



# REPORT

To: Chair and Directors

Report Number: CS-BRD-384

From: Community Services

Date: February 20, 2025

**Subject: Kelly Lake Community Centre – Authorization for Gate Installation**

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## **RECOMMENDATION: *[Corporate Unweighted]***

That the Regional Board authorize the installation of a new gate at the Kelly Lake Community Centre by the Kelly Lake Community Centre Society, located at 107 Kelly Lake Road.

## **BACKGROUND/RATIONALE:**

The Kelly Lake Community Centre located at 107 Kelly Lake Road (the KLCC) is owned by the Peace River Regional District and operated by the Kelly Lake Community Centre Society (the Society) through a Use, Occupancy, and Funding Agreement. A service area was established in 2006 to provide an annual financial contribution to assist with the maintenance and operational expenses of the facility. The Society operates, manages, and maintains the KLCC and provides recreational, cultural and educational/training programs, activities and services for the benefit of the Kelly Lake Community.

Per Section 11(a)(i) of the Use, Occupancy, and Funding Agreement, the Society is required to obtain the written consent of the Regional District prior to commencing any land clearing, paving, construction, renovation, alteration, or development at the KLCC.

The Society has recently received a donation of a new facility gate from a community industry partner and has provided a formal written request for approval to have the gate installed. The gate will have the words “Kelly Lake” emblazoned across the panels and, if authorized, will be installed promptly. The gate is 20 feet wide by 6 feet tall and will be installed at the entrance to the facility. A depiction of the gate is attached to this report and design plans have been received by the Regional District. No building permit for this work is required.

## **ALTERNATIVE OPTIONS:**

1. That the Regional Board provide further direction.

## **STRATEGIC PLAN RELEVANCE:**

- Not Applicable to Strategic Plan

## **FINANCIAL CONSIDERATION(S):**

The gate and installation are being donated in-kind to the KLCC by a community industry partner. There will be no installation costs borne by the Regional District.

**COMMUNICATIONS CONSIDERATION(S):**

Should the Regional Board authorize the installation request, a formal letter will be sent notifying the Society.

**OTHER CONSIDERATION(S):**

At the January 9, 2025 Board Meeting, the Regional Board passed the following resolution:

*MOVED, SECONDED and CARRIED,*

*That the Regional Board authorize that the following essential maintenance and capital projects be completed at the Kelly Lake Community Centre to ensure that the building remains in good condition and continues to serve its intended purpose as a community gathering space;*

- *Repair fencing and gate;*
- *Replace wood under bay windows;*
- *Replace wood under bay windows;*
- *Dismantle outdoor rink;*
- *Refinish gym floor / paint lines;*
- *Replace vinyl flooring;*
- *Replace double gym doors;*
- *Replace roof with added insulation;*
- *Improve roof access;*
- *Repair roof top exhaust fans;*
- *Remove fume hood;*
- *Remodel all bathrooms / changerooms, including accessibility upgrades;*
- *Replace hot water circulating pump;*
- *Replace hot water tank in gym storage room; and*
- *Replace 3 furnaces;*

*Further, that future capital projects be completed on a case-by-case basis upon Society request and staff review.*

Since the Society and the donor will be facilitating the installation of the new gate, if authorized, the repair to the facility gate will be removed from the scope of work for the upcoming essential maintenance and capital projects at the KLCC.

**Attachments:**

1. Gate Request – KLCCS - February 2025
2. Gate Depiction – KLCCS – February 2025

**External Links:**

1. [Kelly Lake Community Centre – Authorization for Upgrades, CS-BRD-373](#) – See Item 8.6 on the Regional Board Meeting Agenda dated January 9, 2025.