI	12,863.34
M & H MACHINERY LTD	15,529.41

Vendor	Amount
MINISTER OF FINANCE - PST	23,125.49
MINISTER OF FINANCE - MINISTRY OF FORESTS	24,205.76
MINISTER OF FINANCE - EHT	45,876.84
MUNICIPAL PENSION PLAN	239,740.88
MYRIAD INFORMATION TECHNOLOGY	143,175.02
PACIFIC BLUE CROSS	131,797.84
PIONEER BUILDING SUPPLIES LTD	11,272.44
PRAIRIECOAST EQUIPMENT	13,611.56
PRECISE PARKLINK INC.	64,846.25
QUEENSBORO MARINE EQUIPMENT LTD.	1,534,238.78
RAINBOW COUNTRY IRRIGATION LTD	120,613.50
RECEIVER GENERAL (GST)	194,235.41
RECEIVER GENERAL FOR CANADA-PAYROLL	571,979.66
RIM TREE SERVICES LTD.	16,800.00
SBC FIREMASTER LTD.	17,136.00
SHAW CABLE	28,075.73
SOUTHERN IRRIGATION	11,516.42
STONHARD	38,157.00
SUPER SHEDS LTD	71,872.50
SUPREME PAVING LTD.	53,602.50
TELUS MOBILITY	11,983.68
TRITON ENVIRONMENTAL CONSULTANTS	50,822.69
TWIN MAPLE CONSTRUCTION LTD	187,820.85
UNIVERSAL APPRAISAL CO. LTD.	10,500.00
URBAN SYSTEMS	36,313.15
VALLEY WASTE & RECYCLING INCORPORATED	195,760.50
WORKSAFE BC	63,735.57
	<hr/>
	\$ 6,409,879.50
Consolidated total of suppliers receiving \$10,000 or less	 \$ 636,271.10
Total payments to suppliers of goods and services	 \$ <u><u>7,046,150.60</u></u>

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

Pursuant to Financial Information Regulations, Schedule 1, Section 7

CULTUS LAKE PARK

Gross remuneration paid to Commissioners in 2022

Paid to		Amount	Other Expenses
BAUER, Darcy	January - December	\$ 15,504.96	\$
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 16,704.96	\$ -
BEESLEY, John	November - December	\$ 3,029.70	\$ -
	Communications Expense	200.00	
	Total Wages and Communications Expense	\$ 3,229.70	\$ -
DZAMAN, Kirk	January - December	\$ 19,336.62	\$
	Communications Expense	1,200.00	
	Total Wages and Communications Expense	\$ 20,536.62	\$ -
JARTVED, Erika	November - December	\$ 2,584.16	-
	Communications Expense	200.00	
	Total Wages and Communications Expense	\$ 2,784.16	\$ -
MOUL, Thomas	November - December	\$ 2,584.16	
	Communications Expense	200.00	
	Total Wages and Communications Expense	\$ 2,784.16	\$ -
PAYEUR, Lawrence	January - October	\$ 12,920.80	
	Communications Expense	1,000.00	
	Total Wages and Communications Expense	\$ 13,920.80	\$ -
RENWICK, David	January - October	\$ 20,940.60	\$
	Communications Expense	1,000.00	
	Total Wages and Communications Expense	\$ 21,940.60	\$ -
SMIT, Casey	January - October	\$ 12,920.80	\$
	Communications Expense	1,000.00	
	Total Wages and Communications Expense	\$ 13,920.80	\$ -
Total remuneration and expenses for Commissioners		\$ 95,821.80	\$ -

Staff salaries over \$75,000.00

(Note 1)

GEHMAN, Regan	Public Works - Supervisor	82,761.61	99.00
LAMB, Joseph	Chief Administrative Officer	164,373.22	2,312.69
LEE, Erica	Chief Financial Officer	93,998.96	2,087.49
LITCHFIELD, Rachel	Manager of Corporate Services / Corporate Officer	86,041.01	936.70
MAZUREN, Warren	Public Works - Supervisor / Fire Chief	90,627.95	1,233.00
VOLK, Carly	Manager of Sunnyside Campground & Accommodations	80,123.42	-
Subtotal		\$ 597,926.17	\$ 6,668.88
Consolidated total of other employees earning less than \$75,000		\$ 1,521,471.95	\$ 14,134.93
Total Remuneration and Expenses for Employees		\$ 2,119,398.12	\$ 20,803.81

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

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

Statement of Financial Information Approval

The undersigned represents the Board and Management of Cultus Lake Park, which at the June 21, 2023 meeting of the board, approved the statements and schedules included in the 2022 Statement of Financial Information, pursuant to the *Financial Information Act*.

Kirk Dzaman
Chair

Erica Lee, CPA, CA
Chief Financial Officer

Date

Date



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 21, 2023 **FILE:** 0550-70

SUBMITTED BY: Rachel Litchfield,
Manager of Corporate Services / Corporate Officer

SUBJECT: Appointment of Bylaw Enforcement Officers

PURPOSE:

This purpose of the report is to provide the Board with information regarding bylaw enforcement officers for Cultus Lake Park and to recommend appointment of additional bylaw enforcement officers.

RECOMMENDATION:

THAT the Cultus Lake Park Board appoint, Carly Volk, Lisa Bisschop, Katrina Craig, Jorge Bartomeu, Sachin, Andrew McGrath, Rachel Litchfield, and contracted Griffin Security members as Bylaw Enforcement Officers for Cultus Lake Park.

DISCUSSION:

The "Cultus Lake Park Act" provides the Board with legislative authority to enact bylaws for the use, regulation, protection, and management of Cultus Lake Park. Bylaw Enforcement Officers are responsible for enforcing park bylaws as well as providing education to seek compliance and to ensure the protection and safety of both park residents and visitors.

Select members of park staff are also required to enforce bylaws throughout the course of their work. These park staff are responsible for writing offence tickets corresponding with park bylaws and as such are required to be appointed as Bylaw Enforcement Officers by the Cultus Lake Park Board.

The Bylaw Enforcement Officers are as follows:

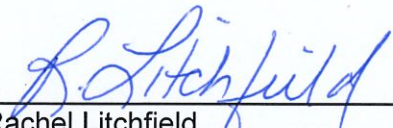
Carly Volk
Lisa Bisschop
Katrina Craig
Jorge Bartomeu
Sachin
Andrew McGrath
Rachel Litchfield
And contracted Griffin Security members

STRATEGIC PLAN:

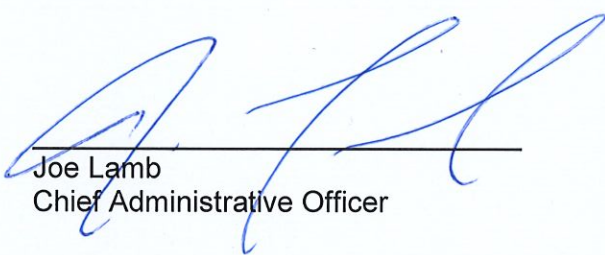
This report does not impact the Board's Strategic Plan Initiative.

Prepared by:

Approved for submission to the Board:



Rachel Litchfield
Manager of Corporate Services /
Corporate Officer



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 21, 2023 **FILE:** 0550

SUBMITTED BY: Rachel Litchfield
Manager of Corporate Services / Corporate Officer

SUBJECT: Release of Closed Meeting Resolution

PURPOSE:

The purpose of the report is to provide a Closed Meeting Resolution that the Cultus Lake Park Board may release at an open meeting.

RECOMMENDATION:

THAT the following Closed Meeting Resolution be released at the June 21, 2023, Regular Board meeting:

May 17, 2023
IC 5005-23

THAT the Cultus Lake Park Board receive the Fraser Valley Regional District Corporate report regarding the Cultus Lake Zoning Amendment Bylaw No. 1672, 2022; and

THAT the Cultus Lake Park Board supports the draft Fraser Valley Regional District Zoning Amendment Bylaw No. 1672, 2022, which would change parking requirements for waterfront lots on First Avenue and alter maximum building heights for lots on Lakeshore Drive and Munroe Avenue.

DISCUSSION:

At the May 15, 2023, Cultus Lake Park Board Closed Meeting, the Board passed the following resolutions with respect to the consideration of the report presented by the Fraser Valley Regional District Cultus Lake Zoning Amendment Bylaw No. 1672, 2022.

This resolution was required for the purpose of establishing zoning regulations for the lands comprising Cultus Lake Park. The proposed bylaw amendments addressed the community's concern regarding parking on First Avenue and the height of homes located on Lakeshore Drive and Munroe Avenue.

FVRD Board gave First reading to Fraser Valley Regional District Zoning Amendment Bylaw No. 1672, 2022 on May 18th, following this a Public Hearing was held on June 1st at the Cultus Lake Community Hall. FVRD will pursue the next steps with respect to the hearing feedback and bring the bylaw back to their board for further consideration.

STRATEGIC PLAN:

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

Prepared by:



Rachel Litchfield
Manager of Corporate Services /
Corporate Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: June 21, 2023 **FILE:** 8100

SUBMITTED BY: Rachel Litchfield,
Manager of Corporate Services / Corporate Officer

SUBJECT: Chilliwack Gravel Grinder Event

PURPOSE:

The purpose of the report is to provide the Board with information pertaining to the Chilliwack Gravel Grinder event, scheduled for Friday, May 3rd and Saturday, May 4th of 2024.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the Chilliwack Gravel Grinder event, scheduled for May 3rd and 4th of 2024; and

THAT the Cultus Lake Park Board approve waiving parking fees for twenty volunteer vehicles to be parked in Lot B for the duration of the event.

DISCUSSION

The Gravel Fondo event organizers are planning to set up their event on May 3rd between 8:00am to 5:00pm and on the host the event on May 4th from 6:00am to 5:00pm in 2024. The organizers are requesting early approval in order for the event date to be released as part of the UIC World Gravel Fondo Series World Championships in August of this year.

A Gravel Fondo is similar to a road Gran Fondo but primarily takes place on gravel or dirt roads and trails. It is primarily not technical (like Mtn. biking) and can be ridden quite comfortably on a gravel bike as well as a Cross, Mtn. bike and Hybrid and most Beginner / Piccolo Fondos can be tackled on a road bike with wider tires and a route up to 80 kilometers (see attached maps).

On May 4, 2024, the Chilliwack Gravel Grounder event would showcase this amazing ride and scenery throughout Chilliwack and Cultus Lake areas and will be a qualifier for the UCI World Gravel Fondo Series World Championships. The event organizers are preparing to host 1,000 people or more.

The UCI Gravel World Championships are the world championship events for gravel cycling in the disciplines of cross country. They are organized by the Union Cyclist International (UCI), the governing body of world cycling. The discipline covers the space between standard road cycling on paved and asphalted roads, and the all-terrain disciplines of mountain bike cross-country and cyclo-cross. The races share the length and tactical nature of road racing parcourse but embrace the unpredictability and technical skill of off-road cycling.

The first three finishers in each discipline at the World Championships are awarded gold, silver, and bronze medals. The winner of each discipline is also entitled to wear the rainbow jersey in events of the same discipline until the following year's World Championships. Unlike other UCI-sanctioned races, the competitors in the World Championships represent national rather than commercial teams. The World Championships are usually held towards the end of the season.

This course will be comprised of at least 75% + Gravel roads or trails, this being throughout the entire course, and they would not be closing roads through the park and traffic management would be present where it is needed.

Organizers would have first aid services available for all participants during the event (min 6-8).

The event organizers would like to host the post event here in the park with a beer garden and would apply for a Special Occasion License (SOL) through the Liquor and Cannabis Regulation Branch (BCLCRB).

In addition, the organizers would like to support local restaurants for food options during the post event if available and/or request approval to bring in a food truck to support the event (participants only). The event organizers will be responsible for security, fencing, set up and take down.

The application includes the use of Gazebos, A, B, and C and access to washroom maintenance.

The organizers will be working with the City of Chilliwack, Chilliwack Tourism, Ministry of Forests, Ministry of Transportation with respect to the routes, traffic management, insurance requirements and all safety aspects.

The event organizers will provide the park with a copy of the Comprehensive General Liability Insurance naming the park as additional insured in the amount of five million (\$5,000,000) dollars.

As the event is expected to host up to 1,000 people, staff will arrange to open Lot D for parking available in addition to Lots A & B. Pay parking will be in effect during the event dates and times.

Fees required are as follows:

- Application Fee (non-refundable): \$100
- Early set up fee (Friday, May 3rd): \$75.00
- Rental Fee (200+ people Saturday): \$500
- Beverage Garden Fee (Saturday, May 4th \$300): \$300
- Security Deposit \$1,000

Total: \$1,975.00

Staff will be in contact with the event coordinator, as we move forward to hold the event in May of 2024.

STRATEGIC PLAN:

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

Prepared by:



Rachel Litchfield
Manager of Corporate Services /
Corporate Officer

Approved by:



Joe Lamb
Chief Administrative Officer



TRIPLE CROWN

GRAVEL FONDO SERIES

BRITISH COLUMBIA, CANADA



Event route maps

