



**Date:** 10/12/2019

**To:** Chair and Directors, Cariboo Regional District Board

**And To:** John MacLean, Chief Administrative Officer

**From:** Stuart Larson, Manager of Protective Services

**Date of Meeting:** Cariboo Regional District Board\_Jan17\_2020

**File:** 530-01

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## Short Summary:

Request for Sulphurous Lake Community Hall Occupancy Agreement

## Voting:

Corporate Vote - Weighted

## Memorandum:

After the dissolution of the Sulphurous Lake Volunteer Fire Fighters Association in September of 2015, the building ownership was transferred to the CRD. The Deka Lake Fire Department retained the vehicle bay portion to continue to provide service to the area as a satellite hall and it was determined that the meeting room portion was to be run by the Mountain Spruce Community Center Society (MSCCS) as a community hall that could hold events. A letter was received in November of 2015 requesting a list of expectations and/or restrictions in the running of the meeting room area. To date, there has been no recorded communication of what those expectations are, which leaves both the MSCCS and the CRD in a position of potential liability should an incident occur. An occupancy agreement would be a solution to this outstanding issue and would allow this particular file to close.

## Attachments:

Letter from Roy Tomlinson, Chairman, MSCCS, dated Nov 9, 2015

## Financial Implications:

N/A

## Policy Implications:

N/A

## Alignment with Strategic Plan:

- Communication:** Facilitate communication strategies throughout the entire Cariboo Regional District that meet the needs of residents, community stakeholders, and other levels of government.

- Planning:** Intentionally plan services and activities of the CRD to prepare for future needs of residents and community stakeholders.
- Economic Sustainability:** Foster an environment to ensure the economic sustainability of CRD communities and the region.
- Governance:** Ensure that CRD governance policy and practices are intentional, transparent, and respectful.

Occupancy agreements clearly outline the roles and responsibilities of each occupant and define the communication processes required for their unique needs with the CRD.

### **CAO Comments:**

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### **Options:**

- 1) Endorsement of recommendation;
- 2) Receipt and other action;
- 3) Defer.

### **Recommendation:**

That the agenda item summary from Stuart Larson, Manager of Protective Services, dated December 10, 2019, regarding the Sulphurous Lake Community Hall, be received. Further, that staff be authorized to enter into an occupancy agreement on behalf of the CRD for the portion of the building currently being operated by the Mountain Spruce Community Center Society.