

To: Electoral Area Services Committee

Date: 2018-09-05

From: Louise Hinton, Bylaw Compliance & Enforcement Officer

File No: 4300-70-2018-03

Subject: Special Event Permit – Around the Lake Trail Race, Electoral Area “H”

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2017-01 for the 16th Annual Around the Lake Trail Race to be held on October 13, 2018, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waive the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorize FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2018-03.

STRATEGIC AREA(S) OF FOCUS

Foster a Strong & Diverse Economy
Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

PRIORITIES

Priority #4 Tourism
Priority #5 Outdoor Recreation

BACKGROUND

The event is hosted by the Vedder Running Club and is expected to draw approximately 325 participants, volunteers, and supporters. Events of more than 200 people require a Special Event Licence per Fraser Valley Regional District Special Events Bylaw No. 0111, 1997.

DISCUSSION

The 16th Annual Around the Lake Trail Race is scheduled for Saturday October 13, 2017. An application has been received on behalf of the host of the event, The Vedder Running Club (Schedule “A”). The applicant must still submit the following items in order for the application to be considered complete:

1. Ministry of Forests Lake and Natural Resources Approval
2. Ministry of Transportation (MOTI) Approval
3. Cultus Lake Fire Services Approval; and
4. Certificate of Insurance

The applicant must submit the remaining items no later than 30 days prior to the event. The Special Event Licence (Appendix "B") may be given preliminary approval per s. 11 of the Bylaw subject to receipt of the remaining items.

Event Details

Approximately 325 people are expected to attend the event. As such, the event is classified as a Class 1 Special Event per s.6 of the Bylaw:

"Class 1 Special Event" means a Special Event having an attendance of two hundred (200) or more people and less than five hundred (500) people.

The approximately 30 kilometre Trail Race around Cultus Lake begins and ends at Main Beach in the Cultus Lake Park Board. The route, shown in Appendix "A", is located primarily on forested trails around the lake, requiring access to Crown Lands, private properties within the FVRD, Ministry of Transportation roads, and the Cultus Lake Park Board. (Note: the map shown in Appendix "A" shows the new, slightly altered route that that was updated just prior to last year's Event). There will be six (6) aid stations located along the race route, crewed by volunteers to provide first aid, and an opportunity for participants to refuel and hydrate. The permanent washrooms located at Main Beach are available for race attendees. First Aid will be provided by St. John's Ambulance.

In addition to the FVRD Special Event Licence, the applicant Vedder Running Club also requires approval from Ministry of Forests, Lands, and Natural Resource Operations; FVRD Emergency Services, Columbia Valley and Cultus Lake Fire Services, and the Ministry of Transportation and Infrastructure. Approvals have been received from the Cultus Lakes Park Board, the Royal Canadian Mounted Police (RCMP) Fraser Health Authority, FVRD Emergency Services / Columbia Valley Fire Service and the two private land owners.

Per Bylaw No. 0111, a security of \$7,500 may be required from the applicant at the discretion of the Fraser Valley Regional Board. Due to the annual reoccurrence of the event without incident, staff recommends waiving the requirement for a security fee from the applicant.

COST

The applicant has paid the \$200 Class 1 Special Event Licence fee.

CONCLUSION

Staff recommends preliminary approval of Special Event Licence No. 2018-03 subject to the receipt of all required documentation necessary to complete the application and without a security fee.

COMMENTS BY:

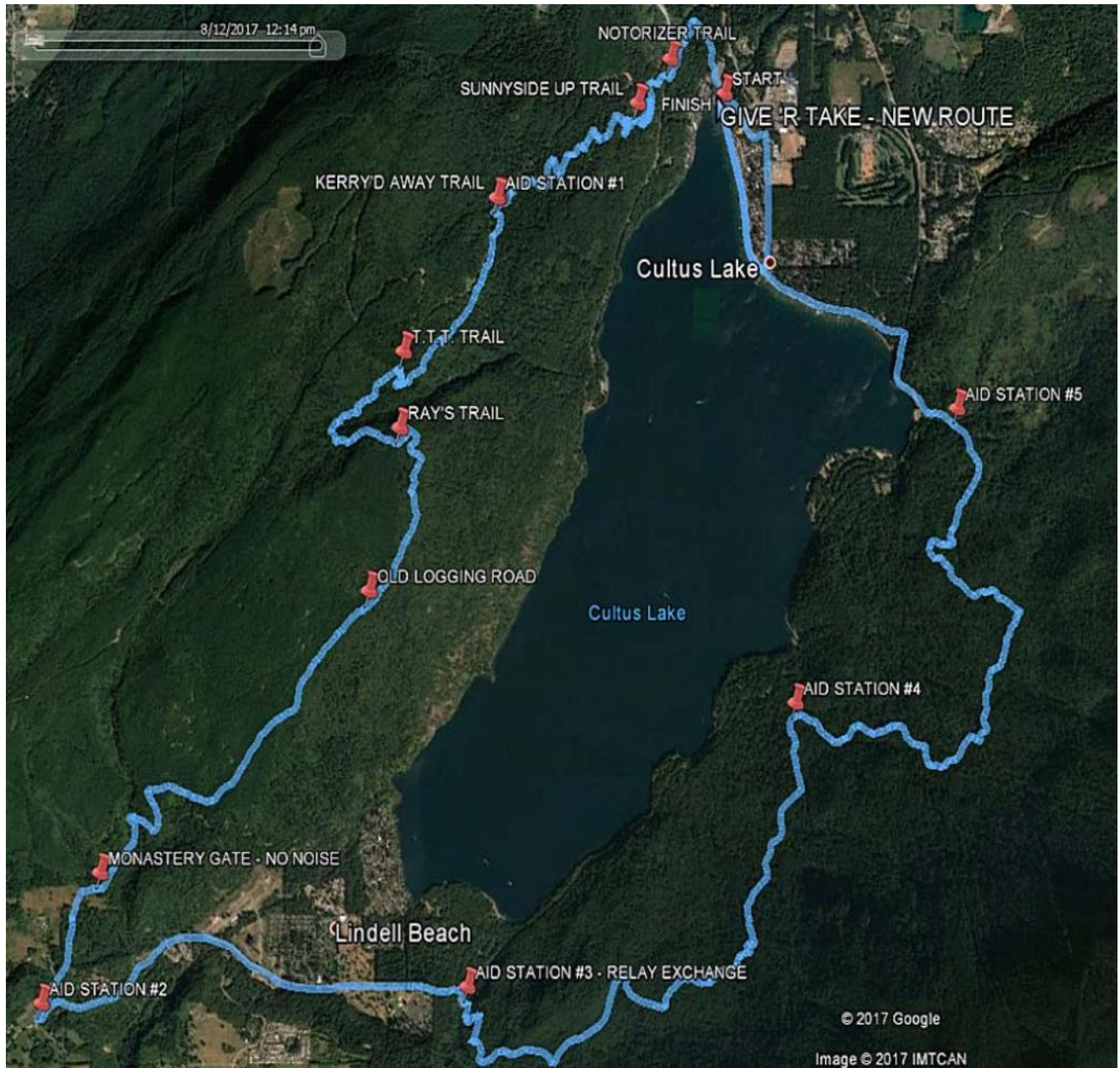
Margaret Thornton, Director of Planning & Development

Reviewed and supported.

Mike Veenbaas, Director of Financial Services

Reviewed and supported

Appendix "A"
Trail Race Route Map



Elevation Profile:



Appendix "B"

Draft Special Event Licence



PLANNING &
DEVELOPMENT

www.fvrd.bc.ca | planning@fvrd.bc.ca

Schedule "B"

Special Events Bylaw No. 0111, 1997

**A bylaw to provide for the regulation of "special events"
in all electoral areas of the Fraser Valley Regional District**

SPECIAL EVENT LICENCE

License Number:	2018-03
Date Issued:	TBA
Promoter:	Dave Stephen representing the Around the Lake Trail Race Society S-657 10
Property Owner(s) with Civic Address:	Description of Land:
1. Nan Pu To Monastery Inc No. S41425 1615 Robinson Road	Parcel "A" Section 16 Township 22 and of District Lot 5975 Group 1 New Westminster District Reference Plan 86813; PID 016-727-703
2. Cultus View Properties Inc No. 450034 1610 Columbia Valley Road	Legal Subdivision 2 Section 16 Township 22 Except Part Subdivided by Plan 38256 New Westminster District; PID 013-494-627
Nature of Special Event:	16 th Annual Around the Lake Trail Race
Date of Special Event:	October 13, 2018
Hours of Event:	5:00 am – 3:00 pm
Maximum Number of Persons Permitted:	499