



CULTUS LAKE PARK BOARD REGULAR MEETING NOTICE

WEDNESDAY, SEPTEMBER 9, 2026

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, September 9, 2026, 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.

Please note you are required to have your cameras on when entering the meeting to confirm your identity.

Join the Zoom Meeting:

Cultus Lake Park Board Regular Meeting
September 9, 2026, at 7:00 pm

<https://us06web.zoom.us/j/85423269621?pwd=36bC9xcOQlVkfwtuUrnu5fQzvtHrom.1&from=addon>

Meeting ID: 854 2326 9621
Passcode: 639120

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, SEPTEMBER 9, 2026

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) the security of the property of the municipality; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and (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**

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- (a) ***THAT** the Cultus Lake Park Board approve the Agenda as amended for the Regular Meeting of September 9, 2026, by removing and replacing Item 12, Staff Reports (g) Vedder Mountain Challenge Event;*

***THAT** the Cultus Lake Park Board approve the Agenda as amended; and*

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

(5) **DELEGATIONS**

(6) **ADOPTION OF MINUTES**

Page 5

- (a) ***THAT** the Cultus Lake Park Board adopt the Minutes of the Regular Meeting held August 19, 2026.*

(7) **ADOPTION OF COMMITTEE MINUTES**

(8) **CORRESPONDENCE**

(9) FINANCE

(a) 2026-2030 Five-Year Financial Plan Amendment

- Report dated September 9, 2026, from Erica Lee, Chief Financial Officer
- Attachment 1; 2026 Financial Plan
- Attachment 2; 2026-2030 Financial Plan
- Attachment 3; Summary Changes (2026 Financial Plan – Amendment #2)

***THAT** the Cultus Lake Park Board give First, Second and Third Readings of Cultus Lake Park 2026 – 2030 Five-Year Financial Plan Bylaw No. 1258, 2025, Amendment Bylaw No. 1275, 2026.*

(10) BYLAWS

(11) CONSENT AGENDA

(a) Cultus Lake Park Event(s)

- Mackie/West Wedding

***THAT** the Cultus Lake Park Board receive the Cultus Lake Park Event report for information.*

(12) REPORTS BY STAFF

(a) Village Centre Redevelopment Project — Status Update

- Report dated September 9, 2026, from Joe Lamb, Chief Administrative Officer

***THAT** the Cultus Lake Park Board receive the report titled Village Centre Redevelopment Project — Status Update;*

***THAT** the report and supporting public documents be maintained on the Cultus Lake Park Village Centre project webpage as the Board's consolidated public information record for the project; and*

***THAT** staff continue to provide public project updates when material milestones, studies, proposed financial commitments, regulatory processes, or future Board decision points are reached.*

(b) Amendment to 2026 Regular Board Meeting Schedule

- Report dated September 9, 2026, from Rachel Litchfield, Manager of Corporate Services/Corporate Officer

***THAT** the Cultus Lake Park Board cancel the Regular Board Meeting scheduled for Wednesday, October 14, 2026;*

***THAT** the Cultus Lake Park Board approve a Regular Board Meeting to be held on Wednesday, December 2, 2026, for the purpose of presenting the Draft 2027 – 2031 Cultus Lake Five – Year Financial Plan; and*

***THAT** staff be directed to provide public notice of the revised 2026 Regular Board Meeting Schedule in accordance with the Cultus Lake Park Board Procedures Bylaw No. 1233, 2023, as amended.*

(c) **Remembrance Day Wreaths**

- Report dated September 9, 2026, from Rachel Litchfield, Manager of Corporate Services/Corporate Officer

***THAT** the Cultus Lake Park Board authorizes the purchase of three (3) # 20 wreaths to be laid at the Remembrance Day Ceremony on November 9, 2026.*

(d) **Review of Noise Regulation Bylaw No. 1147, 2019 – Daytime Noise Disturbances**

- Report dated September 9, 2026, from Rachel Litchfield, Manager of Corporate Services/Corporate Officer

***THAT** the Cultus Lake Park Board receive the report titled Review of Noise Regulation Bylaw No. 1147, 2019 – Daytime Noise Disturbances; and*

***THAT** the Cultus Lake Park Board support that staff maintain the bylaw in its current form and continue enforcing existing provisions.*

(e) **Main Beach Lighting Project**

- Report dated September 9, 2026, from Todd McKay, Manager of Park Operations
- Attachment 1; Photo of EIKO PT3 Series LED
- Attachment 2; Photo of NaturaLED PST Series LED

***THAT** the Cultus Lake Park Board select Option 1, EIKO PT3 Series LED Pole Top Area Lights.*

OR

***THAT** the Cultus Lake Park Board select Option 2, NaturaLED PST Series LED Pole Top Area Lights.*

(f) **Cultus Lake Swilhcha Community School Events**

- Report dated September 9, 2026, from Carmen Baker, Administrative Assistant, Communications & Events Coordinator

***THAT** the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on September 23, 2026, for the Welcome Back BBQ event from 4:00 pm to 6:30 pm.*

***THAT** the Cultus Lake Park Board approve the waiver of parking fees for up to 200 participant vehicles in Parking Lot B on October 30, 2026, for the Hallowe'en Celebration event from 4:00 pm to 7:30 pm.*

***THAT** the Cultus Lake Park Board approve the waiver of parking fees for up to 50 participant vehicles in Parking Lot B on November 10, 2026, for the Remembrance Day Assembly event from 10:30 am to 12:00 pm.*

***THAT** the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on December 8, 2026, for the Winter Concert event from 10:00 am to 2:00 pm; and*

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on December 9, 2026, for the Winter Concert event from 12:00 pm to 2:00 pm.

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(g) **Vedder Mountain Challenge Event**

- Report dated September 9, 2026, from Carmen Baker, Administrative Assistant, Communications & Events Coordinator

THAT the Cultus Lake Park Board approve set-up for the Vedder Mountain Challenge event at Cultus Lake Park on May 28, 2027, and approve the event on May 29 and 30, 2027, including use of the Main Beach area between Gazebos B and C for the finish line and participant barbecue;

THAT the Cultus Lake Park Board waive the applicable parking fees for no more than eight (8) volunteer vehicles parked at Main Beach near Gazebos B and C for set-up on May 28, 2027, from 2:00 pm, and for the event on May 29 and 30, 2027, until 9:00 pm on May 30, 2027; and

THAT the Cultus Lake Park Board authorize the event organizer to operate a beverage garden sponsored by Sidekick Brewing for registered Vedder Mountain Challenge participants from 12:00 pm to 3:00 pm on May 29 and 30, 2027, subject to all applicable liquor licensing, permitting, insurance, and park requirements.

(13) REPORTS BY COMMISSIONERS

(14) COMMUNITY ASSOCIATION

(15) PUBLIC QUESTION PERIOD

(16) ADJOURNMENT

THAT the Regular Meeting of the Cultus Lake Park Board held on September 9, 2026, be adjourned.



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, AUGUST 19, 2026

7:00 PM

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

Present

Commissioner K. Dzaman - Chair
Commissioner J. Beesley – Vice Chair
Commissioner E. Jartved
Commissioner T. Moul
Commissioner D. Bauer

Staff

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

Regrets

Manager of Park Operations – T. McKay

(1) CALL TO ORDER

The Chair called the meeting to order at 5:32 pm and acknowledged that we are gathered here today on the traditional, ancestral and unceded territory of the Th'ewa'li First Nations. We are grateful for the hospitality to live, work and play on these lands.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

5821-26

Moved by: Commissioner Bauer Seconded by: Commissioner Jartved

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;

(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act and

(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.

CARRIED

(3) RECONVENE

(4) APPROVAL OF AGENDA

5822-26 Moved by Commissioner Moul Seconded by: Commissioner Jartved

- (a) ***THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of August 19, 2026; and***

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

CARRIED

(5) DELEGATIONS

(6) ADOPTION OF MINUTES

5823-26 Moved by: Commissioner Moul Seconded by: Commissioner Bauer

- (a) ***THAT the Cultus Lake Park Board adopt the Minutes of the Regular Meeting held July 15, 2026.***

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

5824-26 Moved by: Commissioner Beesley Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from June 11, 2026.

THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Meeting Minutes from August 5, 2026.

CARRIED

(8) CORRESPONDENCE

- (a) **Village Centre Redevelopment Project, New Questions**

- Letter received August 5, 2026, from anonymous regarding the Village Centre Redevelopment

5825-26 Moved by Commissioner Bauer Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board receive the anonymous letter dated August 5, 2026 regarding the new questions on the Village Centre Redevelopment.

CARRIED

(9) FINANCE

(10) BYLAWS

(11) CONSENT AGENDA

(a) 2026 Second Quarter Reports

- Finance
- Parking
- Bylaw Compliance and Enforcement
- Public Works
- Sunnyside Campground and Accommodations
- Fire Department
- Lease Assignment
- Parking Waivers

5826-26

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board receive 2026 Second Quarter reports for information.*

CARRIED

(b) Cultus Lake Park Events

- Sunnyside Luau
- Munroe Avenue & Lakeshore Drive Private Block Party
- Private Wedding Shower
- Alder Street Block Party
- Horseshoe Tournament
- Private Birthday Party

5827-26

Moved by: Commissioner Bauer Seconded by: Commissioner Beesley

***THAT** the Cultus Lake Park Board receive the Cultus Lake Park Events reports for information.*

CARRIED

(12) REPORTS BY STAFF

(a) 2025 FireSmart Supports Program

- Report dated August 19, 2026, from Todd McKay, Manager of Park Operations

5828-26

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

***THAT** the Cultus Lake Park Board approve all recommended dates and locations for the planned FireSmart Program activities, the goal is to raise community awareness regarding Cultus Lake Park FireSmart Program and disaster preparedness.*

CARRIED

(b) **Temporary Pruning Application Fee Waived**

- Report dated August 19, 2026, from Todd McKay, Manager of Park Operations

5829-26

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve a temporary waiver of tree pruning application fee in the amount of \$120.00 for FireSmart-related tree pruning applications from August 24, 2026 to November 20, 2026;

THAT the pruning application fee waivers be limited to a specific FireSmart activity and require the Manager of Park Operations approval; and

THAT tree pruning applications involving a substantial amount of removal of a tree's canopy or branch structure be reviewed by the Cultus Lake Park Board's consulting arborist prior to approval.

CARRIED

(c) **Chilliwack Cultural Centre - Music for Cultus Lake**

- Report dated August 19, 2026, from Carmen Baker, Administrative Assistant, Communications & Events Coordinator

5830-26

Moved by: Commissioner Jartved Seconded by: Commissioner Moul

THAT the Cultus Lake Park Board approve the proposed Chilliwack Cultural Centre - Music for Cultus event for November 7, 2026, from 6:00 am to 9:00 am at Main Beach.

CARRIED

(13) REPORTS BY COMMISSIONERS

(a) **Community Events and Engagement Committee Recommendations for Cultus Lake Christmas**

- Report dated August 19, 2026, from John Beesley, Chair, Community Events and Engagement Committee

5831-26

Moved by: Commissioner Moul Seconded by: Commissioner Jartved

THAT the Cultus Lake Park Board approve the recommendation from the Community Events and Engagement Committee for Cultus Lake Christmas to be held on November 21, 2026, from 4:00 pm to 8:00 pm; and

THAT the Cultus Lake Park Board waive the parking fees in Parking Lot A and B and allow parking by donation on Saturday, November 21, 2026.

CARRIED

Vice-Chair, Beesley, agreed to discuss potential funding for the use of equipment with the Community Events and Engagement Committee.

(14) COMMUNITY ASSOCIATION

(15) PUBLIC QUESTION PERIOD

Gary Lister, resident, spoke regarding the Village Centre proposal and raised concerns about whether the Park Board is following the appropriate planning process under Plan Cultus, the Park Act, the Community Charter, and related bylaws. He emphasized that Plan Cultus calls for a holistic review of lands and future development guidelines, and noted that several studies, including feasibility, financial, and traffic studies, have not yet been completed. Chair Dzaman explained that the Board has chosen a staged approach to reduce financial risk to the Park, rather than completing all studies before the final scope of the project is known. He advised that the Board is working with the proponent, Diverse Development, and intends to continue providing information publicly through meetings and frequently asked questions. Gary recommended that the project history and related information be summarized in chronological order for residents.

The discussion also addressed transparency, public access to information, and how the Village Centre project differs from municipally funded civic projects. Commissioner Moul clarified that the Board is not looking to finance the development as a cost to the Park, but rather to provide land in exchange for compensation or rent, making it a revenue-generating opportunity. Gary maintained that residents should have access to studies and due diligence before the project proceeds further. Chair Dzaman acknowledged that the Board will ultimately make the decision, with input from meetings and committees.

Laurel Shears thanked the Park Board for its work on Green Shores and then raised concerns about the condition of Sweltzer Creek. She explained that since bringing the matter forward at the June Board meeting, the issue with milfoil and muck in the creek has grown significantly, now covering approximately 30% of the creek's width. Laurel noted temperature differences between the water and the muck and expressed concern that the problem could worsen if no action is taken. She requested a clear action plan to address the issue.

Staff explained that the request to remove milfoil had been denied because it is considered fish habitat but noted that mats were expected to be placed back in the creek around August 20. It was also noted that garbage or debris could be removed, but the milfoil itself could not. Laurel expressed appreciation that the Board was beginning to consider possible action, while the discussion acknowledged that conditions in the creek remain a concern.

(16) ADJOURNMENT

5832-26

Moved by Commissioner Bauer Seconded by Commissioner Moul

THAT the Regular Meeting of the Cultus Lake Park Board held on August 19, 2026, be adjourned at 7:56 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held August 19, 2026.

Kirk Dzaman
Chair

Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 3900

SUBMITTED BY: Erica Lee
Chief Financial Officer

SUBJECT: 2026 - 2030 Five-Year Financial Plan Amendment

PURPOSE:

To provide the Board with background information and rationale for considering the 2026 - 2030 Five-Year Financial Plan Bylaw No. 1258, 2025, Amendment Bylaw No. 1275, 2026.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board give First, Second and Third Readings of Cultus Lake Park 2026 – 2030 Five-Year Financial Plan Bylaw No. 1258, 2025, Amendment Bylaw No. 1275, 2026.*

DISCUSSION:

The 2026 - 2030 Five-Year Financial Plan Bylaw No. 1258, 2025, was adopted on December 17, 2025. As per Section 165(2) of the *Community Charter*, the Financial Plan may be amended by bylaw at any time.

On May 20, 2026, an amendment was approved to the 2025 - 2029 Financial Plan Bylaw to reflect unspent remaining 2025 budgets carried forward to 2026, as well as a few other necessary changes.

Since the adoption of the First Amendment, a few other adjustments have been identified. Therefore, a second amendment is being requested to reflect additional changes to the 2026-2030 Financial Plan Bylaw.

FINANCIAL IMPLICATIONS:

The amendments proposed include:

Sunnyside- Dept 100

Capital Project

1. Parking Bollards (GL9000 – Project#288)

Request: \$13,500

Parking bollards on Columbia Valley Highway were placed/installed close to Sunnyside Campground which were needed to deter people from parking along this section of highway during the busy season. This was completed following concerns raised regarding public safety alongside the highway and ensuring patrons parked in designated parking stalls.

Therefore, the amendment reflects an increase of \$13,500 in the capital projects budget being funded from the Sunnyside Reserve Fund.

Capital Project

2. Phase 2 Sewer Connection Sunnyside (GL9000 – Project#161)

Request: \$75,000

Approximately \$205,300 (Budget \$450,000) of the 2025 budget remains to complete the second phase of connecting Sunnyside to the sewer system. As part of phase 2 of connecting Sunnyside to the sewer system, a sewer pump upgrade was required for the force main at Sunnyside; this work was done by FVRD and wasn't completed until 2026. Staff are requesting that \$75,000 of the remaining \$205,300 be carried forward to 2026.

Therefore, the amendment reflects an increase of \$75,000 in the capital projects budget being funded from the Sunnyside Reserve Fund.

Community Hall – Dept 850

Funding

3. ICBC Claim – Community Hall Damage

Reimbursement: \$16,000

A vehicle collision caused damage to the Community Hall, resulting in total repair costs of \$26,700. An ICBC claim provided a reimbursement of \$16,000; however, the reimbursement did not cover the full replacement cost because ICBC reduces payouts to account for material depreciation. Staff propose depositing the \$16,000 reimbursement into the Community Hall Reserve to help fund the repair costs. As a result, the amendment reflects an increase of \$16,000 in Community Hall revenue and a corresponding increase of \$16,000 in the allocation to the Community Hall Reserve Fund.

Capital Project

4. Community Hall Roof Repair (GL9000 – Project#63)

Request: \$26,700

The total cost to repair the Community Hall roof was \$26,700. Staff propose funding the repair from the Community Hall Reserve, where the \$16,000 ICBC reimbursement noted above will be allocated. Accordingly, the amendment reflects an increase of \$26,700 to the Community Hall capital projects budget, with the funding to come from the Community Hall Reserve Fund.

General Administration – Dept 700

Capital Project

5. Park Office Furnace Replacement (GL9000 – Project#287)

Request: \$15,600

After the last budget amendment it was discovered that the furnaces in the Park Office building had a crack releasing Carbon Monoxide, and it needed to be replaced to ensure that it did not begin to be unhealthy for staff and visitors. The furnace has therefore been replaced, and staff are looking to take the funds from the Park Office Reserve. Therefore, staff are looking to increase the budget for General Administration capital projects by \$15,600, with additional funding coming from the Park Office Reserve Fund.

FireSmart Grant – Dept 350

Funding

6. FireSmart Grant

Grant: \$123,834

Operating Expenses: \$77,754

Wages and Benefits: \$46,080

Total Expenses \$123,834

Early in 2026, the confirmation of the FireSmart grant was received and the details of what the funds could be used for were determined. Staff are looking to add the funding and corresponding expenses to the budget for better transparency and tracking.

Therefore, the above amendments reflect a total increase of \$123,834 in FireSmart Revenue and a corresponding increase of \$123,834 in expenses, \$77,754 in operating expenses and \$46,080 in wages and benefits, in the FireSmart budget.

FINANCIAL PLAN:

The requests above will have no direct impact on the budgeted surplus as the requests will be funded from applicable Reserves. Therefore, there is no impact to residential or commercial lease rates.

Refer to Schedule "A" for the final draft amended 2026 Financial Plan and Schedule "B" for the final draft amended 2026-2030 Financial Plan. The summary of changes to the 2026 Financial Plan Bylaw are identified in Schedule "C".

LEGAL OR POLICY CONSIDERATIONS:

There are no specific bylaws, policies, agreements, statutory requirements, or legal considerations arising from this report.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

No public communication, stakeholder notification, signage, website update, media messaging, or statutory public notice is required as a result of this report.

ATTACHMENTS:

Schedule A – 2026 Financial Plan

Schedule B – 2026-2030 Financial Plan

Schedule C – Summary of Changes (2026 Financial Plan – Amendment #2)

STRATEGIC PLAN:

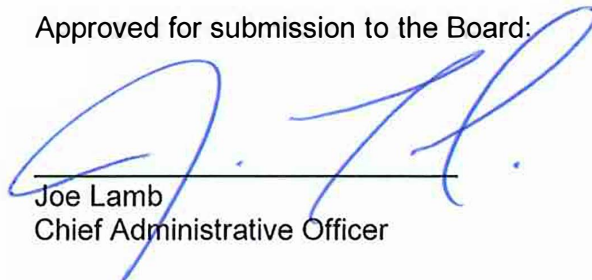
This report does not impact the Board's Strategic Plan Initiative.

Prepared by:



Erica Lee, CPA, CA
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



Cultus Lake Park

2026 - 2030 Five - Year Financial Plan Bylaw No. 1258, 2025 Amendment Bylaw No. 1275, 2026

A Bylaw to amend The Cultus Lake Park Board 2026 - 2030 Financial Plan

The Board for Cultus Lake Park did enact a bylaw cited as "*Cultus Lake Park 2026 - 2030 Five - Year Financial Plan Bylaw No. 1258, 2025*".

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

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

1. TITLE

This Bylaw may be cited for all purposes as "The Cultus Lake Park 2026 - 2030 Five - Year Financial Plan Bylaw No. 1258, 2025 Amendment Bylaw No. 1275, 2026"

2. AMENDMENTS

Schedule "A" titled 2026 Financial Plan and Schedule "B" titled 2026 - 2030 Financial Plan, attached hereto and forming part of this Bylaw, are hereby declared to be the 2026 - 2030 Amended Financial Plan for Cultus Lake Park.

3. EFFECTIVE DATE

READ A FIRST TIME this XX day of XXXX, 2026

READ A SECOND TIME this XX day of XXXX, 2026

READ A THIRD TIME this XX day of XXXX, 2026

ADOPTED this XX day of XXXX, 2026

Kirk Dzaman, 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
2026-2030 Five - Year Financial Plan Bylaw No.
1258, 2025 Amendment Bylaw No. 1275, 2026"

Chief Administrative Officer

CULTUS LAKE PARK
2026 FINANCIAL PLAN

Schedule "A"

	2025 FINANCIAL PLAN	2026 FINANCIAL PLAN	2026 SUNNY- SIDE	2026 COMM LEASE	2026 RESID LEASE	2026 COMM. HALL	2026 VISITOR SERVICES	2026 PUBLIC AREAS	2026 FORESHORE LEASE	2026 VOLUNTEER FIRE DEPT	2026 PUBLIC WORKS	2026 PROTECTIVE SERVICES	2026 GENERAL & ADMIN	2026 CEAC	2026 FIRESMART
REVENUES															
Sunnyside Campground	\$ 4,481,240	\$ 4,696,140	\$ 4,696,140	\$ 917,485	-	-	-	-	-	-	-	-	-	-	-
Commercial Leases	894,410	917,485	-	-	-	-	-	-	-	-	-	-	-	-	-
Residential Leases	1,063,494	1,110,642	-	-	1,110,642	-	-	-	-	-	-	-	-	-	-
Community Hall	11,950	27,950	-	-	-	27,950	-	-	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	230,400	233,800	-	-	-	-	233,800	-	-	-	-	-	-	-	-
Parking/Public Area Revenue	1,156,300	1,186,300	-	-	-	-	-	1,186,300	-	-	-	-	-	-	-
Foreshore Lease	109,000	131,950	-	-	-	-	-	-	131,950	-	-	-	-	-	-
Volunteer Fire Department	315,390	319,330	-	-	-	-	-	-	-	319,330	-	-	-	-	-
Protective Services	185,000	195,000	-	-	-	-	-	-	-	-	-	195,000	-	-	-
General Administration	42,500	42,500	-	-	-	-	-	-	-	-	-	-	42,500	-	-
CEAC	38,040	38,760	-	-	-	-	-	-	-	-	-	-	-	38,760	-
FireSmart	-	123,834	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 8,527,724	\$ 9,023,691	\$ 4,696,140	\$ 917,485	\$ 1,110,642	\$ 27,950	\$ 233,800	\$ 1,186,300	\$ 131,950	\$ 319,330	\$ -	\$ 195,000	\$ 42,500	\$ 38,760	\$ 123,834
EXPENDITURES															
Advertising	\$ 13,500	\$ 13,500	\$ 9,550	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ -	\$ 550	\$ -	\$ -	\$ 1,500	\$ -	\$ -
Audit/Accounting	19,578	27,000	-	-	-	-	-	-	-	-	-	-	27,000	-	-
Board Level Expenses	17,000	17,000	-	-	-	-	-	-	-	-	-	-	17,000	-	-
Building Maintenance/Materials	76,290	77,700	34,780	8,000	-	3,500	7,000	6,700	-	6,500	6,700	1,320	3,200	-	-
Commemorative Benches	1,900	1,900	-	-	-	-	-	1,900	-	-	-	-	-	-	-
Conferences	17,030	17,080	3,330	-	-	-	-	-	-	-	2,750	-	11,000	-	-
Contract Services	580,900	657,164	218,000	-	-	-	-	46,600	-	-	5,000	335,600	22,000	-	29,964
Data Processing	187,100	197,000	52,800	-	-	2,300	3,800	-	-	3,000	3,000	56,100	76,000	-	-
Education & Training	50,040	88,140	4,500	-	-	-	400	-	-	21,820	15,630	3,200	5,000	-	37,590
Election Expenses	-	20,000	-	-	-	-	-	-	-	-	-	-	20,000	-	-
Equipment Maintenance	90,600	97,500	15,900	-	-	-	5,800	6,000	1,700	44,500	21,600	1,000	1,000	-	-
Equipment Fuel	5,370	5,450	550	-	-	-	-	-	800	-	4,100	-	-	-	-
Garbage Collection/Recycle	205,115	212,415	60,500	19,880	106,535	-	-	9,500	-	-	16,000	-	-	-	-
General Maintenance	45,000	45,000	-	-	-	-	-	45,000	-	-	-	-	-	-	-
Grounds Maintenance/Materials	102,000	96,020	45,000	2,800	-	1,000	4,980	-	10,000	500	1,740	-	-	-	-
Insurance - Business	322,200	341,000	67,300	65,500	10,500	15,200	23,600	35,000	23,000	23,600	28,500	13,200	35,600	-	-
Insurance - Vehicles	25,185	27,580	1,120	-	-	-	-	-	100	4,750	20,000	-	1,610	-	-
Janitorial Supplies	50,100	61,000	25,000	-	-	-	7,800	27,200	-	1,000	-	-	-	-	-
Legal/Professional Fees	105,000	105,000	-	-	-	-	-	-	-	-	-	25,000	80,000	-	-
Licenses/Permits/Taxes	67,750	69,050	1,200	-	-	-	-	-	1,100	-	450	66,300	-	-	-
Memberships/Dues/Subscriptions	5,445	6,450	1,200	-	-	-	-	-	-	800	750	-	3,700	-	-
Office Supplies	31,730	33,750	4,400	-	-	-	650	-	-	1,400	3,200	1,200	22,000	900	-
Interest and Bank Charges	5,550	5,550	1,000	-	-	-	-	550	-	-	-	-	4,000	-	-
POS Charges	157,500	202,300	110,000	-	10,500	-	7,300	73,500	-	-	-	-	11,500	-	-
Retail Sales (COGS)	58,050	110,850	110,000	-	-	-	850	-	-	-	-	-	-	-	-
Office Furniture	4,500	4,500	500	-	-	-	-	-	-	-	-	-	4,000	-	-
Postage & Courier	4,000	7,000	-	-	-	-	-	-	-	-	-	-	7,000	-	-
Equipment Rentals	33,900	27,400	-	-	-	-	-	17,400	-	-	-	-	10,000	-	-
Community Wildfire Protection Plan	5,000	5,000	-	-	-	-	-	-	-	-	-	-	5,000	-	-
Printing	7,650	7,650	5,000	-	-	-	250	500	150	-	-	750	1,000	-	-
Public Relations/Promotion	9,390	19,590	3,840	-	-	-	300	-	-	550	-	500	4,000	-	10,200
Roads & Parking	43,300	43,300	8,000	-	-	-	-	35,000	-	-	-	-	-	-	-
Security Systems/Supplies	4,800	4,800	2,000	-	-	-	-	-	-	550	750	-	1,000	-	-
Small Tools/Shop & Safety	26,120	26,120	2,500	-	-	-	-	-	-	4,900	18,720	-	-	-	-
Special Events	61,130	53,780	4,000	-	-	-	-	-	-	-	-	-	-	-	-
Telecommunications	43,030	68,620	19,620	-	-	-	-	12,000	-	-	-	-	-	37,780	-
Utilities	524,815	644,850	528,300	7,710	38,100	200	6,500	8,900	-	9,100	9,700	5,500	18,000	-	-
Landfill	4,500	4,500	2,000	-	-	5,590	25,700	2,500	-	8,290	13,470	1,000	7,790	-	-
Travel & Vehicle Allowance	3,200	3,200	1,200	-	-	-	-	-	-	-	-	-	2,000	-	-

CULTUS LAKE PARK
2026 FINANCIAL PLAN

Schedule "A"

	2025 FINANCIAL PLAN	2026 FINANCIAL PLAN	2026 SUNNY- SIDE	2026 COMM LEASE	2026 RESID LEASE	2026 COMM. HALL	2026 VISITOR SERVICES	2026 PUBLIC AREAS	2026 FORESHORE LEASE	2026 VOLUNTEER FIRE DEPT	2026 PUBLIC WORKS	2026 PROTECTIVE SERVICES	2026 GENERAL & ADMIN	2026 CEAC	2026 FIRESMART
Vehicle Maintenance	45,010	45,810	1,480	-	-	-	-	-	-	15,400	27,810	1,120	-	-	-
Vehicle/Boat Fuel	31,060	31,290	1,020	-	-	-	-	-	-	2,200	25,590	1,680	800	-	-
Wharfs & Foreshore Materials	15,000	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-
Signage	11,200	11,200	2,000	1,200	-	-	500	6,500	1,000	-	-	-	-	-	-
Floats & Buoys	10,000	10,000	-	-	-	-	-	-	10,000	-	-	-	-	-	-
Water System Maintenance/Parts	5,000	5,000	5,000	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 3,137,108	\$ 3,579,009	\$ 1,357,590	\$ 105,090	\$ 155,135	\$ 27,790	\$ 97,830	\$ 364,750	\$ 62,850	\$ 149,410	\$ 225,460	\$ 513,970	\$ 402,700	\$ 38,680	\$ 77,754
WAGES & BENEFITS:															
Commissioners Indemnities	\$ 100,990	\$ 103,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,610	\$ -	\$ -
Management Salaries	463,800	480,080	168,750	-	-	-	-	-	-	6,950	101,840	-	202,540	-	-
Staff Wages	2,288,850	2,423,340	392,700	-	-	-	65,900	-	-	71,350	1,082,870	243,650	520,790	-	45,080
Employee Benefits	779,160	793,940	153,660	-	-	-	17,060	-	-	8,510	352,460	70,240	192,010	-	-
TOTAL PAYROLL	\$ 3,632,800	\$ 3,800,970	\$ 715,110	\$ -	\$ -	\$ -	\$ 82,960	\$ -	\$ -	\$ 86,810	\$ 1,537,170	\$ 313,890	\$ 1,018,950	\$ -	\$ 46,080
TOTAL OPERATING EXPENSES	\$ 6,769,908	\$ 7,379,979	\$ 2,072,700	\$ 105,090	\$ 155,135	\$ 27,790	\$ 180,790	\$ 364,750	\$ 62,850	\$ 236,220	\$ 1,762,630	\$ 827,860	\$ 1,421,650	\$ 38,680	\$ 123,834
Reserve Allocations	1,667,238	1,626,377	669,840	160,257	71,560	26,200	30,880	285,500	119,000	62,020	148,000	2,040	51,000	80	-
Capital Projects	3,345,301	1,517,900	717,100	100,620	35,000	27,320	24,000	254,200	220,300	32,120	59,520	2,500	45,220	-	-
Internal Wage Allocations	-	-	344,790	106,560	446,430	20,990	55,367	470,983	92,200	13,270	(1,409,330)	22,300	(163,560)	-	-
Overhead Expense Allocations	-	-	536,214	313,186	516,435	30,980	-	723,455	304,820	-	(501,300)	(657,200)	(1,266,590)	-	-
TOTAL EXPENDITURES	\$ 11,782,447	\$ 10,524,256	\$ 4,340,644	\$ 785,713	\$ 1,224,560	\$ 133,280	\$ 291,037	\$ 2,098,888	\$ 799,170	\$ 343,630	\$ 59,520	\$ 197,500	\$ 87,720	\$ 38,760	\$ 123,834
SURPLUS/(DEFICIT)	(3,254,723)	(1,500,565)	355,496	131,772	(113,918)	(105,330)	(57,237)	(912,588)	(667,220)	(24,300)	(59,520)	(2,500)	(45,220)	-	-
APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)	3,268,641	1,510,080	717,100	100,620	35,000	27,320	24,000	254,200	220,300	24,300	59,520	2,500	45,220	-	-
UNAPPROPRIATED SURPLUS	\$ 13,918	\$ 9,515	\$ 1,072,596	\$ 232,392	\$ 78,918	\$ 78,010	\$ 33,237	\$ (658,388)	\$ (446,920)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK
2026 - 2030 FINANCIAL PLAN

Schedule "B"

**CULTUS LAKE PARK
2026-2030 Financial Plan Summary**

	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET	TOTAL 2028 BUDGET	TOTAL 2029 BUDGET	TOTAL 2030 BUDGET
REVENUES					
Sunnyside Campground	\$ 4,696,140	\$ 4,828,740	\$ 4,965,440	\$ 5,106,040	\$ 5,250,840
Commercial Leases	917,485	943,605	971,625	1,001,645	1,032,965
Residential Leases	1,110,642	1,147,204	1,173,124	1,199,364	1,225,934
Community Hall	27,950	11,950	11,950	11,950	11,950
Cabin Rentals/Visitor Services	233,800	239,400	239,400	239,400	249,400
Parking/Public Area Revenue	1,186,300	1,216,300	1,246,300	1,276,300	1,306,300
Foreshore Lease	131,950	131,950	131,950	131,950	131,950
Volunteer Fire Department	319,330	325,525	343,810	338,210	542,730
Protective Services	195,000	195,000	195,000	195,000	220,000
General Administration	42,500	42,500	42,500	42,500	42,500
CEAC	38,760	38,990	39,720	40,450	40,690
FireSmart	123,834	-	-	-	-
TOTAL REVENUES	\$ 9,023,691	\$ 9,121,164	\$ 9,360,819	\$ 9,582,809	\$ 10,055,259
EXPENDITURES					
Advertising	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500
Audit/Accounting	27,000	27,500	28,000	28,600	29,200
Board Level Expenses	17,000	17,000	17,000	17,000	17,000
Building Maintenance/Materials	77,700	79,230	80,670	82,220	83,690
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	17,080	17,140	17,200	17,260	17,320
Contract Services	657,164	641,700	656,500	672,700	689,200
Data Processing	197,000	200,000	203,000	206,100	209,200
Education & Training	88,140	51,060	51,580	52,120	52,660
Election Expenses	20,000	-	-	-	25,000
Equipment Maintenance	97,500	99,500	101,500	103,500	105,600
Equipment Fuel	5,450	5,530	5,610	5,700	5,790
Garbage Collection/Recycle	212,415	219,080	221,700	221,900	222,100
General Maintenance	45,000	45,000	45,000	45,000	45,000
Grounds Maintenance/Materials	96,020	97,340	98,670	100,000	101,430
Insurance - Business	341,000	391,485	445,520	507,330	558,330
Insurance - Vehicles	27,580	27,910	28,240	28,570	28,900
Janitorial Supplies	61,000	62,100	63,200	64,300	65,400
Legal/Professional Fees	105,000	127,500	105,000	105,000	105,000
Licences/Permits/Taxes	69,050	70,450	71,850	73,250	74,750
Memberships/Dues/Subscriptions	6,450	6,450	6,450	6,450	6,450
Office Supplies	33,750	34,360	35,480	36,100	36,970
Interest and Bank Charges	5,550	5,600	5,650	5,700	5,750
POS Charges	202,300	208,550	215,000	221,750	228,710
Retail Sales (COGS)	110,850	110,850	110,850	110,850	110,850
Office Furniture	4,500	4,500	4,500	4,500	4,500
Postage & Courier	7,000	7,100	7,200	7,300	7,400
Equipment Rentals	27,400	27,600	27,800	28,000	28,200
Community Wildfire Protection Plan	5,000	5,000	5,000	5,000	5,000
Printing	7,650	7,650	7,650	7,650	7,650
Public Relations/Promotion	19,590	9,390	9,390	9,390	9,390
Roads & Parking	43,300	43,300	43,300	43,300	43,300
Security Systems/Supplies	4,800	4,800	4,800	4,800	4,800
Septic/Sewer System Maintenance	5,000	5,000	5,000	5,000	5,000

CULTUS LAKE PARK
2026 - 2030 FINANCIAL PLAN

Schedule "B"

	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET	TOTAL 2028 BUDGET	TOTAL 2029 BUDGET	TOTAL 2030 BUDGET
Small Tools/Shop & Safety	26,120	26,550	26,990	27,430	27,880
Special Events	53,780	53,810	54,550	55,300	55,590
Telecommunications	68,620	69,550	71,000	71,960	73,430
Utilities	644,850	663,385	682,420	701,865	721,960
Vandalism	4,500	4,500	4,500	4,500	4,500
Travel & Vehicle Allowance	3,200	3,200	3,200	3,200	3,200
Vehicle Maintenance	45,810	46,620	47,440	48,270	49,110
Vehicle/Boat Fuel	31,290	31,520	31,750	31,980	32,220
Wharfs & Foreshore Materials	15,000	15,000	15,000	15,000	15,000
Signage	11,200	11,200	11,200	11,200	11,200
Floats & Buoys	10,000	10,000	10,000	10,000	10,000
Water System Maintenance/Parts	5,000	5,000	5,000	5,000	5,000
SUBTOTAL	\$ 3,579,009	\$ 3,615,410	\$ 3,706,760	\$ 3,827,445	\$ 3,964,030
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 103,610	\$ 106,200	\$ 108,860	\$ 111,580	\$ 114,370
Management Salaries	480,080	491,400	502,990	514,860	527,010
Staff Wages	2,423,340	2,451,710	2,528,330	2,606,960	2,687,660
Employee Benefits	793,940	811,660	830,190	848,740	868,150
TOTAL PAYROLL	\$ 3,800,970	\$ 3,860,970	\$ 3,970,370	\$ 4,082,140	\$ 4,197,190
TOTAL OPERATING EXPENSES	\$ 7,379,979	\$ 7,476,380	\$ 7,677,130	\$ 7,909,585	\$ 8,161,220
<i>Reserve Allocations</i>	1,626,377	1,628,987	1,647,797	1,667,407	1,686,997
Capital Projects	1,517,900	775,600	784,900	1,017,350	1,449,550
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 10,524,256	\$ 9,880,967	\$ 10,109,827	\$ 10,594,342	\$ 11,297,767
<i>SURPLUS/(DEFICIT)</i>	(1,500,565)	(759,803)	(749,008)	(1,011,533)	(1,242,508)
<i>APPROPRIATED SURPLUS</i> (RESERVE ALLOCATIONS)	(1,510,080)	(769,720)	(769,280)	(1,016,300)	(1,253,490)
UNAPPROPRIATED SURPLUS	\$ 9,515	\$ 9,917	\$ 20,272	\$ 4,767	\$ 10,982

CULTUS LAKE PARK
2026 FINANCIAL PLAN
SUMMARY OF CHANGES

Schedule "C"

	2026 FINANCIAL PLAN	2026 SUNNY- SIDE	2026 COMM LEASE	2026 RESID LEASE	2026 COMM. HALL	2026 VISITOR SERVICES	2026 PUBLIC AREAS	2026 FORESHORE LEASE	2026 VOLUNTEER FIRE DEPT	2026 PUBLIC WORKS	2026 PROTECTIVE SERVICES	2026 GENERAL & ADMIN	2026 CEAC	2026 FIRESMART
REVENUES														
Sunside Campground	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Residential Leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Hall	16,000	-	-	-	[3]	-	-	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	-	-	-	-	16,000	-	-	-	-	-	-	-	-	-
Parking/Public Area Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Foreshore Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Volunteer Fire Department	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Protective Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General Administration	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CEAC	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FireSmart	123,834	-	-	-	-	-	-	-	-	-	-	-	-	[6]
TOTAL REVENUES	\$ 139,834	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,834
EXPENDITURES														
Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Audit/Accounting	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Board Level Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Maintenance/Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Commemorative Benches	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract Services	29,964	-	-	-	-	-	-	-	-	-	-	-	-	[6]
Data Processing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Education & Training	37,590	-	-	-	-	-	-	-	-	-	-	-	-	[6]
Election Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Garbage Collection/Recycle	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grounds Maintenance/Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance - Business	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance - Vehicles	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Janitorial Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Legal/Professional Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Licences/Permits/Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Memberships/Dues/Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest and Bank Charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-
POS Charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail Sales (COGS)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Postage & Courier	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Wildfire Protection Plan	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Relations/Promotion	10,200	-	-	-	-	-	-	-	-	-	-	-	-	[6]
Roads & Parking	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Security Systems/Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Small Tools/Shop & Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Telecommunications	-	-	-	-	-	-	-	-	-	-	-	-	-	-

CULTUS LAKE PARK
2026 FINANCIAL PLAN
SUMMARY OF CHANGES

Schedule "C"

	2026 FINANCIAL PLAN	2026 SUNNY- SIDE	2026 COMM LEASE	2026 RESID LEASE	2026 COMM. HALL	2026 VISITOR SERVICES	2026 PUBLIC AREAS	2026 FORESHORE LEASE	2026 VOLUNTEER FIRE DEPT	2026 PUBLIC WORKS	2026 PROTECTIVE SERVICES	2026 GENERAL & ADMIN	2026 CEAC	2026 FIRESMART
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vandalism	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Vehicle Allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle/Boat Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wharfs & Foreshore Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Signage	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Floats & Buoys	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Water System Maintenance/Parts	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 77,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,754
WAGES & BENEFITS:														
Commissioners Indemnities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Staff Wages	46,080	-	-	-	-	-	-	-	-	-	-	-	-	46,080
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL PAYROLL	\$ 46,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,080
TOTAL OPERATING EXPENSES	\$ 123,834	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,834
Reserve Allocations	16,000	-	-	-	16,000	-	-	-	-	-	-	-	-	-
Capital Projects	130,800	88,500	-	-	26,700	-	-	-	-	-	-	15,600	-	-
Internal Wage Allocations	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Overhead Expense Allocations	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 270,634	\$ 88,500	\$ -	\$ -	\$ 42,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,600	\$ -	\$ 123,834
SURPLUS/(DEFICIT)	(130,800)	(88,500)	-	-	(26,700)	-	-	-	-	-	-	(15,600)	-	-
APPROPRIATED SURPLUS	130,800	88,500	-	-	26,700	-	-	-	-	-	-	15,600	-	-
(RESERVE APPROPRIATIONS)														
UNAPPROPRIATED SURPLUS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

- [1] \$13,500 - Parking Bollards
[2] \$75,000 - Sewer Upgrades Sunnyside
[3] \$16,000 - ICBC Funding for Community Hall
[4] \$26,700 - Community Hall Roof Repair
[5] \$15,600 - Park Office Furnace
[6] \$123,834 - FireSmart Grant and Expenses



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 8100

SUBMITTED BY: Carmen Baker
Administrative Assistant, Communications & Events Coordinator

SUBJECT: Mackie and West Wedding Event

PURPOSE:

The purpose of the report is to provide the Board with information pertaining to the Mackie and West Wedding event that will be held on September 12, 2026.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Mackie and West Wedding Event report for information.*

DISCUSSION:

The Private Wedding event will welcome approximately 60 guests to the grass area behind the Parks office on Saturday, September 12, 2026, from 2:30 pm. to 5:30 pm. The event is intended to be a small private gathering for friends, and family and is expected to remain limited to the approved event area for the duration of the event. The applicant has been made aware that paid parking is in effect, no parking waivers are being requested. They will utilize parking lots A & B. An event permit will be issued to the applicant.

No road closures are required for this event, and no significant impacts to public access or regular park operations are anticipated. Staff will continue to coordinate with the event organizer to ensure all applicable event requirements are met, including appropriate site use, guest management, and compliance with Cultus Lake Park policies and bylaws.

The organizers will be required to provide Comprehensive General Liability Insurance in an amount of not less than \$5,000,000, naming Cultus Lake Park as an Additional Insured, and to pay all applicable fees.

FINANCIAL IMPLICATIONS:

There are no direct financial implications to the Cultus Lake Park Board associated with this report. Any applicable event fees would be paid by the event organizers in accordance with Event Bylaw No. 1255, 2025, and any related staff coordination would be managed within existing operating resources.

LEGAL OR POLICY CONSIDERATIONS:

This matter is subject to Event Bylaw No. 1255, 2025, which governs event approvals, park use requirements, and applicable fees within Cultus Lake Park. No additional policies, agreements, or legal requirements have been identified as applying to this request in this report.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

The event will be added to the Parks event calendar as a private event hosted at the grassy area new Gazebo C. No broader public notice or media communications were required.

ATTACHMENTS:

N/A

STRATEGIC PLAN:

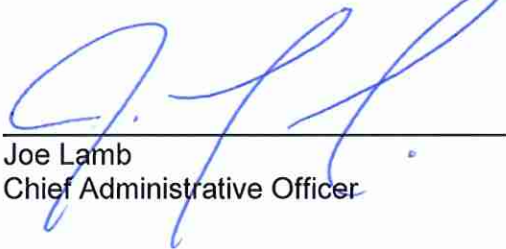
This report does not directly support a specific Strategic Plan priority, initiative, or objective, as it relates to the consideration of a single private event request and associated operational compliance requirements.

Prepared by:



Carmen Baker
Administrative Assistant, Communications
& Events Coordinator

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE: 0550**

SUBMITTED BY: Joe Lamb,
Chief Administrative Officer

SUBJECT: Village Centre Redevelopment Project — Status Update

PURPOSE:

The purpose of this report is to provide the Board and the public with a consolidated account of:

The history and policy basis of the Village Centre initiative; public and community engagement undertaken to date; the planning and procurement work completed; the present status of the project; the financial and environmental context in which the project is being considered; the Board's staged approach to managing financial, environmental, development and regulatory risk; matters that have been decided and matters that remain undecided; technical and regulatory work that remains to be completed; and future opportunities for public information, engagement and Board decision-making.

This report is intended to provide a common record for all leaseholders, residents, businesses, visitors and other interested parties.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the report titled Village Centre Redevelopment Project — Status Update;

THAT the report and supporting public documents be maintained on the Cultus Lake Park Village Centre project webpage as the Board's consolidated public information record for the project; and

THAT staff continue to provide public project updates when material milestones, studies, proposed financial commitments, regulatory processes, or future Board decision points are reached.

DISCUSSION:

The Village Centre concept is not a new initiative of the Board. A Village Centre was contemplated in earlier Park planning dating back to the 1997 Park Plan. A multi-year planning process later resulted in adoption of Cultus Lake Park Plan Bylaw No. 1080, 2016 (PlanCultus) on January 18, 2017. PlanCultus provides the Board's current land-use planning framework and identifies the Village Centre for mixed-use planning. PlanCultus guides the Board but does not itself authorize or require the Board to proceed with any particular project.

In 2021, the Board established the Village Centre Planning and Development Committee (VCPDC) to provide recommendations regarding the potential redevelopment of the existing plaza. The Terms of Reference expressly directed the Committee to consider commercial, community, multi-family residential and parking uses; development costs and potential revenues; service and infrastructure requirements; leases or purchase structures; community input; and consistency with PlanCultus. The Committee was structured to include Commissioners and multiple members of the public, with all recommendations requiring subsequent Board authority.

Beginning in 2022, the Board engaged Urban Systems to undertake a more detailed Village Centre planning and public-engagement process. The resulting work included community engagement, a market assessment, planning analysis, conceptual planning and policy development. The final Village Centre Plan was prepared by Urban Systems in October 2024 following a two-year collaborative planning process.

The Board subsequently approved a Request for Proposals in April 2025 to test the development market and seek a qualified development partner. The RFP did not constitute approval of a development and expressly stated that it created no contractual or legal obligation on the Park Board. Its purpose was to select a preferred proponent with whom the Board could negotiate a possible agreement.

Following the RFP process, Diverse Properties was selected as the preferred proponent and exclusive negotiations were authorized. The selection of a preferred proponent did not constitute final development approval. As of the most recent published project information reviewed for this report, no final development approval has been granted and significant technical, financial, regulatory and public-process steps remain.

The Board's approach can therefore be understood as a staged-risk process: progressively obtaining more information and market participation before considering significant or irreversible commitments. Whether an acceptable development ultimately results from that process remains subject to future information, negotiations, regulatory requirements and Board decisions.

GOVERNANCE MANDATE

Section 3(2) of the *Cultus Lake Park Act* states that the mandate of the Board is the use, regulation, protection, management, maintenance and improvement of Cultus Lake Park. Section 12 further authorizes the Board to pass bylaws for those purposes, and s.14 provides additional powers respecting improvements, facilities, businesses and public uses within the Park.

Accordingly, the Board's responsibility is broader than maintaining existing assets in their present condition. It includes balancing preservation and environmental protection with long-term management, maintenance, improvement, public use and financial sustainability.

The Village Centre project must therefore be evaluated against the Board's complete statutory mandate rather than any single objective in isolation.

PLANNING AND POLICY HISTORY

1997 — Earlier Park planning

The 1997 Cultus Lake Park Plan identified development of a Village Centre as part of the Park's longer-term planning direction. The February 2026 Town Hall presentation summarized this historical foundation and showed that the Village Centre concept predates both the current Board and the present VCPDC process.

2009–2017 — Future planning and PlanCultus

The Future Plan Advisory Committee and subsequent PlanCultus process involved several years of planning, consultation and policy development. The February 2026 Town Hall chronology identifies public meetings and consultation through this period.

PlanCultus itself records extensive community engagement, including consultation with the community, stakeholders and First Nations, more than 580 survey responses during its development, a June 2016 Open House and Town Hall attended by more than 150 people, and a later Public Hearing attended by more than 100 people.

The Board adopted PlanCultus as Bylaw No. 1080 on January 18, 2017. Section 4 provides that:

- the Plan guides the Board in exercising its powers;
 - the Plan does not itself commit or authorize the Board to proceed with any project specified in it; and
 - bylaws and works undertaken by the Board must be consistent with the Plan.
- PlanCultus also states that it should be reviewed approximately every five years, or as justified by new circumstances. That wording establishes an intended review cycle; it does not state that the bylaw automatically expires after five years.

2021 — Village Centre Planning and Development Committee

The VCPDC was established in 2021 as a Select Committee to make recommendations to the Board concerning potential Village Centre redevelopment. Its mandate included design, infrastructure, costs, revenues, community input and PlanCultus considerations. Membership provided for two Commissioners and two or more—and up to eight—members of the public. The Committee had no independent authority to financially encumber the Board or approve development; its recommendations required Board authorization.

Committee records from February and March 2021 show that questions concerning housing, community character, transportation, access, infrastructure and the purpose of redevelopment were already being discussed at that time.

VILLAGE CENTRE PLANNING AND PUBLIC ENGAGEMENT

In summer 2022, the Board commenced the detailed Village Centre planning process that resulted in the 2024 Urban Systems Village Centre Plan. Urban Systems describes the process as a two-year collaborative exercise informed by technical studies and engagement with community members, stakeholders and visitors.

The documented engagement included:

December 13, 2022 — Virtual Community Meeting

More than 50 participants attended the project introduction and participated in facilitated discussions concerning their relationship with Cultus Lake, existing use of the plaza and priorities for its future.

March 27–April 24, 2023 — Community Survey

A total of 483 responses were received. Of respondents, 68% identified as full-time residential leaseholders and 30% as part-time residential leaseholders.

June 20, 2023 — Community Open House

More than 90 community members attended. The meeting included a project presentation, moderated question-and-answer period and interactive engagement boards. Feedback was subsequently used in conceptual planning and policy development.

August 7, 2024 — Second Community Open House

Eighty-five community members attended along with Board, VCPDC, staff and Urban Systems representatives. The project team presented work completed to date and sought input on the draft vision, guiding principles and policy direction.

February 11, 2026 — Town Hall

The Board presented the history, project timeline, community goals, financial context and then-current development pathway. The Park reports that approximately 150 people participated in person or remotely. The uploaded presentation illustrates the long planning chronology, staged development process, environmental and community objectives, asset-management context and financial-sustainability goals presented publicly at that meeting.

Public input has identified both opportunities and concerns. Documented concerns include infrastructure capacity, traffic, parking, environmental integrity, community character, financial exposure and potential residential growth. Documented priorities include preservation of the natural environment and community character, local businesses, improved active transportation, year-round amenities and community gathering space.

Those concerns are reflected in the seven guiding principles adopted for Village Centre planning:

1. Preserve and enhance community character;
2. Respect the cultural history and identity of Cultus Lake;
3. Champion environmental protection and sustainability;
4. Promote safe and accessible connections;
5. Support small, local businesses;
6. Foster social interaction through community gathering spaces; and
7. Ensure long-term financial sustainability.

TECHNICAL AND PLANNING WORK COMPLETED TO DATE

It is important to distinguish between a formal project feasibility study and the technical and planning work that has already been undertaken.

The Urban Systems Village Centre Plan records that separate studies contributing to the planning analysis included an infrastructure plan update, a water-system integration plan involving Cultus Lake and the Fraser Valley Regional District, and a geotechnical study. Those studies provided baseline information concerning current site functionality and constraints.

The Village Centre planning process also included market analysis, conceptual planning, policy development and public-engagement analysis.

At the same time, the Board has publicly acknowledged that no single formal Pre-Feasibility or Feasibility Study for the proposed redevelopment had been completed as of the Board's 2026 public responses.

Both statements are therefore true:

A formal comprehensive project feasibility study has not yet been completed; and significant planning, technical, market and public-engagement work has nevertheless been completed.

PROCUREMENT AND SELECTION OF A DEVELOPMENT PARTNER

On April 16, 2025, the Board approved the final Village Centre Redevelopment RFP and directed the CAO to post it. The RFP was posted publicly through BC Bid and the Park's website, with a September 30, 2025, closing date.

The RFP required proponents to demonstrate development experience and financial capacity. It required a letter from the proponent's accounting firm or financial institution confirming financial capability to undertake a development of the magnitude proposed, as well as information concerning the financial viability of previous projects.

The RFP also required a financial plan including estimated design and construction costs and identification of any financial contribution sought from the Park Board. Importantly, the RFP expressly stated that the Board had not approved a project budget and that project costs and financial arrangements would be subject to negotiation and future annual budget approvals.

At the December 10, 2025, closed meeting, the Board selected Diverse Properties as preferred proponent and authorized exclusive negotiations. That decision was subsequently reported publicly in January 2026.

Selection of a preferred proponent should not be confused with approval of a final development. The RFP expressly states:

Nothing in the RFP creates a contractual or other legal obligation on the Park Board, and the negotiated agreement, when executed, is the source of contractual obligations relating to the project. The RFP further reserves the Board's ability to cancel the RFP process and reject proposals.

THE BOARD'S STAGED-RISK APPROACH

The Village Centre process can be understood as a series of progressively more detailed stages rather than a single irreversible capital-project approval.

<u>Stage</u>	<u>Purpose</u>	<u>Status</u>
1. Policy and long-range planning	Identify long-term land-use direction and community objectives	Completed / ongoing policy framework
2. Community and site planning	Understand community priorities, market considerations and baseline site constraints	Substantially completed for planning purposes
3. Market testing through RFP	Determine whether a qualified development partner is willing and capable of pursuing the opportunity	Completed
4. Preferred proponent	Identify a development partner	Completed

<u>Stage</u>	<u>Purpose</u>	<u>Status</u>
selection	with whom detailed negotiations can occur	
5. Detailed negotiations and project definition	Develop an acceptable scope, financial structure, land-tenure arrangement and risk allocation	Current / pending confirmation
6. Project-specific due diligence	Complete technical, environmental, transportation, servicing, archaeological, geotechnical and financial analysis	Required before applicable future approvals / implementation
7. Regulatory and public processes	Address zoning, development approvals, permits and further community and First Nations engagement	Future
8. Final commitments and implementation	Board considers whether resulting project terms and approvals are acceptable	Not finally approved

These stages may overlap and should not be interpreted as a rigid construction schedule.

The essential governance principle is that information, cost and risk become more specific as the proposal becomes more specific.

The RFP supports this approach. It did not require detailed development plans at the proposal stage. Instead, it anticipated that the selected proponent would subsequently undertake defined project studies and prepare detailed plans as the proposed development is advanced.

FUTURE TECHNICAL AND DUE-DILIGENCE REQUIREMENTS

The rezoning process identifies significant project-specific work expected from the development process, subject to the terms of a negotiated agreement. This includes:

- Archaeological overview assessment;
- Phase 1 environmental site assessment;
- Environmental impact assessment;
- Geotechnical assessment;
- Traffic impact assessment / transportation demand-management plan;
- Topographic survey;
- Other studies as required;
- Architectural and site plans;
- Landscape and parking plans;
- Water, sanitary, stormwater and utility servicing plans;
- Required zoning and development approvals;
- Development and building permits;
- Land-tenure and subdivision requirements;
- Further community engagement; and
- Engagement with First Nations.

The scope and results of that work are important because they will provide information needed to evaluate whether a future development proposal is technically, environmentally, financially and operationally acceptable.

FINANCIAL AND ASSET-MANAGEMENT CONTEXT

The Village Centre is being considered within a broader financial and infrastructure context affecting the entire Park.

The 2024 Asset Management Plan prepared by Urban Systems estimated the like-for-like replacement value of the Board’s existing assets at approximately \$45.8 million in 2024 dollars.

Using industry-standard expected service lives, the Asset Management Plan calculated an Average Annual Lifecycle Investment of approximately \$1.4 million per year to provide for eventual replacement of existing assets.

The same plan identified approximately \$40.4 million of total funding needed over ten years when existing asset renewal needs, new or improved asset requirements, retirement obligations and other identified needs were combined. Against projected reserves and reserve growth, the plan calculated an estimated ten-year funding deficit of approximately \$29.4 million. Urban Systems concluded that this indicated a need for significant capital funding and recommended consideration of the extent to which development should bear costs compared with existing residents.

Identified responsibilities include landfill closure, reservoir decommissioning, septic-field remediation and wildfire-risk work, in addition to future renewal of existing Park assets.

These figures provide context for the Board’s interest in strengthening long-term revenue and capital capacity. They do not establish that any particular Village Centre proposal should automatically proceed.

The financial objective is instead to determine whether a potential development can contribute positively to the Park’s long-term sustainability without creating an unacceptable financial burden or risk for the Park and its leaseholders.

The February 2026 Town Hall presentation similarly identified long-term financial sustainability, strengthening the user base, additional lease revenue, year-round economic activity, maintenance or enhancement of services and diversification of housing opportunities among the objectives being considered.

DECISIONS MADE AND DECISIONS NOT YET MADE

For clarity, the present public record can be summarized as follows:

<u>What has occurred</u>	<u>What has yet to be finally determined</u>
Long-term Village Centre planning has occurred	Final development design
PlanCultus provides policy direction	Final number or type of residential units
VCPDC has provided multi-year recommendations	Final commercial composition
Community engagement has occurred	Final parking and traffic solution
Urban Systems prepared the Village Centre Plan	Final environmental mitigation measures

What has occurred

Market and planning analysis has occurred

An RFP was issued

Diverse Properties was selected as preferred proponent

Exclusive negotiations were authorized

Further technical work is contemplated

Public project information continues to be published

What has yet to be finally determined

Final servicing requirements

Final project cost

Final Park financial contribution, if any

Final allocation of financial and development risk

Final land-tenure terms

Final regulatory approvals

Final Development agreements

Final decision to construct a development

The Board should update this table whenever material decisions are made.

CLARIFICATION OF RECURRING PUBLIC QUESTIONS

Does PlanCultus require the Board to construct the Village Centre?

No. Section 4(b) of Bylaw No. 1080 expressly states that PlanCultus does not commit or authorize the Board to proceed with a project specified in the Plan. At the same time, s.4(a) provides that the Plan guides the Board in exercising its powers and s.4(c) requires Board bylaws and works to be consistent with the Plan.

The Board is therefore responsible for deciding whether and how to investigate or implement projects consistent with PlanCultus.

Is PlanCultus no longer valid because it has not been replaced every five years?

PlanCultus states that it should be reviewed approximately every five years, or as justified by new circumstances. The Plan does not state that it expires automatically at the end of five years.

A future review of PlanCultus may nevertheless be appropriate as circumstances evolve and would provide another opportunity for broad community input.

Did the current members of the Board originate the Village Centre project?

The documented history shows that the Village Centre concept predates the present Board term, appears in earlier Park planning and was being actively considered by the VCPDC beginning in 2021.

The Board is nevertheless accountable for the decisions it has made during its term to continue evaluating the opportunity and will be accountable for any future decisions it makes regarding the project.

Has a formal feasibility study been completed?

No formal comprehensive Pre-Feasibility or Feasibility Study for the redevelopment had been completed as of the Board's most recent published 2026 project information.

However, the absence of a document bearing that title should not be interpreted as an absence of planning, analysis or due diligence. Separate infrastructure, water-integration and geotechnical work,

market analysis, public engagement and conceptual planning have been completed. Additional project-specific studies are expressly contemplated as part of the development process.

Has the Village Centre development already been approved?

No final development approval is identified in the current public project record. The selection of Diverse Properties established a preferred proponent for negotiations; it did not itself approve construction. The RFP expressly states that it did not create a contractual or legal obligation on the Board.

Is the developer assuming all financial risk?

It would be premature to make that statement.

The RFP was structured to require a financially capable proponent and places significant development responsibilities on the future developer. However, the RFP also expressly contemplated proponents identifying requested Park Board financial contributions and stated that financial responsibilities would be addressed through negotiations and future budget approvals.

The appropriate statement at this stage is that the process is intended to identify, minimize and appropriately allocate financial and development risk before the Board makes final commitments.

ENVIRONMENTAL STEWARDSHIP

Environmental protection is both part of the Board's statutory mandate and one of the Village Centre Plan's seven guiding principles.

The Village Centre Plan states that the health of the Park's natural environment, including the lake and green spaces, is to be prioritized and that future development should minimize ecological footprint and mitigate negative impacts to the broader Park ecosystem.

Project-specific environmental assessment has not been finally completed. The RFP therefore anticipates further environmental site and impact assessments, geotechnical work, stormwater and servicing plans, and other studies as required.

The environmental question is consequently not simply whether development occurs, but whether any proposed development can ultimately satisfy the environmental standards, mitigation requirements and community principles the Board has established.

TRANSPARENCY AND FUTURE PUBLIC INFORMATION

Transparency does not require that every question produces a separate new project decision or individualized staff report. It does require that the Board maintain an accurate and accessible public record of material information.

Going forward, the Village Centre project webpage should operate as the primary public information source and should be updated at meaningful project milestones.

Future updates should identify:

What has changed; what information has become available; what remains unknown; what decision is being requested of the Board; what financial implications are known; what environmental or technical

work has been completed; what regulatory processes remain; and what opportunities exist for further public input.

Where a factual error is identified in the Board's public information, it should be corrected transparently.

Where a question has already been answered by the existing public record, members of the public can be directed to the applicable report rather than requiring staff to recreate the answer.

Where materially new information is presented that could affect the project, it should be assessed on its merits through the appropriate administrative and Board process.

This approach maintains meaningful transparency while allowing staff and the Board to allocate public resources according to the material needs and decision points of the project itself.

NEXT DECISION POINTS

The next material decision points should be driven by the actual progress of negotiations and due diligence rather than by a predetermined construction outcome.

Before the Board makes a significant or binding project commitment, it should have sufficient information appropriate to that stage concerning:

Financial terms and Park exposure; allocation of risk; expected long-term revenue and costs; land-tenure arrangements; environmental findings; transportation impacts; servicing and infrastructure requirements; regulatory requirements; consistency with PlanCultus and the Village Centre guiding principles; and the results of further public and First Nations engagement where required. If those requirements cannot be satisfactorily addressed, the staged process allows the Board to reconsider, modify or decline to proceed.

CONCLUSION

The Village Centre initiative has developed over many years through Park planning, committee work, professional analysis, community engagement and procurement.

The current process should not be characterized as a completed capital project or an approved development. It is more accurately described as a staged planning, procurement, negotiation and due-diligence process intended to determine whether an acceptable redevelopment can be achieved.

The Board's responsibility is to continue evaluating that opportunity against its statutory mandate to use, regulate, protect, manage, maintain and improve Cultus Lake Park while considering environmental stewardship, community character, financial sustainability and the interests of present and future users of the Park.

Continuing transparency is best achieved by maintaining a reliable public record, acknowledging what is known and what remains undecided, publishing material studies and decisions when appropriate,

and ensuring that future commitments are made only when the Board has sufficient information to make an informed decision.

No final development outcome should be presumed by this report.

Key Public Source Documents

- The Cultus Lake Park Act
- Cultus Lake Park Plan Bylaw No. 1080, 2016 — PlanCultus
- Village Centre Planning and Development Committee Terms of Reference and public meeting records
- Urban Systems, Cultus Lake Park Village Centre Plan, October 2024
- Urban Systems, Cultus Lake Park Board Asset Management Plan, October 2024
- Cultus Lake Park Village Centre Redevelopment Request for Proposals, April 2025
- January 21, 2026 Village Centre RFP Award public report
- February 11, 2026 Cultus Lake Park Board Town Hall materials
- 2026 Village Centre public Questions and Answers / Frequently Asked Questions

FINANCIAL IMPLICATIONS:

There are no immediate financial implications associated with receiving this report for information. The Village Centre Redevelopment Project remains in a staged planning, negotiation, and due-diligence process, and the Board has not yet approved a final project budget, Park financial contribution, borrowing decision, or binding construction commitment.

Future financial implications may arise if the Board is later asked to consider a negotiated agreement, land-tenure arrangement, servicing or infrastructure contribution, development-related cost, or other financial commitment. Any such implications should be brought forward through a future Board report and considered through the appropriate budget or approval process.

The project should be evaluated within the broader context of the Park's long-term asset-management challenges, including significant infrastructure renewal needs and the estimated ten-year funding deficit identified in the 2024 Asset Management Plan. The key financial question is whether the redevelopment can support long-term financial sustainability without creating unacceptable financial burden or risk for the Park, leaseholders, residents, or users.

LEGAL OR POLICY CONSIDERATIONS:

There are no immediate legal or policy implications arising from receiving this report for information. The Village Centre Redevelopment Project remains subject to the Board's statutory authority under the *Cultus Lake Park Act* and must be considered within the policy framework established by PlanCultus, adopted as Cultus Lake Park Plan Bylaw No. 1080, 2016.

PlanCultus provides policy guidance for Village Centre planning, but it does not require or authorize the Board to proceed with a specific development. Any future development approvals, bylaws, agreements, permits, regulatory processes, financial commitments, or construction decisions would require the appropriate legal, policy, public, regulatory, and Board approval processes before proceeding.

At this stage, no final development approval, binding agreement, or construction commitment has been made.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

There are no statutory public notice requirements associated with receiving this report for information. However, given the significant public interest in the Village Centre Redevelopment Project, continued clear and consistent communication remains important.

ATTACHMENTS:

N/A

STRATEGIC PLAN:

This report supports the Cultus Lake Park Board Strategic Plan by advancing the Board's priorities around long-term planning, financial sustainability, responsible asset management, environmental stewardship, community engagement, and transparent governance.

Prepared by:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 0550

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

SUBJECT: Amendment to 2026 Regular Board Meeting Schedule

PURPOSE:

To request that the Cultus Lake Park Board approve a revision to the 2026 Regular Board Meeting Schedule by cancelling the Regular Board Meeting scheduled for October 14, 2026, and adding a Regular Board Meeting on December 2, 2026.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board cancel the Regular Board Meeting scheduled for Wednesday, October 14, 2026;*

***THAT** the Cultus Lake Park Board approve a Regular Board Meeting to be held on Wednesday, December 2, 2026, for the purpose of presenting the Draft 2027 – 2031 Cultus Lake Five – Year Financial Plan; and*

***THAT** staff be directed to provide public notice of the revised 2026 Regular Board Meeting Schedule in accordance with the Cultus Lake Park Board Procedures Bylaw No. 1233, 2023, as amended.*

BACKGROUND:

The 2026 Regular Board Meeting Schedule includes a Regular Board Meeting on Wednesday, October 14, 2026. In accordance with the Cultus Lake Park Board Procedures Bylaw No. 1233, 2023, as amended, the Board may revise the annual schedule of Regular Board Meetings by cancelling, rescheduling, or changing the time or location of a meeting. The Procedure Bylaw further provides that, in the year of a general local election, no meeting will be held between the last day of the nomination period and general voting day.

The nomination period for the 2026 Cultus Lake Park Board election closes on September 11, 2026, and general voting day is scheduled for October 17, 2026. As October 14, 2026, meeting falls within this period, staff recommend that the meeting be cancelled and the annual meeting schedule be revised accordingly.

DISCUSSION:

Staff recommend that the Regular Board Meeting scheduled for October 14, 2026, be cancelled due to the timing of the 2026 general local election. To support the Board's annual budget process and provide an opportunity for public consultation, staff further recommend that a Regular Board Meeting be added on Wednesday, December 2, 2026.

This meeting would provide an additional opportunity to present the Draft 2027 – 2031 Cultus Lake Five – Year Financial Plan; and materials to be presented for 1st, 2nd readings and public consultation.

The Regular Board Meetings are scheduled for December 9, 2026, and December 18, 2026. The December 9 meeting is anticipated to support third reading of the financial plan bylaw, with final reading anticipated for December 18, 2026.

FINANCIAL IMPLICATIONS:

There are no direct financial implications associated with cancelling the October 14, 2026, Regular Board Meeting or adding the December 2, 2026, Regular Board Meeting. Any costs associated with meeting administration and public notice are included within existing operating budgets.

LEGAL OR POLICY CONSIDERATIONS:

The proposed amendment to the 2026 Regular Board Meeting Schedule is consistent with the Cultus Lake Park Board Procedures Bylaw No. 1233, 2023, as amended, which permits the Board to revise the annual schedule of Regular Board Meetings by cancelling, rescheduling, or changing the time or location of a meeting. The cancellation of the October 14, 2026, meeting also supports compliance with the bylaw provision that no meeting be held between the last day of the nomination period and general voting day in the year of a general local election. Public notice of the revised meeting schedule must be provided in accordance with the Procedure Bylaw.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

If approved, staff will post notice of the revised 2026 Regular Board Meeting Schedule on the Cultus Lake Park website and at the Park Administration Building in accordance with the Cultus Lake Park Board Procedures Bylaw No. 1233, 2023, as amended.

ATTACHMENTS:

NA

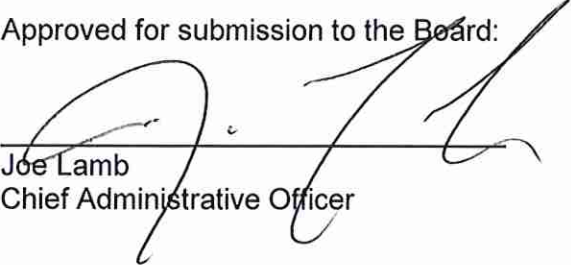
STRATEGIC PLAN:

This report supports effective governance, public accountability, and transparent financial planning by ensuring the Board's meeting schedule aligns with procedural requirements and supports the annual budget process.

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: September 9, 2026 **FILE:** 0550

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

SUBJECT: Remembrance Day Wreaths

PURPOSE:

The purpose of this report is to provide the Board with advance notice to support the timely coordination and purchase of Remembrance Day wreaths, and to designate two Board members to attend and lay wreaths at the Vedder and Chilliwack Cenotaphs on November 11, 2026, following the October 17, 2026, election. At November 18, 2026, Inaugural Meeting, the newly appointed Board may confirm the Board representatives who will attend the ceremonies and lay the wreaths. This report also recognizes the participation and support of members of the Cultus Lake Fire Department.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board authorizes the purchase of three (3) # 20 wreaths to be laid at the Remembrance Day Ceremony on November 9, 2026.*

DISCUSSION:

Historically, the Cultus Lake Park Board has supported the Royal Canadian Legion Branch through the purchase of Remembrance Day wreaths in honor of members of the armed forces who have sacrificed their lives in service to Canada. For 2026, the Board is being asked to authorize the purchase of three (3) #20 wreaths. Staff can connect with new designated Board members to arrange who would like to place the wreaths at the Vedder and Chilliwack Cenotaphs on November 11, 2026.

In addition, the Cultus Lake Fire Chief and members of the Cultus Lake Fire Department are expected to participate in the Remembrance Day ceremony and lay a wreath at the Vedder Cenotaph. Funds raised through the purchase of wreaths support local Veterans, their dependents, and the broader community.

FINANCIAL IMPLICATIONS:

There is a minor financial implication associated with the purchase of three (3) #20 Remembrance Day wreaths. Total amounts are \$375.00.

LEGAL OR POLICY CONSIDERATIONS:

There are no legal or policy implications associated with this report.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

There are no communications or public notice implications associated with this report.

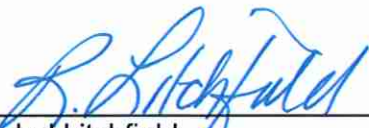
ATTACHMENTS:

NA

STRATEGIC PLAN:

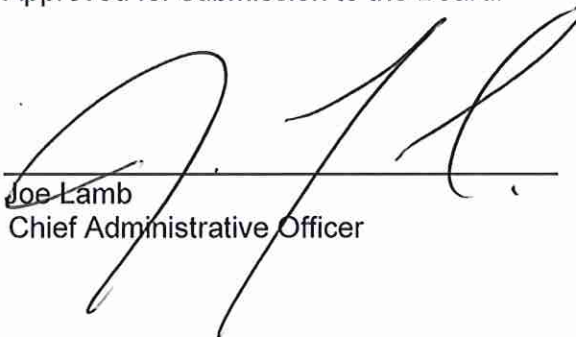
This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:



Rachel Litchfield
Manager of Corporate Services /
Corporate Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



Royal Canadian Legion
Branch 295 Chilliwack - Vedder
5661 Vedder Road,
Chwk, BC V2R 3N5
Tel: (604) 858-3600
Email: rclbr295@shaw.ca

Website:
sites.google.com/view/rcl295/home

Facebook: facebook.com/rcl295

Dear Sir/Madam

Our annual poppy campaign is upon us once again. All funds raised go to assisting local Veterans and their families and or dependents, as well as our community.

We would appreciate it if you would like to purchase a wreath, if you could please fill out the form below and return it to us at our address above or email us at rclbr295@shaw.ca.

Cut off for wreaths will be Nov 6th

Please see the attached photos should you wish to purchase a wreath.

There will be two services this year

One at Chilliwack Cenotaph and the other at Sardis All Sappers Cenotaph

Do you wish to have the Legion retain and take to

Chilliwack Cenotaph _____ All Sappers Cenotaph _____ Pick up _____

Wreath # 8 \$60.00 Wreath # 14 \$85.00 Wreath # 20 \$125.00

Wreath # 24 \$185.00 Wreath Cross #35 \$85.00

Number# _____ Price \$ _____ Payment Enclosed _____ Invoice _____

Do you wish a poppy box at your establishment Yes _____ No _____

Name or Business/ Organization _____

Contact: _____

Address: _____

Person who will be laying the wreath: _____

Invoice # _____

Yours in Comradeship

Gerry McGladrey

1st Vice / Poppy Chair



MEMORIAL WREATHS



200524 - #24 Wreath \$185.00



200514 - #14 Wreath \$85



200508 - #8 Wreath \$60



200520 - #20 Wreath \$125



200571 - Inscription Ribbon

The placing of a memorial wreath in respect for the Fallen is a time honoured tradition. The Royal Canadian Legion offers a selection of wreaths in several sizes, as well as memorial crosses and other specialty items to suit commemorative ceremonies and services in both public and private settings.

The #14, #20 and #24 wreaths can be enhanced with a customized inscription ribbon.

All wreaths and crosses come with a wire display stand included.







CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 3900

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

SUBJECT: Review of Noise Regulation Bylaw No. 1147, 2019 – Daytime Noise Disturbances

PURPOSE:

The purpose of this report is to provide the Board with a review of the request received from the Cultus Lake Community Association (CLCA) regarding daytime noise disturbances and to identify potential amendments to Noise Regulation Bylaw No. 1147, 2019. This review was initiated following the Board's direction on July 15, 2026, to refer the matter to staff for review.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the report titled Review of Noise Regulation Bylaw No. 1147, 2019 – Daytime Noise Disturbances; and

THAT the Cultus Lake Park Board support that staff maintain the bylaw in its current form and continue enforcing existing provisions.

BACKGROUND:

On July 2, 2026, the Cultus Lake Community Association submitted correspondence requesting revisions to Noise Regulation Bylaw No. 1147, 2019. The submission noted concerns regarding amplified music and related disturbances occurring during daytime hours and suggested that the existing bylaw may be creating uncertainty regarding enforcement prior to 11:00 p.m.

The concern arises from the relationship between:

Section 3.3(a), which prohibits noise that disturbs the quiet, peace, rest, enjoyment, comfort or convenience of others;

Section 3.3(b), which applies similar restrictions to leaseholders and occupiers;

Section 3.6(a), which addresses amplified noise; and

Section 3.3(c), which establishes quiet hours between 11:00 pm and 7:00 am.

The CLCA's submission suggested that the quiet hours provision may be interpreted as limiting daytime enforcement despite the broader prohibitions contained elsewhere in the bylaw.

DISCUSSION:

Staff's review found that the current bylaw already contains provisions prohibiting noise that disturbs others regardless of time of day. Specifically:

General Prohibition

Section 3.3(a) prohibits any person from making or permitting noise that disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons in the Neighbourhood.

Leaseholder Responsibility

Section 3.3(b) requires leaseholders, occupiers and tenants to ensure their property is not used in a manner that causes disturbing noise to neighboring properties.

Amplified Noise

Section 3.6(a) contains additional restrictions relating to amplified noise.

Quiet Hours

Section 3.3(c) establishes quiet hours between 11:00 pm and 7:00 am during which unnecessary or continuous noise is prohibited.

Staff are of the opinion that the bylaw currently provides authority to respond to daytime disturbances.

Staff reviewed comparable municipalities including the City of Chilliwack, Village of Harrison Hot Springs and the Resort Municipality of Whistler.

The review found that comparable municipalities generally prohibit unreasonable noise at all times while using specific quiet-hour or operational restrictions as supplementary enforcement tools rather than the sole basis for enforcement.

FINANCIAL IMPLICATIONS:

N/A

LEGAL OR POLICY CONSIDERATIONS:

The current bylaw appears to already allow enforcement of daytime noise disturbances through its general nuisance, leaseholder responsibility, and amplified noise provisions.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

N/A

ATTACHMENTS:

N/A

STRATEGIC PLAN:

This report supports the Cultus Lake Park Board Strategic Plan by advancing Bylaw Enforcement.

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: September 9, 2026 **FILE:** 0550

SUBMITTED BY: Todd McKay,
Manager of Park Operations

SUBJECT: Main Beach Lighting Project

PURPOSE:

The purpose of this report is to provide the Cultus Lake Park Board with information regarding two proposed pole top area light fixtures for an upcoming installation project and to obtain Board direction on the preferred fixture for selection.

RECOMMENDATION:

THAT the Cultus Lake Park Board select Option 1, EIKO PT3 Series LED Pole Top Area Light.

OR

THAT the Cultus Lake Park Board select Option 2, Naturaled PST Series LED Pole Top Area Light.

DISCUSSION:

As part of ongoing infrastructure upgrades, staff are preparing to install new lighting fixtures around the Main Beach sports courts and Parking Lot B. The project requires eighteen (18) pole-top area light fixtures.

Two fixture options have been identified that meet the operational requirements of the project:

Option 1: EIKO PT3 Series LED Pole Top Area Light

- Comparable light output and illumination performance.
- Comparable energy consumption and operating costs.
- Higher quality construction and components.

Option 2: Naturaled PST Series LED Pole Top Area Light

- Comparable light output and illumination performance.
- Comparable energy consumption and operating costs.
- Lower initial purchase cost.

Both fixtures are suitable for the intended application and will meet the lighting requirements of the project. The primary difference between the two products is the perceived quality of construction, and the minor cost difference between them of \$100 per light.

The EIKO PT3 Series (Option 1) fixture represents a higher-quality product, while the Naturalled PST Series (Option 2) fixture provides a slightly lower-quality alternative with similar lighting performance characteristics.

Staff are seeking Board direction on which fixture best aligns with the Board's priorities regarding capital costs, long-term asset management, and infrastructure investment.

FINANCIAL IMPLICATIONS:

Both options are within the approved 2026 Public Areas budget of \$60,000 for the installation of lighting around the Main Beach sports courts and Parking Lot B.

LEGAL OR POLICY CONSIDERATIONS:

There are no significant legal or policy implications anticipated. The purchase should be completed in accordance with applicable procurement and budgeting policies, and installation should meet relevant electrical and safety requirements.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

There are no significant communications or public notice implications anticipated. Public notice is not required for the selection or purchase of replacement lighting fixtures.

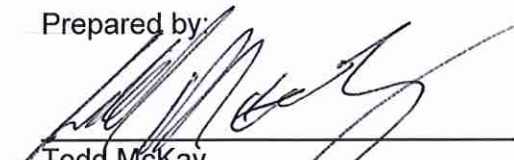
ATTACHMENTS:

- EIKO PT3 Series picture
- Naturalled PST Series picture

STRATEGIC PLAN:

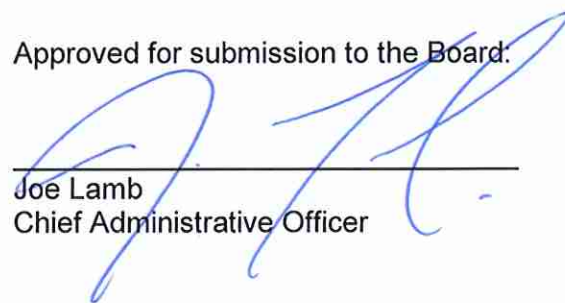
This report does impact the Cultus Lake Park Board's Strategic Plan Initiative because it relates to the responsible management, renewal, and enhancement of park infrastructure assets.

Prepared by:



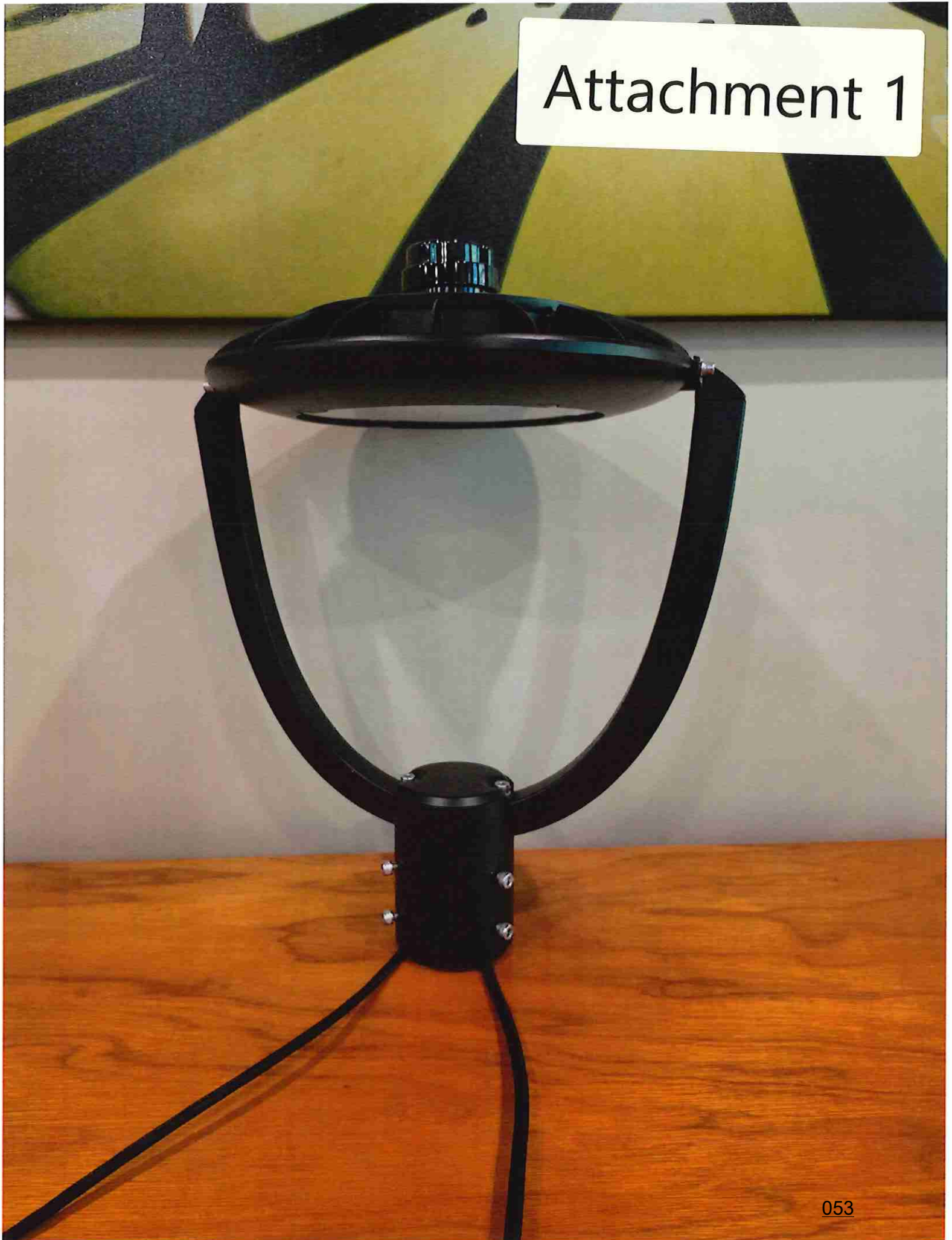
Todd McKay
Manager of Park Operations

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer

Attachment 1



Attachment 2





CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 8100

SUBMITTED BY: Carmen Baker
Administrative Assistant, Communications & Events Coordinator

SUBJECT: Cultus Lake Swilhcha Community School Events

PURPOSE:

The purpose of the report is to provide the Board with information pertaining to Cultus Lake Swilhcha Community School events for the remaining 2026 year to be held on Wednesday, September 23, Friday, October 30, Tuesday, November 10, Tuesday, December 8, and Wednesday, December 9.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on September 23, 2026, for the Welcome Back BBQ event from 4:00 pm to 6:30 pm.

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 200 participant vehicles in Parking Lot B on October 30, 2026, for the Hallowe'en Celebration event from 4:00 pm to 7:30 pm.

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 50 participant vehicles in Parking Lot B on November 10, 2026, for the Remembrance Day Assembly event from 10:30 am to 12:00 pm.

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on December 8, 2026, for the Winter Concert event from 10:00 am to 2:00 pm; and

THAT the Cultus Lake Park Board approve the waiver of parking fees for up to 250 participant vehicles in Parking Lot B on December 9, 2026, for the Winter Concert event from 12:00 pm to 2:00 pm.

DISCUSSION:

Cultus Lake Swilhcha Community School has submitted event applications for five community school events scheduled between September and December 2026. The applications request that the Board waive parking fees in Parking Lot B for the Welcome Back BBQ, Hallowe'en Celebration, Remembrance Day Assembly, and two Winter Concert dates.

The requests range from parking for up to 50 participant vehicles to parking for up to 250 participant vehicles. Parking Lot B can accommodate approximately 300 vehicles; therefore, the anticipated attendance can be accommodated, subject to normal operational conditions and any other scheduled park use.

Should the Board approve the parking fee waivers, the foregone revenue would be below numbers per event information.

Welcome Back BBQ: September 23, 2026

250 vehicles parked for a maximum of two (2) and a half hours at \$5.40/hr. + \$2 infrastructure fee per transaction = \$3,875.00

Hallowe'en Celebration: October 30, 2026

200 vehicles parked for a maximum of three (3) and a half hours at \$6.40/hr. + \$2 infrastructure fee per transaction = \$4,880.00

Remembrance Day Assembly: November 10, 2026

50 vehicles parked for a maximum of one (1) and a half hours at \$5.40/hr. + \$2 infrastructure fee per transaction = \$505.00

Winter Concert: December 8, 2026

250 vehicles parked for a maximum of four (4) hours at \$5.40/hr. + \$2 infrastructure fee per transaction = \$5,900.00

Winter Concert: December 9, 2026

250 vehicles parked for a maximum of two (2) hours at \$5.40/hr. + \$2 infrastructure fee per transaction = \$3,200.00

Total: \$18,360.00

FINANCIAL IMPLICATIONS:

Approval of the requested parking fee waivers would result in estimated foregone operating revenue of \$18,360 from Parking Lot B parking fees. The impact would be recorded against the operating budget line for parking revenue; no funding source is required because this is a reduction in anticipated revenue rather than an expenditure, and there is no capital impact.

LEGAL OR POLICY CONSIDERATIONS:

This matter is subject to Event Bylaw No. 1255, 2025, which governs event approvals, park use requirements, and applicable fees within Cultus Lake Park. No additional policies, agreements, or legal requirements have been identified as applying to this request in this report.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

N/A

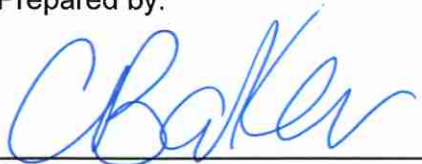
ATTACHMENTS:

- Event Applications
- Parking Fee Waiver Requests

STRATEGIC PLAN:

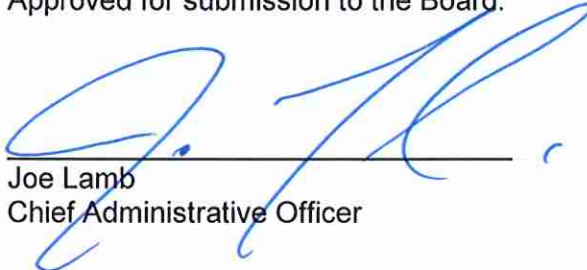
This report does not impact the Cultus Lake Park Board Strategic Plan.

Prepared by:



Carmen Baker
Administrative Assistant, Communications
& Events Coordinator

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



2025 EVENT APPLICATION

4165 Columbia Valley Highway

Cultus Lake BC V2R 5B5

604.858.2110

reception@cultuslake.bc.ca

ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED 90 DAYS PRIOR TO THE PROPOSED EVENT.

APPLICANT INFORMATION

Applicant Name(s):

1. Lisa Wallace

2.

Type of Organization: ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ Other

Name of Organization: Cultus Lake Swilthoha Community School

Mailing Address:

Telephone Number:

1.

2.

Mobile Number:

1.

2.

Email Address:

1.

2.

EVENT INFORMATION Mark with 'X' to request approved Event to be posted on Cultus Lake Park website ☐

Type of Event: ☐ Public Area Event ☐ Block Party Event ☒ Community Event

☐ Residential Lease Lot Event ☐ Commercial Lease Lot Event

Date(s):

Sept. 23, 2026

Name of Event:

Welcome Back BBQ

Location(s) of Event:

CLSCS

Hours of Event:

4-6:30 pm

☒ Private Event ☐ Free Public Event ☐ Ticketed Public Event

EVENT DESCRIPTION

BBQ to welcome families back to school!

ESTIMATED ATTENDANCE

Participants: 250

Spectators:

Staff/Volunteers: 30

FIRST AID ON SITE		☐ YES	☐ NO
<i>May be required depending on the scope of the Event. Certification verification may also be required.</i>			
SPECIAL REQUESTS			
<i>Any waiver, exemption or allowance not outlined in the current Cultus Lake Park Bylaws and all amendments, Administrative Policies, that requires consideration by the Board, and are subject to additional fees.</i>			
FOOD VENDOR		☐ YES	☒ NO
Type of Food Vendor(s). Provide Business Name If Applicable, Use a Separate Sheet If Needed:			
Total Vendors:		☐ Serving Staff/Volunteers/Participants Only	☐ Serving the Public
LIQUOR SERVICE OR BEVERAGE GARDEN		☐ YES	☒ NO
Total Occupancy:		☐ Serving at No Cost	☐ Serving at a Cost
Location of Liquor Service or Beverage Garden. Please Attach a Map If In Public Area:			
Fencing Details for Beverage Garden, If Applicable, Include Height, Type, # of entrances and Emergency Exits:			
Hours of Operation of Liquor Service or Beverage Garden:			
Security Company Name:		Lead Officer Contact Name:	
Phone:		Email:	
HIGHWAY CLOSURE			
<i>Highway has the same meaning as in the Motor Vehicle Act (British Columbia)</i>			
☐ Partial Highway Closure(s)	☐ Full Highway Closure(s)	☒ No Closure	
Hours of Road Use:			
Location of Road Closure. Please Attach a Map and Include Route Information, If Applicable:			
Duration of Delays, If Applicable:			
Duration of Closure, If Applicable:			
ADDITIONAL REQUESTS			
<i>Please note the following additional requests are subject to approval by the CAO or Designate prior to Event.</i>			
AMPLIFIED SOUND / MUSIC:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE:	
Additional Comments:			
GENERATOR:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE: BEING USED FOR:	

ADDITIONAL REQUESTS: The following additional requests may be subject to additional fees and/or approval from the CAO or Designate. Check all that apply.

Washrooms Open Early	☐	Time:
Washrooms Closed Late	☐	Time:
Parking Lot Gates Open Early	☐	Time:
Parking Lot Gates Closed Late	☐	Time:
Additional Portable Washrooms	☐	Quantity:
Garbage Bin Rental	☐	Quantity:
Swim Line Installation / Removal	☐	
Community Hall	☐	Dates:
Gazebo(s)	☐	Dates:
☐ A ☐ B ☐ C		
Tent Rental		
10 x 10	☐	Quantity: (Up to four (4), subject to availability)
20 x 20	☐	Quantity: (Up to two (2), subject to availability)
Table Rentals (3' x 8')	☐	Quantity:
Filming	☐	

Staff to determine if any of the following is applicable:

Use of Additional Areas
 Additional Park Staff Services
 Parking Arrangements
 Clean Up Fees
 Temporary Private Land Use Designation Change
 Noise Exemption (Quiet hours are between 11:00 pm and 7:00 am)

ADDITIONAL COMMENTS:

* We would like 20 picnic tables please
 * Parking Lot B for attendees please

By signing below, I acknowledge that I have read and understand the Cultus Lake Park Event Bylaw No. 1255, 2025, and that the information provided is accurate. I accept all liability and responsibility for organizing and hosting an event within Cultus Lake Park. I understand that it is my responsibility to provide the Park office with the following no less than five (5) days prior to the event date:

- I. Comprehensive General Liability Insurance policy of not less than \$5,000,000 naming "Cultus Lake Park" as an Additional Insured (located at 4165 Columbia Valley Hwy, Cultus Lake, BC V2R 5B5);
- II. Payment of all Event Fees and Refundable Security Deposit; and
- III. A copy of any and all other required permits or certificates, as required.

I also acknowledge that I am responsible for any and all costs for clean up, or repairs, of the Park property and infrastructure resulting from this event per Section 5.1 (a) through (d), of the Event Bylaw No. 1255, 2025.

Applicant Signature:	Date:
X <i>Wallace</i>	<i>June 30, 2026</i>
Applicant Signature:	Date:
X	

REQUIREMENTS CHECKLIST (OFFICE USE):

☐	Event Application Complete
☐	Event Application Fee Received. Receipt #
☐	Map of Event Submitted
☐	Security Plan Submitted
☐	Report to Board Submitted
☐	Approved: YES / NO By: Date:
☐	Approval Letter Sent
☐	Site Visit Scheduled Date: Completed On:
☐	Insurance Received
☐	Event Fees Received Receipt #:
☐	Fraser Health Certificate Submitted
☐	First Aid Certificate Submitted
☐	BCLCLSEP and SIR Certificates Received
☐	Security Deposit Received On: By: Cheque / Credit Card
☐	Public Works Site Inspection Complete
☐	Closing Letter Sent
☐	Security Deposit Reimbursed / Released On: By: Cheque / Credit Card
Additional Requests or Comments:	



☐ For Profit
 ☐ Not-for-Profit
 ☐ Registered Charity
 ☐ Indigenous Organization
 ☒ CLCS/CLCSA
 ☐ Other

APPLICANT INFORMATION

Applicant Name(s):

Lisa Wallace

Name of Organization (if applicable):

Cultus Lake Swilcha Community School

Mailing Address:

Telephone:

Cell:

Email:

SECONDARY CONTACT INFORMATION (if applicable)

Name:

Leann Wiebe

Telephone:

Cell:

Email:

EVENT INFORMATION

Name of Event:

Welcome Back BBQ

Event Date:

Sept. 23/26

Location(s) of Use:

Parking Lot A

Parking Lot D

Main Beach

Parking Lot B (Required Board approval)



Hours of Use:

4-6³⁰ pm

Total parking fee waivers requested:

250+

VEHICLE WAIVER—USER GROUP

Please check all that apply

Volunteers



Support Staff



Spectators



Participants



Other (please specify):

Please provide a statement outlining reasoning for the request and how fees create financial hardship for you or your organization to host the Event at Cultus Lake Park.

Charging families a fee to attend a school event creates a barrier to them attending.

By signing below, I acknowledge responsibility for ensuring that vehicles are parked in the approved designated parking area and comply with the current Cultus Lake Park Parking and Traffic Regulations Bylaw and all Cultus Lake Park Policies regarding parking.

Applicant Signature:

X *Wallace*

Date:

July 2, 2026

Applicant Signature:

X

Date:

Date: _____

Approved by: _____

Approved? YES / NO

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Approval/Denial Letter Sent

☐ Licence Plates Received

☐ Licence Plates Entered

☐ Gate Key Provided

☐ Gate Key Returned



2025 EVENT APPLICATION

4165 Columbia Valley Highway

Cultus Lake BC V2R 5B5

604.858.4114

recaption@culturakc.bc.ca

ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED 90 DAYS PRIOR TO THE PROPOSED EVENT.

APPLICANT INFORMATION

Applicant Name(s):

1. Lisa Wallace

2.

Type of Organization: ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ Other

Name of Organization: Cultus Lake Swilho Community School

Mailing Address:

Telephone Number:

1.

2.

Mobile Number:

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Email Address:

1.

2.

EVENT INFORMATION Mark with 'X' to request approved Event to be posted on Cultus Lake Park website ☐

Type of Event: ☐ Public Area Event ☐ Block Party Event ☒ Community Event

☐ Residential Lease Lot Event ☐ Commercial Lease Lot Event

Date(s):

Sept. 23, 2026

Name of Event:

Welcome Back BBQ

Location(s) of Event:

CLSCS

Hours of Event:

4-6:30 pm

☒ Private Event ☐ Free Public Event ☐ Ticketed Public Event

EVENT DESCRIPTION

BBQ to welcome families back to school!

ESTIMATED ATTENDANCE

Participants: 250

Spectators:

Staff/Volunteers: 30

FIRST AID ON SITE		☐ YES	☐ NO
<i>May be required depending on the scope of the Event. Certification verification may also be required.</i>			
SPECIAL REQUESTS			
<i>Any waiver, exemption or allowance not outlined in the current Cultus Lake Park Bylaws and all amendments, Administrative Policies, that requires consideration by the Board, and are subject to additional fees.</i>			
FOOD VENDOR		☐ YES	☒ NO
Type of Food Vendor(s). Provide Business Name if Applicable, Use a Separate Sheet if Needed:			
Total Vendors:		☐ Serving Staff/Volunteers/Participants Only	☐ Serving the Public
LIQUOR SERVICE OR BEVERAGE GARDEN		☐ YES	☒ NO
Total Occupancy:		☐ Serving at No Cost	☐ Serving at a Cost
Location of Liquor Service or Beverage Garden. Please Attach a Map if in Public Area:			
Fencing Details for Beverage Garden, if Applicable, Include Height, Type, # of entrances and Emergency Exits:			
Hours of Operation of Liquor Service or Beverage Garden:			
Security Company Name:		Lead Officer Contact Name:	
Phone:		Email:	
HIGHWAY CLOSURE			
<i>Highway has the same meaning as in the Motor Vehicle Act (British Columbia)</i>			
☐ Partial Highway Closure(s)	☐ Full Highway Closure(s)	☒ No Closure	
Hours of Road Use:			
Location of Road Closure. Please Attach a Map and Include Route Information, if Applicable:			
Duration of Delays, if Applicable:			
Duration of Closure, if Applicable:			
ADDITIONAL REQUESTS			
<i>Please note the following additional requests are subject to approval by the CAO or Designate prior to Event.</i>			
AMPLIFIED SOUND / MUSIC:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE:	
Additional Comments:			
GENERATOR:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE: BEING USED FOR:	

ADDITIONAL REQUESTS: The following additional requests may be subject to additional fees and/or approval from the CAO or Designate. Check all that apply.

Washrooms Open Early	☐	Time:
Washrooms Closed Late	☐	Time:
Parking Lot Gates Open Early	☐	Time:
Parking Lot Gates Closed Late	☐	Time:
Additional Portable Washrooms	☐	Quantity:
Garbage Bin Rental	☐	Quantity:
Swim Line Installation / Removal	☐	
Community Hall	☐	Dates:
Gazebo(s)	☐	Dates:
☐ A ☐ B ☐ C		
Tent Rental		
10 x 10	☐	Quantity: (Up to four (4), subject to availability)
20 x 20	☐	Quantity: (Up to two (2), subject to availability)
Table Rentals (3' x 8')	☐	Quantity:
Filming	☐	

Staff to determine if any of the following is applicable:

Use of Additional Areas

Additional Park Staff Services

Parking Arrangements

Clean Up Fees

Temporary Private Land Use Designation Change

Noise Exemption (Quiet hours are between 11:00 pm and 7:00 am)

ADDITIONAL COMMENTS:

* We would like 20 picnic tables please

* Parking Lot B for attendees please

By signing below, I acknowledge that I have read and understand the Cultus Lake Park Event Bylaw No. 1255, 2025, and that the information provided is accurate. I accept all liability and responsibility for organizing and hosting an event within Cultus Lake Park. I understand that it is my responsibility to provide the Park office with the following no less than five (5) days prior to the event date:

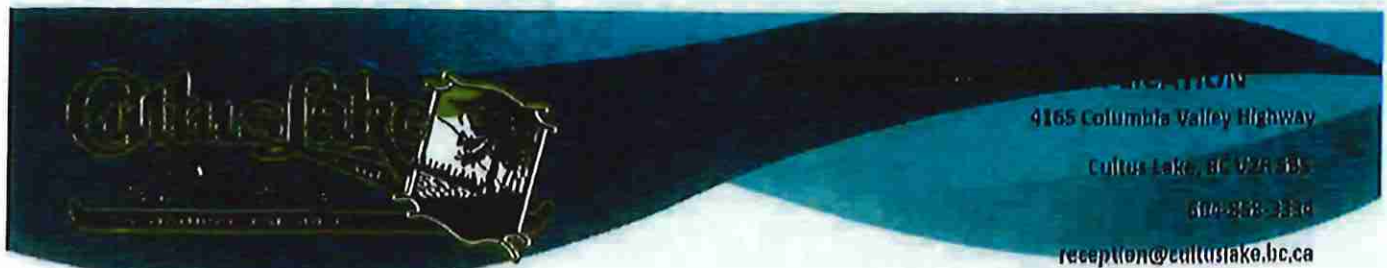
- I. Comprehensive General Liability Insurance policy of not less than \$5,000,000 naming "Cultus Lake Park" as an Additional Insured (located at 4165 Columbia Valley Hwy, Cultus Lake, BC V2R 5B5);
- II. Payment of all Event Fees and Refundable Security Deposit; and
- III. A copy of any and all other required permits or certificates, as required.

I also acknowledge that I am responsible for any and all costs for clean up, or repairs, of the Park property and infrastructure resulting from this event per Section 5.1 (a) through (d), of the Event Bylaw No. 1255, 2025.

Applicant Signature: X <i>Wallace</i>	Date: <i>June 30, 2026</i>
Applicant Signature: X	Date:

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Event Application Complete
☐ Event Application Fee Received. Receipt #
☐ Map of Event Submitted
☐ Security Plan Submitted
☐ Report to Board Submitted
☐ Approved: YES / NO By: Date:
☐ Approval Letter Sent
☐ Site Visit Scheduled Date: Completed On:
☐ Insurance Received
☐ Event Fees Received Receipt #:
☐ Fraser Health Certificate Submitted
☐ First Aid Certificate Submitted
☐ BCLCLSEP and SIR Certificates Received
☐ Security Deposit Received On: By: Cheque / Credit Card
☐ Public Works Site Inspection Complete
☐ Closing Letter Sent
☐ Security Deposit Reimbursed / Released On: By: Cheque / Credit Card
Additional Requests or Comments:



☐ For Profit
 ☐ Not-for-Profit
 ☐ Registered Charity
 ☐ Indigenous Organization
 ☒ CLCS/CLCSA
 ☐ Other

APPLICANT INFORMATION

Applicant Name(s):

Lisa Wallace

Name of Organization (if applicable):

Cultus Lake Swilcheha Community School

Mailing Address:

Telephone:

Cell:

Email:

SECONDARY CONTACT INFORMATION (if applicable)

Name:

Leann Wiebe

Telephone:

Cell:

Email:

EVENT INFORMATION

Name of Event:

Welcome Back BBQ

Event Date:

Sept. 23/26

Location(s) of Use:

Parking Lot A

Parking Lot D

Main Beach

Parking Lot B (Required Board approval)



Hours of Use:

4-6³⁰ pm

Total parking fee waivers requested:

250+

VEHICLE WAIVER—USER GROUP

Please check all that apply

Volunteers



Support Staff



Spectators



Participants



Other (please specify):

Please provide a statement outlining reasoning for the request and how fees create financial hardship for you or your organization to host the Event at Cultus Lake Park.

Charging families a fee to attend a school event creates a barrier to them attending.

By signing below, I acknowledge responsibility for ensuring that vehicles are parked in the approved designated parking area and comply with the current Cultus Lake Park Parking and Traffic Regulations Bylaw and all Cultus Lake Park Policies regarding parking.

Applicant Signature:

X *Wallace*

Date:

July 2, 2026

Applicant Signature:

X

Date:

Date:

Approved by:

Approved? YES / NO

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Approval/Denial Letter Sent

☐ Licence Plates Received

☐ Licence Plates Entered

☐ Gate Key Provided

☐ Gate Key Returned



2025 EVENT APPLICATION

4185 Columbia Valley Highway

Cultus Lake BC V2R 5R5

604.858.8384

reception@cultuslake.bc.ca

ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED 90 DAYS PRIOR TO THE PROPOSED EVENT.

APPLICANT INFORMATION

Applicant Name(s):

1. Lisa

2.

Type of Organization: ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ Other

Name of Organization: Cultus Lake Swilthcha Community School

Mailing Address: 71 Sunnyside Blvd

Telephone Number:

1.

2.

Mobile Number:

1.

2.

Email Address:

1.

2.

EVENT INFORMATION Mark with 'X' to request approved Event to be posted on Cultus Lake Park website ☐

Type of Event: ☐ Public Area Event ☐ Block Party Event ☒ Community Event

☐ Residential Lease Lot Event ☐ Commercial Lease Lot Event

Date(s):

Nov. 10, 2026

Name of Event:

Remembrance Day Assembly

Location(s) of Event:

CLSCS

Hours of Event:

10:30 - 12:00

☐ Private Event ☒ Free Public Event ☐ Ticketed Public Event

EVENT DESCRIPTION

Community are invited to join this official assembly for Remembrance Day.

ESTIMATED ATTENDANCE

Participants: 50

Spectators:

Staff/Volunteers: 30

FIRST AID ON SITE		☐ YES	☐ NO
<i>May be required depending on the scope of the Event. Certification verification may also be required.</i>			
SPECIAL REQUESTS			
<i>Any waiver, exemption or allowance not outlined in the current Cultus Lake Park Bylaws and all amendments, Administrative Policies, that requires consideration by the Board, and are subject to additional fees.</i>			
FOOD VENDOR		☐ YES	☒ NO
Type of Food Vendor(s). Provide Business Name If Applicable, Use a Separate Sheet If Needed:			
Total Vendors:		☐ Serving Staff/Volunteers/Participants Only	☐ Serving the Public
LIQUOR SERVICE OR BEVERAGE GARDEN		☐ YES	☒ NO
Total Occupancy:		☐ Serving at No Cost	☐ Serving at a Cost
Location of Liquor Service or Beverage Garden. Please Attach a Map If In Public Area:			
Fencing Details for Beverage Garden, If Applicable, Include Height, Type, // of entrances and Emergency Exits:			
Hours of Operation of Liquor Service or Beverage Garden:			
Security Company Name:		Lead Officer Contact Name:	
Phone:		Email:	
HIGHWAY CLOSURE			
<i>Highway has the same meaning as in the Motor Vehicle Act (British Columbia)</i>			
☐ Partial Highway Closure(s)	☐ Full Highway Closure(s)	☒ No Closure	
Hours of Road Use:			
Location of Road Closure. Please Attach a Map and Include Route Information, If Applicable:			
Duration of Delays, If Applicable:			
Duration of Closure, If Applicable:			
ADDITIONAL REQUESTS			
<i>Please note the following additional requests are subject to approval by the CAO or Designate prior to Event.</i>			
AMPLIFIED SOUND / MUSIC:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE:	
Additional Comments:			
GENERATOR:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE: BEING USED FOR:	

ADDITIONAL REQUESTS: The following additional requests may be subject to additional fees and/or approval from the CAO or Designate. Check all that apply.

Washrooms Open Early	☐	Time:
Washrooms Closed Late	☐	Time:
Parking Lot Gates Open Early	☐	Time:
Parking Lot Gates Closed Late	☐	Time:
Additional Portable Washrooms	☐	Quantity:
Garbage Bin Rental	☐	Quantity:
Swim Line Installation / Removal	☐	
Community Hall	☐	Dates:
Gazebo(s)	☐	Dates:
☐ A ☐ B ☐ C		
Tent Rental		
10 x 10	☐	Quantity: (Up to four (4), subject to availability)
20 x 20	☐	Quantity: (Up to two (2), subject to availability)
Table Rentals (3' x 8')	☐	Quantity:
Filming	☐	

Staff to determine if any of the following is applicable:

Use of Additional Areas
 Additional Park Staff Services
 Parking Arrangements
 Clean Up Fees
 Temporary Private Land Use Designation Change
 Noise Exemption (Quiet hours are between 11:00 pm and 7:00 am)

ADDITIONAL COMMENTS:

Parking Lot B for attendees please

By signing below, I acknowledge that I have read and understand the Cultus Lake Park Event Bylaw No. 1255, 2025, and that the information provided is accurate. I accept all liability and responsibility for organizing and hosting an event within Cultus Lake Park. I understand that it is my responsibility to provide the Park office with the following no less than five (5) days prior to the event date:

- I. Comprehensive General Liability Insurance policy of not less than \$5,000,000 naming "Cultus Lake Park" as an Additional Insured (located at 4165 Columbia Valley Hwy, Cultus Lake, BC V2R 5B5);
- II. Payment of all Event Fees and Refundable Security Deposit; and
- III. A copy of any and all other required permits or certificates, as required.

I also acknowledge that I am responsible for any and all costs for clean up, or repairs, of the Park property and infrastructure resulting from this event per Section 5.1 (a) through (d), of the Event Bylaw No. 1255, 2025.

Applicant Signature: X <i>2 Wallace</i>	Date: <i>June 30, 2025</i>
Applicant Signature: X	Date:

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Event Application Complete
☐ Event Application Fee Received. Receipt #
☐ Map of Event Submitted
☐ Security Plan Submitted
☐ Report to Board Submitted
☐ Approved: YES / NO By: Date:
☐ Approval Letter Sent
☐ Site Visit Scheduled Date: Completed On:
☐ Insurance Received
☐ Event Fees Received Receipt #:
☐ Fraser Health Certificate Submitted
☐ First Aid Certificate Submitted
☐ BCLCLSEP and SIR Certificates Received
☐ Security Deposit Received On: By: Cheque / Credit Card
☐ Public Works Site Inspection Complete
☐ Closing Letter Sent
☐ Security Deposit Reimbursed / Released On: By: Cheque / Credit Card
Additional Requests or Comments:



4165 Columbia Valley Highway
Cultus Lake, BC V2P 1S1
604-816-1110
reception@cultuslake.bc.ca

☐ For Profit ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ CLCS/CLCSA ☐ Other

APPLICANT INFORMATION

Applicant Name(s):

Lisa Wallace

Name of Organization (If applicable):

Cultus Lake Swilthcha Community School

Mailing Address:

Telephone:

Cell:

Email:

SECONDARY CONTACT INFORMATION (If applicable)

Name:

Leann Wiebe

Telephone:

Cell:

Email:

EVENT INFORMATION

Name of Event:

Remembrance Day Assembly

Event Date:

Nov. 10/26.

Location(s) of Use:

Parking Lot A

Parking Lot D

Main Beach

Parking Lot B (Required Board approval)



Hours of Use:

10:30 - 12:00

Total parking fee waivers requested:

50+

VEHICLE WAIVER—USER GROUP

Please check all that apply

Volunteers



Support Staff



Spectators



Participants



Other (please specify):

Please provide a statement outlining reasoning for the request and how fees create financial hardship for you or your organization to host the Event at Cultus Lake Park.

Charging families a fee to attend a school event creates a barrier to them attending.

By signing below, I acknowledge responsibility for ensuring that vehicles are parked in the approved designated parking area and comply with the current Cultus Lake Park Parking and Traffic Regulations Bylaw and all Cultus Lake Park Policies regarding parking.

Applicant Signature:

X *Wallace*

Date:

July 2, 2026

Applicant Signature:

X

Date:

Date: _____

Approved by: _____

Approved? YES / NO

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Approval/Denial Letter Sent

☐ Licence Plates Received

☐ Licence Plates Entered

☐ Gate Key Provided

☐ Gate Key Returned



2025 EVENT APPLICATION

4185 Columbia Valley Highway

Cultus Lake BC V2R 5B5

604.878.3226

reception@cultuslake.bc.ca

ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED 90 DAYS PRIOR TO THE PROPOSED EVENT.

APPLICANT INFORMATION

Applicant Name(s):

1. Lisa

2.

Type of Organization: ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ Other

Name of Organization: Cultus Lake Swilthcha Community School

Mailing Address: 71 Sunnyside Blvd

Telephone Number:

1.

2.

Mobile Number:

1.

2.

Email Address:

1.

2.

EVENT INFORMATION Mark with 'X' to request approved Event to be posted on Cultus Lake Park website ☐

Type of Event: ☐ Public Area Event ☐ Block Party Event ☒ Community Event

☐ Residential Lease Lot Event ☐ Commercial Lease Lot Event

Date(s):

see below

Name of Event:

Winter Concert

Location(s) of Event:

CLSCs

Hours of Event:

see below

☒ Private Event ☐ Free Public Event ☐ Ticketed Public Event

EVENT DESCRIPTION

Dec. 8 - Dress Rehearsal + Performance 10-2 (300 spectators)

Dec. 9 - Concert 12:00 - 2 pm (300 spectators)

ESTIMATED ATTENDANCE

Participants: see above

Spectators: see above

Staff/Volunteers: 30

FIRST AID ON SITE		☐ YES	☐ NO
<i>May be required depending on the scope of the Event. Certification verification may also be required.</i>			
SPECIAL REQUESTS			
<i>Any waiver, exemption or allowance not outlined in the current Cultus Lake Park Bylaws and all amendments, Administrative Policies, that requires consideration by the Board, and are subject to additional fees.</i>			
FOOD VENDOR		☐ YES	☒ NO
Type of Food Vendor(s). Provide Business Name if Applicable, Use a Separate Sheet if Needed:			
Total Vendors:	☐ Serving Staff/Volunteers/Participants Only	☐ Serving the Public	
LIQUOR SERVICE OR BEVERAGE GARDEN		☐ YES	☒ NO
Total Occupancy:	☐ Serving at No Cost	☐ Serving at a Cost	
Location of Liquor Service or Beverage Garden. Please Attach a Map if in Public Area:			
Fencing Details for Beverage Garden, if Applicable, include Height, Type, // of entrances and Emergency Exits:			
Hours of Operation of Liquor Service or Beverage Garden:			
Security Company Name:		Lead Officer Contact Name:	
Phone:		Email:	
HIGHWAY CLOSURE			
<i>Highway has the same meaning as in the Motor Vehicle Act (British Columbia)</i>			
☐ Partial Highway Closure(s)	☐ Full Highway Closure(s)	☒ No Closure	
Hours of Road Use:			
Location of Road Closure. Please Attach a Map and include Route Information, if Applicable:			
Duration of Delays, if Applicable:			
Duration of Closure, if Applicable:			
ADDITIONAL REQUESTS			
<i>Please note the following additional requests are subject to approval by the CAO or Designate prior to Event.</i>			
AMPLIFIED SOUND / MUSIC:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE:	
Additional Comments:			
GENERATOR:		☐ YES	☒ NO
LOCATION OF USE:		HOURS OF USE: BEING USED FOR:	

ADDITIONAL REQUESTS: The following additional requests may be subject to additional fees and/or approval from the CAO or Designate. Check all that apply.

Washrooms Open Early	☐	Time:
Washrooms Closed Late	☐	Time:
Parking Lot Gates Open Early	☐	Time:
Parking Lot Gates Closed Late	☐	Time:
Additional Portable Washrooms	☐	Quantity:
Garbage Bin Rental	☐	Quantity:
Swim Line Installation / Removal	☐	
Community Hall	☐	Dates:
Gazebo(s)	☐	Dates:
☐ A ☐ B ☐ C		
Tent Rental		
10 x 10	☐	Quantity: (Up to four (4), subject to availability)
20 x 20	☐	Quantity: (Up to two (2), subject to availability)
Table Rentals (3' x 8')	☐	Quantity:
Filming	☐	

Staff to determine if any of the following is applicable:

Use of Additional Areas

Additional Park Staff Services

Parking Arrangements

Clean Up Fees

Temporary Private Land Use Designation Change

Noise Exemption (Quiet hours are between 11:00 pm and 7:00 am)

ADDITIONAL COMMENTS:

Parking in Lot B please



4165 Columbia Valley Highway
Cultus Lake, BC V2P 1K1
reception@cultuslake.bc.ca

☐ For Profit ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ CLCS/CLCSA ☐ Other

APPLICANT INFORMATION

Applicant Name(s):

Lisa Wallace

Name of Organization (if applicable):

Cultus Lake Swilcha Community School

Mailing Address:

71 Sunnyside Blvd

Telephone:

Cell:

Email:

SECONDARY CONTACT INFORMATION (if applicable)

Name:

Leann Wiebe

Telephone:

Cell:

Email:

EVENT INFORMATION

Name of Event:

Winter Concert

Event Date:

Dec. 8 + 9 (10-2) (12-2)

Hours of Use:

Location(s) of Use:

Parking Lot A

Parking Lot D

Main Beach

Parking Lot B (Required Board approval)



Total parking fee waivers requested:

250

VEHICLE WAIVER—USER GROUP

Please check all that apply

Volunteers



Support Staff



Spectators



Participants



Other (please specify):

Please provide a statement outlining reasoning for the request and how fees create financial hardship for you or your organization to host the Event at Cultus Lake Park.

Charging families a fee to attend a school event creates a barrier to them attending.

By signing below, I acknowledge responsibility for ensuring that vehicles are parked in the approved designated parking area and comply with the current Cultus Lake Park Parking and Traffic Regulations Bylaw and all Cultus Lake Park Policies regarding parking.

Applicant Signature:

X

Wallace

Date:

July 2, 2026

Applicant Signature:

X

Date:

Date: _____

Approved by: _____

Approved? YES / NO

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Approval/Denial Letter Sent

☐ Licence Plates Received

☐ Licence Plates Entered

☐ Gate Key Provided

☐ Gate Key Returned

By signing below, I acknowledge that I have read and understand the Cultus Lake Park Event Bylaw No. 1255, 2025, and that the information provided is accurate. I accept all liability and responsibility for organizing and hosting an Event within Cultus Lake Park. I understand that it is my responsibility to provide the Park office with the following no less than five (5) days prior to the Event date:

- I. Comprehensive General Liability Insurance policy of not less than \$5,000,000 naming "Cultus Lake Park" as an Additional Insured (located at 4165 Columbia Valley Hwy, Cultus Lake, BC V2R 5B5);
- II. Payment of all Event Fees and Refundable Security Deposit; and
- III. A copy of any and all other required permits or certificates, as required.

I also acknowledge that I am responsible for any and all costs for clean up, or repairs, of the Park property and Infrastructure resulting from this Event per Section 5.1 (a) through (d), of the Event Bylaw No. 1255, 2025.

Applicant Signature: X <i>Wallace</i>	Date: <i>June 30, 2026</i>
Applicant Signature: X	Date:

REQUIREMENTS CHECKLIST (OFFICE USE):

☐ Event Application Complete
☐ Event Application Fee Received. Receipt #
☐ Map of Event Submitted
☐ Security Plan Submitted
☐ Report to Board Submitted
☐ Approved: YES / NO By: Date:
☐ Approval Letter Sent
☐ Site Visit Scheduled Date: Completed On:
☐ Insurance Received
☐ Event Fees Received Receipt #:
☐ Fraser Health Certificate Submitted
☐ First Aid Certificate Submitted
☐ BCLCLSEP and SIR Certificates Received
☐ Security Deposit Received On: By: Cheque / Credit Card
☐ Public Works Site Inspection Complete
☐ Closing Letter Sent
☐ Security Deposit Reimbursed / Released On: By: Cheque / Credit Card
Additional Requests or Comments:



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: September 9, 2026 **FILE:** 8100

SUBMITTED BY: Carmen Baker
Administrative Assistant, Communications & Events Coordinator

SUBJECT: Vedder Mountain Challenge Event

PURPOSE:

This report seeks Board approval for the Vedder Mountain Challenge event, scheduled for May 28 to the 30, 2027, including eight (8) parking fee waivers near Gazebos B and C at Main Beach. Approval is needed now to allow the organizers and park staff sufficient time to finalize event planning, logistics, and required arrangements.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve set-up for the Vedder Mountain Challenge event at Cultus Lake Park on May 28, 2027, and approve the event on May 29 and 30, 2027, including use of the Main Beach area between Gazebos B and C for the finish line and participant barbecue;

THAT the Cultus Lake Park Board waive the applicable parking fees for no more than eight (8) volunteer vehicles parked at Main Beach near Gazebos B and C for set-up on May 28, 2027, from 2:00 pm, and for the event on May 29 and 30, 2027, until 9:00 pm on May 30, 2027; and

THAT the Cultus Lake Park Board authorize the event organizer to operate a beverage garden sponsored by Sidekick Brewing for registered Vedder Mountain Challenge participants from 12:00 pm to 3:00 pm on May 29 and 30, 2027, subject to all applicable liquor licensing, permitting, insurance, and park requirements.

DISCUSSION:

The Vedder Mountain Challenge is an established event that has previously used Lot D within Cultus Lake Park. For the 2027 event, the organizer proposes to relocate activities formerly held in BC Parks to the Cultus Lake Park Main Beach area. Attendance is anticipated to be approximately 470 participants and spectators.

The event is scheduled for May 29 and 30, 2027, however set up will commence on May 28, at 2:00pm. Saturday's program consists of 15-kilometre and 35 kilometer mountain races on Vedder Mountain. Sunday's program consists of a multisport race beginning with a six kilometer stand up paddleboard segment, followed by mountain biking and trail running. The proposed finish line and participant barbecue would be located at Main Beach between Gazebos B and C.

The organizer also requests authorization to operate a beverage garden sponsored by Sidekick Brewing from 12:00 pm to 3:00 pm on both event days and to serve registered participants following completion of the races. Any beverage service would be conditional upon the organizer obtaining and maintaining all required liquor licenses, permits, insurance coverage, and other approvals, and complying with applicable legislation, bylaws, and park requirements.

Operational requirements include parking for up to eight (8) volunteer vehicles near Gazebos B and C from 2:00 pm on May 28, 2027, until 9:00 pm on May 30, 2027, and use of one portable speaker and microphone from 8:00 am to 3:00 pm on May 29 and 30, 2027. No road closures within Cultus Lake Park are proposed.

Should the Board approve the parking fee waivers, the foregone revenue would be the below numbers.

Friday May 28, 2027 (set up)

8 vehicles parked for seven (7) hours at \$6.60/hr. + \$2 infrastructure fee per transaction = \$385.60

Saturday May 29, 2027

8 vehicles parked for 16 hours at \$6.60/hr. + \$2 infrastructure fee per transaction = \$860.80

Sunday May 30, 2027

8 vehicles parked for 16 hours at \$6.60/hr. + \$2 infrastructure fee per transaction = \$860.80

Total: \$2,107.20

FINANCIAL IMPLICATIONS:

Approval of the requested parking fee waivers would result in estimated foregone operating revenue of \$2,107.20 from parking fees. The impact would be recorded against the operating budget line for parking revenue; no funding source is required because this is a reduction in anticipated revenue rather than an expenditure, and there is no capital impact.

LEGAL OR POLICY CONSIDERATIONS:

This matter is subject to Event Bylaw No. 1255, 2025, which governs event approvals, park use requirements, and applicable fees within Cultus Lake Park. No additional policies, agreements, or legal requirements have been identified as applying to this request in this report.

COMMUNICATIONS OR PUBLIC NOTICE IMPLICATIONS:

Yes. If the event is approved, communications will be required to advise the public and affected stakeholders of event timing, parking impacts, and any temporary site use restrictions. This may include website and social media updates, event signage, and direct notification to relevant operational partners and internal departments.

State whether public communication, stakeholder notification, signage, website updates, media response, or formal public notice is required as a result of this report.

ATTACHMENTS:

- Event Application
- Parking Fee Waiver Request Form

STRATEGIC PLAN:

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

Prepared by:



Carmen Baker
Administrative Assistant, Communications
& Events Coordinator

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



EVENT APPLICATION

4465 Columbia Valley Highway

Cultus Lake BC V2R 5B5

604.858.3334

reception@cultuslake.bc.ca

ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED 90 DAYS PRIOR TO THE PROPOSED EVENT.

APPLICANT INFORMATION

Applicant Name(s):

1. Jeremy
- 2.

Type of Organization: ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☒ Other

Name of Organization: Heads Or Trails Events Inc.

Mailing Address:

Telephone Number:

1. |
- 2.

Mobile Number:

- 1.
- 2.

Email Address:

- 1.
- 2.

EVENT INFORMATION Mark with 'X' to request approved Event to be posted on Cultus Lake Park website ☒

Type of Event: ☐ Public Area Event ☐ Block Party Event ☒ Community Event
☐ Residential Lease Lot Event ☐ Commercial Lease Lot Event

Date(s): May 29th and 30th 2027

Name of Event: Vedder Mountain Challenge

Location(s) of Event: Main Beach, Cultus Lake,
Vedder Mountain (trails)

Hours of Event: Set up Friday May 28th 2027 at 2pm
Depart by Sunday May 30th 2027 at 9pm

☐ Private Event ☐ Free Public Event ☒ Ticketed Public Event

EVENT DESCRIPTION

The Vedder Mountain Challenge is a two day event, broken into a trail running day and a multisport day.
 The trail running event will be on Saturday, May 29th and includes 15km and a 35km distances up and down Vedder Mountain.
 The multisport event will be on Sunday, May 30th. It starts with 6km of SUP, then participants bike on Vedder Mountain trails, followed by a trail running route also up and down Vedder Mountain.
 We host this event to promote an active community and will celebrate with a free barbecue for all racers at the finish line.

ESTIMATED ATTENDANCE

Participants: 350 over 2 days

Spectators: 100

Staff/Volunteers: 20

FIRST AID ON SITE		☒ YES	☐ NO
<i>May be required depending on the scope of the Event. Certification verification may also be required.</i>			
SPECIAL REQUESTS			
<i>Any waiver, exemption or allowance not outlined in the current Cultus Lake Park Bylaws and all amendments, Administrative Policies, that requires consideration by the Board, and are subject to additional fees.</i>			
FOOD VENDOR		☐ YES	☒ NO
Type of Food Vendor(s). Provide Business Name If Applicable, Use a Separate Sheet If Needed:			
Total Vendors:		☐ Serving Staff/Volunteers/Participants Only	☐ Serving the Public
LIQUOR SERVICE OR BEVERAGE GARDEN		☒ YES	☐ NO
Total Occupancy:		☒ Serving at No Cost	☐ Serving at a Cost
Location of Liquor Service or Beverage Garden. Please Attach a Map If In Public Area: Please see map attached to view the beer serving area near our finish line.			
Fencing Details for Beverage Garden, If Applicable, Include Height, Type, // of entrances and Emergency Exits: We will create a fenced off area if required. Sidekick Brewing is a sponsor and would like to serve beer at event			
Hours of Operation of Liquor Service or Beverage Garden: Saturday and Sunday from 12pm to 3pm			
Security Company Name: TBD		Lead Officer Contact Name: TBD	
Phone: TBD		Email: TBD	
HIGHWAY CLOSURE			
<i>Highway has the same meaning as in the Motor Vehicle Act (British Columbia)</i>			
☐ Partial Highway Closure(s)		☐ Full Highway Closure(s)	☒ No Closure
Hours of Road Use:			
Location of Road Closure. Please Attach a Map and Include Route Information, If Applicable:			
Duration of Delays, If Applicable:			
Duration of Closure, If Applicable:			
ADDITIONAL REQUESTS			
<i>Please note the following additional requests are subject to approval by the CAO or Designate prior to Event.</i>			
AMPLIFIED SOUND / MUSIC: ☒ YES ☐ NO		HOURS OF USE: 8am - 3pm Saturday and Sunday	
LOCATION OF USE: Main Beach			
Additional Comments: One portable speaker with a microphone			
GENERATOR: ☐ YES ☒ NO		HOURS OF USE:	
LOCATION OF USE:		BEING USED FOR:	

ADDITIONAL REQUESTS: The following additional requests may be subject to additional fees and/or approval from the CAO or Designate. Check all that apply.

Washrooms Open Early	☒	Time: 5am on Saturday and Sunday
Washrooms Closed Late	☒	Time: Stay open overnight from Friday to Sunday afternoon
Parking Lot Gates Open Early	☒	Time: 5am on Saturday and Sunday
Parking Lot Gates Closed Late	☐	Time:
Additional Portable Washrooms	☐	Quantity:
Garbage Bin Rental	☐	Quantity:
Swim Line Installation / Removal	☐	
Community Hall	☐	Dates:
Gazebo(s)	☐	Dates:
☐ A ☐ B ☐ C		
Tent Rental		
10 x 10	☐	Quantity: (Up to four (4), subject to availability)
20 x 20	☐	Quantity: (Up to two (2), subject to availability)
Table Rentals (3' x 8')	☐	Quantity:
Filming	☐	

Staff to determine if any of the following is applicable:

Use of Additional Areas
 Additional Park Staff Services
 Parking Arrangements
 Clean Up Fees
 Temporary Private Land Use Designation Change
 Noise Exemption (Quiet hours are between 11:00 pm and 7:00 am)

ADDITIONAL COMMENTS:

We would like to request permission to drive down (through lot B through south lower access gate).
 We'd also require 8 parking waivers (one being for an event trailer) for Friday 2pm until Sunday 4pm.
 Sidekick Brewery is a sponsor of our event and would like to hand out free beer from a keg at the finish line if possible.
 We hired a medical director to be on site for the entire duration of our event.

By signing below, I acknowledge that I have read and understand the Cultus Lake Park Event Bylaw No. 1255, 2025, and that the information provided is accurate. I accept all liability and responsibility for organizing and hosting an event within Cultus Lake Park. I understand that it is my responsibility to provide the Park office with the following no less than five (5) days prior to the event date:

- I. Comprehensive General Liability Insurance policy of not less than \$5,000,000 naming "Cultus Lake Park" as an Additional Insured (located at 4165 Columbia Valley Hwy, Cultus Lake, BC V2R 5B5);
- II. Payment of all Event Fees and Refundable Security Deposit; and
- III. A copy of any and all other required permits or certificates, as required.

I also acknowledge that I am responsible for any and all costs for clean up, or repairs, of the Park property and infrastructure resulting from this event per Section 5.1 (a) through (d), of the Event Bylaw No. 1255, 2025.

Applicant Signature: Jeremy Rolle

Date: August 20th 2026

X

Applicant Signature:

Date:

X

REQUIREMENTS CHECKLIST (OFFICE USE):

☐	Event Application Complete		
☐	Event Application Fee Received, Receipt #		
☐	Map of Event Submitted		
☐	Security Plan Submitted		
☐	Report to Board Submitted		
☐	Approved: YES / NO	By:	Date:
☐	Approval Letter Sent		
☐	Site Visit Scheduled	Date:	Completed On:
☐	Insurance Received		
☐	Event Fees Received	Receipt #:	
☐	Fraser Health Certificate Submitted		
☐	First Aid Certificate Submitted		
☐	BCLCLSEP and SIR Certificates Received		
☐	Security Deposit Received On:	By: Cheque / Credit Card	
☐	Public Works Site Inspection Complete		
☐	Closing Letter Sent		
☐	Security Deposit Reimbursed / Released On:	By: Cheque / Credit Card	
Additional Requests or Comments:			



Start/ Finish Line

Racers will travel through the start arch, proceed across the walking bridge into parking lot A and head up Vedder Mountain via the Lake trail. They will return the same way.



Bike storage / transition





PARKING FEE WAIVER APPLICATION

4165 Columbia Valley Highway

Cultus Lake, BC V2R 5B5

604-858-3334

reception@cultuslake.bc.ca

☒ For Profit ☐ Not-for-Profit ☐ Registered Charity ☐ Indigenous Organization ☐ CLCS/CLCSA ☐ Other

APPLICANT INFORMATION

Applicant Name(s):

Jeremy

Name of Organization (if applicable):

Heads Or Trails Events Inc.

Mailing Address:

Telephone:

Cell:

Email:

SECONDARY CONTACT INFORMATION (if applicable)

Name:

Telephone:

Cell:

Email:

EVENT INFORMATION

Name of Event:

Vedder Mountain Challenge

Event Date:

May 29th/30th

Location(s) of Use:

Parking Lot A

☐

Parking Lot B (Required Board approval)

☐

Parking Lot D

☐

Main Beach

☒

Hours of Use:

Total parking fee waivers requested:

8

VEHICLE WAIVER—USER GROUP

Please check all that apply

Volunteers

☐

Support Staff

☐

Spectators

☐

Participants

☐

Other (please specify):

Please provide a statement outlining reasoning for the request and how fees create financial hardship for you or your organization to host the Event at Cultus Lake Park.

By signing below, I acknowledge responsibility for ensuring that vehicles are parked in the approved designated parking area and comply with the current Cultus Lake Park Parking and Traffic Regulations Bylaw and all Cultus Lake Park Policies regarding parking.

Applicant Signature:



Date: August 24th 2026

X

Applicant Signature:

Date:

X

Date: _____

Approved by: _____

Approved? YES / NO

REQUIREMENTS CHECKLIST (OFFICE USE):

☐	Approval/Denial Letter Sent
☐	Licence Plates Received
☐	Licence Plates Entered
☐	Gate Key Provided
☐	Gate Key Returned

