



# CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING AGENDA

THURSDAY, JUNE 26, 2025

7:00 PM

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

## (1) CALL TO ORDER

## (2) APPROVAL OF AGENDA

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- (a) ***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of June 26, 2025; and*

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

## (3) APPROVAL OF COMMITTEE MINUTES

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- (a) ***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of June 17, 2025.*

## (4) CORRESPONDENCE

## (5) REPORTS BY STAFF

## (6) NEW BUSINESS

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- (a) **Cultus Lake Day Debrief**
- Post Event Media – Thank You to Our Sponsors Poster

- (b) **Party in the Plaza Review**

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- (c) **Movie Night in the Park**
- Inside Out 2 Movie Night Poster for July 4

## (7) PUBLIC QUESTION PERIOD

## (8) NEXT MEETING

## (9) ADJOURNMENT

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee meeting held on June 26, 2025, be adjourned.*





# CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

TUESDAY, JUNE 17, 2025  
CULTUS LAKE PARK OFFICE BOARDROOM  
4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

**Present** J. Beesley – Chair

**Members** K. Lees  
C. Beesley  
J. Powley  
R. LeBlanc  
C. Nylund  
C. Pickering

**Staff** Chief Administrative Officer – J. Lamb  
Administrative Assistant, Communications & Events Coordinator – H. Hill

**Board Members** Commissioner E. Jartved

**Regrets** T. Moul – Vice Chair  
A. Booth

## (1) CALL TO ORDER

The Chair called the meeting to order at 7:06 pm and acknowledged that we are gathered on the traditional, ancestral and unceded territory of the The'wa':li First Nation. We are grateful for the hospitality to live, work and play on these lands.

## (2) APPROVAL OF AGENDA

Moved by: R. Leblanc Seconded by: C. Beesley

- (a) ***THAT*** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of June 17, 2025; and

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

**CARRIED**

## (3) APPROVAL OF COMMITTEE MINUTES

Moved by: J. Powley Seconded by: R. LeBlanc

***THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of June 3, 2025.***

**CARRIED**

**(4) CORRESPONDENCE**

**(5) REPORTS BY STAFF**

**(6) NEW BUSINESS**

**(a) Movie Nights in the Park – July 4 + 18, August 1+ 15**

- Confirm Committee Members to Manage July 18, August 1, August 15

Committee members confirmed management of the following movie nights: July 4 – J. Beesley and C. Beesley; July 18 – T. Moul and C. Nylund; August 1 – R. Leblanc and J. Powley; August 15 – K. Lees

**(b) Confirm Date for the Cultus Lake Christmas Event**

Moved by: C. Beesley   Seconded by: K. Lees

***THAT the Community Events and Engagement Committee recommend to the Cultus Lake Park Board that the date for the Cultus Lake Christmas Event be held on Saturday, November 22, 2025.***

**CARRIED**

**(c) Cultus Lake Day Planning**

- Progress review for:
  - Pancake Breakfast – Cultus Lake Volunteer Fire Department
  - Parade – C. Beesley, J. Powley, K. Lees
    - Soowahlie First Nation Parade Placement
    - Participant Update
  - Rotary Train – C. Beesley, J. Powley, K. Lees
    - Discussion with C. Smit
  - Kids Activities – R. LeBlanc
  - Volunteers – R. LeBlanc
  - Vendor Market – T. Seeley
    - Select Additional Committee Member for Support
    - Applications – Staff
    - Spreadsheet for Applicants
  - Food Trucks – J. Beesley, A. Booth
    - Applications – Staff
    - Spreadsheet for Applicants
  - Beverage Garden – T. Moul, C. Nylund
    - Suppliers
    - BCLC Special Event Permit
    - Serving It Right Program Manual
  - Musicians – J. Beesley, A. Booth

- Soowahlie First Nation Invitation to Perform and/or Opening Welcoming
- Sponsors – J. Beesley, T. Moul, J. Lamb
  - Sponsorship Updates
  - Signage – Staff
- First Aid – Staff
- Marketing Materials – Staff
  - 2025 Draft Poster Artwork
- Rentals – Staff
- Grants – Staff
- Security – Staff

Committee members noted they have 35 entries for the Parade. Committee members asked for confirmation of road closures. Staff noted that Sunnyside Boulevard at the entrance to Parking Lot B, Mountain View Road, Park Drive and both laneways will be barricaded, and the other intersections will be blocked with cones and managed by parade volunteers. Staff noted that the road closure notice will be sent again on Wednesday and Friday to residents.

Committee members noted they have 28 confirmed market vendors. Committee members noted that CLASS, FVISS and Wild Safe BC were confirmed to provide demonstration tables in Gazebo A during the event.

Committee members reviewed the requirements and documents needed for the Beverage Garden Special Event Permit

Committee members agreed to approve a ½ page print ad in the Chilliwack Progress with the post event thank you to the sponsors and everyone who supported the event.

Committee members discussed the missing child procedures during the event. Staff noted they would provide the committee members with a document of the procedures that security will provide.

(d) **Event Set Up**

- Load In + Set Up Schedule, To Do List for Friday, Saturday, Sunday (Work in Progress; will be updated after Meeting)
- Additional Parking Needs for Reserved Parking or Licence Plates for Lot D

Committee members reviewed the event schedule and discussed parking needs.

(e) **Cultus Lake Day Budget**

Cultus Lake Day Budget Update

Committee members reviewed the updated budget.

(f) **Supply List and Event Signage**

- Confirm Any Additional Items and Signage Needed
- Event Lanyards for Committee + Staff

Committee members reviewed the supply and signage list. Committee members agreed that they would wear Event Committee lanyard during the event so they can be recognized by the public.

**(6) PUBLIC QUESTION PERIOD**

There were no questions.

**(7) NEXT MEETING**

The next meeting will be held on Thursday, June 26 at 7:00 pm.

**(8) ADJOURNMENT**

Moved by: K. Lees   Seconded by: C. Beesley

***THAT*** the Cultus Lake Park Board Community Events and Engagement Committee Meeting held June 17, 2025, be adjourned at 8:27 pm.

**CARRIED**

# Cultus Lake Day! Thank You!

*On behalf of everyone at Cultus Lake Park,  
a sincere thank you goes out to those who  
helped make Cultus Lake Day a success!*

*A special Thank You goes out to our*  
**SPONSORS**

BROUGHT TO  
YOU BY  
**en<sup>v</sup>ision**  
FINANCIAL

A DIVISION OF FIRST WEST CREDIT UNION



[www.cultuslake.bc.ca](http://www.cultuslake.bc.ca)





# MOVIE NIGHT

*Free*

FRIDAY JULY 4<sup>TH</sup>  
@ SUNSET

(9:00 PM APPROXIMATELY - WEATHER PERMITTING)

MAIN  
BEACH  
AT  
CULTUS  
LAKE  
PARK

(The grassy  
area near the  
Gazebos)



*Free  
Admission*

Bring your own snacks, chairs and blankets  
and nestle under the stars for a  
big screen adventure at Main Beach.

**PLEASE NOTE: CONCESSION STAND WILL BE CLOSED  
AND PAY PARKING IS IN EFFECT.**



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