



REPORT

To: Chair and Directors

Report Number: CS-BRD-405

From: Community Services

Date: May 1, 2025

Subject: Cache Creek Community Hall – Use and Occupancy Agreement

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board authorize the Use and Occupancy Agreement with the Cache Creek Community Club for a 5-year term from May 1, 2025 to May 1, 2030 for the use of the facility and grounds known as the Cache Creek Community Hall, 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 Cache Creek Hall and associated property, also known as the Upper Cache Hall (the Hall) is located at 17031 Robinson Road in Electoral Area B. The Hall was built in approximately 1976 as a school. The Regional District acquired the 17.43-hectare property, inclusive of the school building, in 1987 for community recreation purposes through a Crown Grant.

Since the transfer of the Hall and property to the Regional District, the Cache Creek Community Society (the Society) has operated the space through several successful agreements for use, operation and maintenance.

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

The Use and Occupancy Agreement (the Agreement) outlines the roles and responsibilities of both the Regional District and the Society for ongoing operation, management, maintenance and use of the Hall. Recent updates to the Agreement have 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 Society members. The Society performs all regular maintenance of the Hall and grounds, apart from danger tree and invasive plant assessments and remediation, which are contracted by the Regional District.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Costs for property insurance and liability insurance (for Regional District activities on site) are funded through Function 120 – Legislative – Electoral Areas. The Society is required to provide proof of liability and contents insurance, naming the Regional District as additional insured.

On August 18, 2022, a funding envelope of \$617,027.90 from Area B Peace River Agreement Funds was approved, with the amount of \$91,500 earmarked for works at the Cache Creek Community Hall inclusive of:

- Planning for repairs and upgrades to the facility;
- Completion of repairs and upgrades to the facility; and
- Removal and disposal of outdoor assets (bleachers and picnic structure).

The Society has applied for and been awarded several grants over the years from the Regional District to cover the costs of insurance, as well as to complete upgrades to the Hall and grounds, including:

- Outdoor tent purchase for gymkhana events;
- Replacement of the interior vinyl floor;
- Installation of an exhaust fan; and
- New outhouses.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

The Cache Creek Hall is a modular building set on concrete blocks. A structural assessment was completed at this facility in 2022 that concluded that;

- While there are no signs of failure, the roof beams that support the hall are undersized for modern loads and are functioning without noted deflection;
- The foundation and anchorage are not in compliance with CSA Standards for modular structures; and
- The foundational elements that support the roof beam loads are undersized.

Continued use of the facility is permitted under the “application to existing building clause” of the BC Building Code. This means that the building met the building code that was in place at the time of its construction.

A cost estimate to improve the structural elements to the facility and add on a kitchen were completed in 2023 at an estimated cost of \$234,375.

Some funding (\$91,500) has been earmarked through Peace River Agreement Funds (PRA) from Electoral Area B towards planning and completion of repairs and upgrades to the facility and the removal and disposal of outdoor assets (bleachers, and picnic shelter).

The safe removal of the bleachers and picnic shelter is planned for completion in 2025.

In 2026, a meeting will be set with the community to discuss their long-term goals and needs for a facility and grounds prior to planning and completion of repairs and upgrades to the facility.