



REPORT

To: Chair and Directors

Report Number: ADM-BRD-065

From: Tyra Henderson, Corporate Officer

Date: August 6, 2020

Subject: Festival Plaza Laydown Yard

RECOMMENDATION: [Corporate Weighted]

That the Regional Board authorize the Festival Plaza Laydown Yard Licence to Occupy Agreement with the City of Fort St. John (FSJ), which permits the City of FSJ to utilize a portion of the North Peace Leisure Pool Parking lot for a temporary laydown yard for the construction of the festival plaza pavilion for a ten day period in September 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement.

BACKGROUND/RATIONALE:

The City of Fort St. John is constructing "Festival Plaza" on the property east of 100th and west of the NP Leisure Pool, including the former Gardens. The PRRD transferred a small sliver of land on the edge of the NP Leisure Pool Parking lot to the City of Fort St. John for the project, which will be amalgamated with the existing two lots to form one parcel large enough for the project. The City of Fort St. John and the PRRD also completed legal access agreements to ensure access to Festival Plaza from 96th Avenue, via the NP Leisure Pool Parking lot, and access to the NP Leisure Pool Parking lot from 100th Street.

There is currently a project office trailer located on the NP Leisure Pool Parking lot. The City of Fort St. John has also requested use of a larger portion of the parking lot (see attached location sketch) for a temporary laydown yard for their contractor to use for the storage of building components between delivery and set up, for a period of one week to ten days, at some point between August 20 and September 30, 2020.

Staff drafted a licence to occupy agreement to formalize the PRRD permission to the City of FSJ to use a portion of the NP Leisure Pool Parking lot as a means to impose conditions relating to safety and liability – specifically, a requirement for security fencing, and an indemnity clause saving the PRRD harmless for any activity on the land while the City of Fort St. John occupies it.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):

The licence to occupy must be accompanied by a nominal \$10 fee to be legally binding, however, no lease or rent payments are required by the agreement.

COMMUNICATIONS CONSIDERATION(S):

If approved, staff will forward the agreement to the City of Fort St. John for execution.

OTHER CONSIDERATION(S):

Attachments

1. Visual Aid – Laydown Yard location