



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING AGENDA

TUESDAY, OCTOBER 6, 2026

7:00 PM

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

(1) CALL TO ORDER

(2) APPROVAL OF AGENDA

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- (a) ***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of October 6, 2026; and*

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

(3) APPROVAL OF COMMITTEE MINUTES

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- (a) ***THAT** the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of September 15, 2026.*

(4) CORRESPONDENCE

(5) REPORTS BY STAFF

(6) NEW BUSINESS

(a) **Cultus Lake Christmas Event Planning**

- Vendor Market – T. Seeley
 - Table & Tents Setup
- Accessibility Requirements for Public Washrooms
- Food Trucks – A. Booth
- Hot Chocolate - Staff
- Audio – C. Pickering
- Sponsorships – J. Beesley
- Bonfire & Marshmallows – Fire Department
- Children's Coloring Contest - Staff
- Mr. & Mrs. Claus - Staff
- Volunteers – E. Jartved
- Signage – Staff
 - Tourism Chilliwack Selfie Signage
 - Large Event Welcome Banner
- Rentals - Staff
- Fireworks - Staff
- Christmas Trees – T. Seeley
- Security

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- (b) **Cultus Lake Christmas Budget**
• Working Budget Spreadsheet

(7) NEXT MEETING

(8) ADJOURNMENT

***THAT** the Cultus Lake Park Board Community Events and Engagement Committee meeting held October 6, 2026, be adjourned.*



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

TUESDAY, SEPTEMBER 15, 2026
7:00 PM

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

Present J. Beesley – Chair
Committee E. Jartved – Vice Chair
Members C. Beesley
A. Booth
J. Powley
T. Seeley

Staff Chief Administrative Officer – J. Lamb
Administrative Assistant, Communication & Events Coordinator – A. Warmerdam

Regrets C. Pickering
C. Nylund

(1) CALL TO ORDER

The Chair called the meeting to order at 7:04 pm and acknowledged that we are gathered on the traditional, ancestral and unceded territory of the The'wa':li First Nation. We are grateful for the hospitality to live, work and play on these lands.

(2) APPROVAL OF AGENDA

Moved by: E. Jartved Seconded by: A. Booth

- (a) ***THAT*** the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of September 15, 2026; and

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

(4) CORRESPONDENCE

(5) REPORTS BY STAFF

(6) NEW BUSINESS

(a) Cultus Lake Christmas Event Planning

- Vendor Market
 - Table & Tents Setup
- Accessibility Requirements for Public Washrooms
- Food Trucks
- Hot Chocolate
- Audio
- Sponsorships
- Bonfire & Marshmallows
- Children's Colouring Contest
- Mr. & Mrs. Claus
- Volunteers
- Signage
- Rentals
- Fireworks
- Christmas Trees

Party in the Plaza:

The committee discussed the Party in the Plaza event, noting that it was well attended this year. The committee recommended that future consideration be made regarding location due to increasing attendance, limited accessibility parking in the plaza and use of parking stalls by attendees which are designated for business patron use. The committee discussed a potential community member's interest in sponsorship of the event in the future and the organization of the show regarding intermissions. The committee requested that the top of the stage be painted black.

Cultus Lake Christmas:

The committee designated the following areas of planning for the Christmas event:

- Vendor Market – T. Seeley
- Food Trucks – A. Booth
- Hot Chocolate - Staff
- Audio – C. Pickering (pending confirmation)
- Sponsorships – J. Beesley
- Bonfire & Marshmallows - Staff
- Children's Colouring Contest - Staff
- Mr. & Mrs. Claus - Staff
- Volunteers – E. Jartved
- Signage - Staff
- Rentals - Staff
- Fireworks – Staff
- Christmas Trees – T. Seeley

Event Set-Up:

The committee confirmed that the main area of the Christmas event will be the same as the map provided for 2025.

Food Vendors:

Staff will connect with Main Beach Boat Rentals regarding participating in the event this year, and preparation of hot chocolate within the business. Staff will confirm volume of hot chocolate to be ordered by Stillwood and will order 3000 cups for service.

The committee confirmed that a maximum of three (3) food trucks would be participating, with only two (2) to be selected should Main Beach Boat Rentals be open.

Vendors:

The committee confirmed that vendor and food truck fees will remain consistent with 2025 fees.

Fire Department:

Staff will confirm the Fire Department's participation and service of apple cider.

Musical Performance:

C. Beesley will connect with the Cultus Lake Swilhcha Community School regarding choir participation.

The committee discussed having up to two (2) local artists perform at the event.

Sponsorship:

Staff will create a poster to advertise sponsorships for the event and circulate it to the committee for approval prior to posting.

Staff will contact a local company regarding in-kind sponsorship of a lift for decorating the trees at Main Beach.

The committee confirmed that all sponsorship signage will be confirmed two (2) weeks prior to the event to allow for printing.

Colouring Contest:

Staff will arrange the colouring contest sheets and prizes, with the potential to display completed sheets at the event.

Fireworks:

Staff will arrange for the fireworks display and potential sponsorship for this area of the event.

Mr. and Mrs. Claus

Staff will connect with the community members who participated in previous years as Mr. and Mrs. Claus including the arrival by the Fire Department golf cart.

Volunteers:

The committee discussed the following areas for volunteers:

- Commissioners for collection of parking donations (two (2) per lot)
- Hot chocolate service (arranged by staff)
- Set up
- Tear down

- Elves
- Traffic control

Once volunteer timeslots are confirmed, staff will post availability on social platforms via Sign-Up Genius

Christmas Trees:

T. Seeley will contact Pine Meadow Tree Farm regarding the donation of six (6) trees with root balls.

Staff and the committee discussed a house decorating contest for the community.

Staff to confirm the use of the Tourism Chilliwack selfie signage installation as in 2025.

Cultus Lake Day:

The committee recommended that future vendors participating in Cultus Lake Day not be placed in the gazebo and instead grouped in the main lineup.

(7) PUBLIC QUESTION PERIOD

There were no public questions.

(8) NEXT MEETING

Tuesday, October 6, 2026, at 7:00 pm.

Tuesday, October 27, 2026, at 7:00 pm.

(9) ADJOURNMENT

Moved by: E. Jartved Seconded by: J. Powley

THAT the Cultus Lake Park Board Community Events and Engagement Committee Meeting held September 15, 2026, be adjourned at 8:23 pm.

CARRIED

Tourism Chilliwack Installations

Last Year:



Two Additional Options for This Year:

18-foot Gingerbread House



Snow Globe





WELCOME TO CULTUS LAKE

CHRISTMAS

Cultus Lake Park Christmas Event

Estimated Budget 2026

ESTIMATED REVENUE

	Tree Light Sponsors	\$	17,500.00	<i>LY total</i>
	Tourism Chilliwack	\$	3,000.00	
InKind Sponsors				
Stillwood	Hot Chocolate+ Cambros			
Local Tree Farm	6 Trees			
Cultus Lake Fire Department	Marshmallows			
	Vendor Fees (Market & Food Trucks):	\$	1,400.00	
	Parking donations:	\$	4,500.00	<i>LY total</i>
Total Revenue:		\$	26,400.00	

ESTIMATED EXPENSES

External Marketing				
	Sponsor Signs:	\$	1,000.00	
Public Works				
	Lights: \$	4,000.00		
	Boom Lift \$	2,000.00		
	Electrician \$	500.00		
	Heater Rentals/Generator \$	1,794.89	<i>actual</i>	
	Fireworks \$	7,000.00	<i>quote</i>	
	Light Rentals \$	544.22	<i>actual</i>	
	Tent Rentals \$	1,573.60	<i>actual</i>	
		\$	17,412.71	
	Misc. Decor:	\$	150.00	
	Hot Beverage Cups&Lids:	\$	450.00	
	Colouring Contest Prizes:	\$	50.00	
	Total Expenses:	\$	19,062.71	
Profit (loss):		\$	7,337.29	

