



# REPORT

To: Chair and Directors

Report Number: CS-BRD-379

From: Community Services

Date: February 20, 2025

**Subject: Halfway Community Hall - Use and Occupancy Agreement**

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## **RECOMMENDATION: *[Corporate Weighted]***

That the Regional Board authorize the Use and Occupancy Agreement with the Halfway Graham Community Club for a 5-year term for the use of the facility and grounds known as the Halfway Graham Community Hall, with an initial term from February 20, 2025 to February 20, 2030 with the option to renew for a further 5 years; further that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

## **BACKGROUND/RATIONALE:**

The Halfway Community Hall (the Hall), also known as the Upper Halfway Community Hall or Halfway Graham Community Hall, is located at 22380 Highlands Subdivision in Electoral Area B and is adjacent to the Upper Halfway School. The Regional District originally acquired the Crown parcel in 1983 for the purpose of providing the community with a space for recreational purposes. That same year, the community constructed the Hall, which is a wooden quonset-style building on a concrete foundation. Since its construction, the Hall has been used as a gathering space for the community, and as a gymnasium by School District 60. The facility is now primarily used for storage, and during gymkhana and rodeo events at the adjacent community recreation grounds.

Since the original acquisition of the property and construction of the Hall, the Regional District and the operating Society, the Halfway Graham Community Club (the Club), has had several successful agreements for the use, operation and maintenance of the facility and grounds.

The Use and Occupancy Agreement (the Agreement) outlines the roles and responsibilities of both the Regional District and the Club for ongoing operation, management, maintenance, and use of the Hall. Recent updates to the Agreement have now been completed, and include increased requirements for both reporting and inspections, which may also include an annual Joint Safety Inspection to be completed by appropriate Regional District staff and Club members. The Club performs all regular remedial maintenance of the Hall and grounds, apart from Danger Tree and invasive plant assessments and remediation, which are contracted by the Regional District.

The Hall underwent a Facility Condition Assessment (FCA) in 2021 which indicated the need for further structural review. The structural review was completed in 2022 and stated that the facility was safe for public use, but that the mezzanine storage area should not be used as the structural support is inadequate. Further, the assessment concluded that while the foundation and building were generally in good condition, the arched structure may not be sufficient to withstand uneven snow loads safely. Risk mitigation measures have been implemented to ensure continued access. The current protocol is

for the facility operator to perform a visual inspection prior to entering and to ensure that, during winter use, that snow is removed prior to accessing the hall. Upcoming maintenance items requiring attention within the next ten (10) years identified as part of the FCA report include:

- Forced air furnace
- Gravel parking lot surface renewal
- Exterior light fixtures
- Possible electrical panel and wiring upgrades
- Interior walls and flooring (refinishing)

The Club has indicated a desire to continue to operate the Hall with the support of the Regional District and has agreed to all terms within the Use and Occupancy Agreement.

### **ALTERNATIVE OPTIONS:**

1. That the Regional Board provide further direction.

### **STRATEGIC PLAN RELEVANCE:**

- Not Applicable to Strategic Plan

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

The Regional District cost for Property insurance costs \$800 per year and is allocated from Function 120 – Legislative – Electoral Areas. Liability insurance for Regional District activities on the site is also included in this function. The Club is required to provide proof of liability and contents insurance, naming the Regional District as an additional insured.

There is funding set aside through Electoral Area B Peace River Agreement funds for the removal of the mezzanine and this work will be completed in the summer of 2025.

At the August 18, 2022 Rural Budgets Administration Committee meeting, the following resolution was passed:

*MOVED, SECONDED and CARRIED,*

*That the Rural Budgets Administration Committee authorize a funding commitment in the amount of \$617,027.90 payable from Electoral Area B Peace River Agreement Funds, Spending Item #3 – Halls, Trails and Walking Paths, to be issued to Function 120 – Legislative Electoral Area Services, and used for Area B community hall projects as follows:*

- 1. Osborn Community Hall; community hall item storage and disposal, costs related to site remediation, and assessment of other structure(s) on site;*
- 2. Halfway Graham Community Hall; further study for repairs to facility, and allocation for repair; and*
- 3. Cache Creek Community Hall; costs related to site remediation, further study for repairs to facility, and allocation for repair.*

The Club has applied for and been awarded several grants over the years to cover the cost of insurance as well as to complete several upgrades and renovations to the Hall, including:

- Provision of heat;
- Installation of a sound system;
- Construction of a small concession area;
- Floor refinishing;
- Exterior landscaping;
- Parking lot lighting; and
- Re-roofing of the building.

**COMMUNICATIONS CONSIDERATION(S):**

None at this time.

**OTHER CONSIDERATION(S):**

In 2024, the Board directed that the Licence of Occupation, held by the Peace River Regional District for the adjacent Halfway Graham Recreation Grounds be transferred to the Club. This transfer is currently in the final processing stages with the BC Ministry of Water, Land and Resource Stewardship. Pending successful provision of documentation from the Club, this land tenure transfer will be complete. The Recreation Grounds are located across the Highlands Subdivision Road from the Community Hall.