

AGREEMENT BETWEEN CRANBROOK ALLIANCE CHURCH AND KOOTENAY CHRISTIAN ACADEMY

REGARDING:

INTERIM CLASSROOM SPACE AVAILABLE TO KCA UNTIL THE CLOSING DATE OF THE SALE OF A PORTION OF THE BUILDING TO KCA OR UNTIL THE RENEGOTIATING OF THE LEASE

Background to this Agreement:

- Minimal upheaval in terms of relocating spaces prior to having a purchase agreement finalized (for example: the church and school would continue to use their current office spaces for the time being)
- This agreement is temporary and separate from the Joint-Use Agreement
- This solution closely mirrors an option proposed by Wendy Zurrin, so it builds on reasoning already acceptable to the school
- CAC ministries would have shared use of the spaces that KCA would use for additional classrooms (The Youth Café and the Premier Room-currently KCA's library)
- This provides accessible, alternative space for our CAC library

AGREEMENT

- KCA may use the Youth Café as a classroom (CAC will find other spaces for the couches)
- KCA may transfer its library to the space currently housing our CAC library, providing them with another classroom (the Premier Room, currently housing KCA's library)
- CAC library will move to and be housed in the corner of the foyer where the coat racks are now or possibly to the sanctuary along a back wall
- CAC may use the Youth Café and the Premier Room (current KCA library/computer lab) for youth and children's ministries. (we would provide a schedule of our intended use)

On behalf of Kootenay Christian Academy

Name: Wendy Zurrin

Signature: [Signature]

Date: August 8, 2022

On behalf of Cranbrook Alliance Church

Name: Grant McDowell

Signature: [Signature]

Date: July 28, 2022

Building Use - Long Term Request - Continued Use for the Future

Room	Weekly Use							Periodic Use
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Gym	Morning & afternoon until 3pm	Evening	Youth Evening from 6pm on			Youth Evening from 6pm on		Occasional Events
Foyer (Café & Washrooms)	Afternoon		Youth Evening from 6pm on			Youth Evening from 6pm on		Occasional Events
Sanctuary*								KCA would like occasional event use for special events: Christmas Concert, Awards Night, etc

* KCA will provide trained, approved by CAC technicians to operate equipment in the Sanctuary

Gym Use: CAC will have use of the gymnasium at 6pm Tuesdays & Fridays. The church may request access to the gym on Tuesdays and Fridays at 5pm from time to time, subject to the school's discretion and schedule. Exceptions may occur when KCA hosts a weekend tournament. In these instances, the school will give the church a minimum of one month's notice.

Gym Use: CAC may request use of the KCA gym from time to time through a booking form, allowing at least one week's notice in advance of the event date. When a funeral home would like to use the gymnasium for funeral receptions, the church will refer the funeral home to the school.

Building Use - Short Term Transition Request - Until CAC Occupies its New Building								
Room	Weekly Use							Periodic Use
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Columbia	Morning			6:30 - 9pm Bible Study	2:30-5:30pm Sept - Dec Kids Program			Monthly Tuesday Kids Event 2pm - 5pm
Gym	Morning & afternoon until 3pm	Evening Volleyball	Youth Evening from 6pm on			Youth Evening from 6pm on		Occs. Events, Common Threads, Funerals, etc.
Foyer (Café & Washrooms)	Mornings & Afternoon		Youth Evening from 6pm on		^ 11:30am - 1:30pm Men's Lunch	Youth Evening from 6pm on		Occs. Events, Wed. Friendship Coffee, Common Threads, Funerals, etc.
Offices	Divide office space for CAC use west of the Resource room wall partition, KCA would have use of east side of office wing *see map of proposed reconfiguration							
Resource Room	Morning		Youth Evening from 6pm on			Youth Evening from 6pm on		Funerals
Library	KCA could move their library into the current CAC library space							
Nursery	Morning							
Youth Café	Morning	2pm - 5pm Rooted			6:30 - 9pm YA Study			
Kootenay	Morning							
Kitchen	Morning	2pm - 5pm Rooted	Youth Evening from 6pm on			Youth Evening from 6pm on		Occs. Events, Wed. Friendship Coffee, Common Threads, Funerals, etc.
Storage Areas	CAC may retain use of current storage spaces: 3 kitchen storage rooms, table/chair closet, janitor room, games storage - top of stairs, decorating room, electrical room. Café storage (foyer), Columbia rm (x2), youth café, gym storage, Janitor room by water fountain, rm above kitchen							
Electrical Room	CAC will retain access to and use of its electrical supply and network availability until its new building is operational							

^ Note that the Men's Lunch Thursday time will depend on foyer availability with KCA's schedule, the gym may be an alternative location

* KCA will provide trained, approved by CAC technicians to operate equipment in the Sanctuary

Building Use - During transition and beyond...

KCA and CAC look forward to continuing their long-term relationship of mutual respect. The information below and in the accompanying room-use charts provide details of how we can move forward during and beyond the transition in building ownership and development.

A chart has been compiled outlining requested room use for both short term and long term building use for CAC ministries.

KCA's vision for the foyer is that it would be the main entrance for the school and a space for students to hang out. The schools desire for the next school year is to add space for 2 additional classrooms in the building for grade 10 & 11. This could be achieved by moving the KCA library into the current CAC library space and by office sharing the current CAC office wing.

During transition while CAC is building a new facility addition most building use for church ministries should be able to continue on as usual. CAC will request any additional special event use through the KCA office. CAC staff may access the areas of their scheduled use by going through the KCA office area as long as this doesn't interfere with a KCA function.

The understanding is that the proposed room use by either CAC or KCA would be without fees. Additional special event room use may be subject to user fees unless specifically notified otherwise. Each party will report damage done immediately and agrees to pay reasonable costs for repair. If either CAC or KCA requires staff time from the other party in the course of using the other's facility, the user group will pay a reasonable, agreed upon fee for the staff members time.

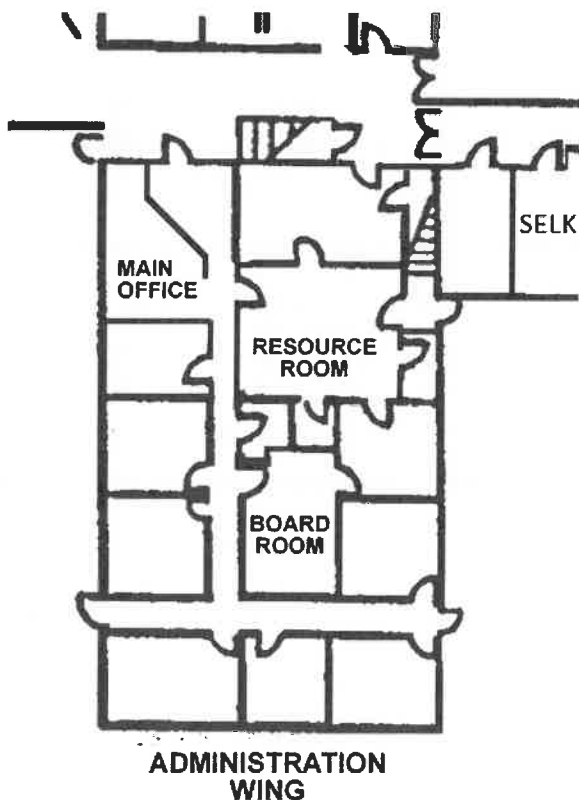
Electrical licensing and interior health licensing (kitchen)

KCA will assume responsibility for these when ownership is transferred from the Canadian Pacific District of the C&MA to KCA or its parent body.

Communication: In an effort to facilitate effective communication between CAC staff and KCA staff, the CAC lead pastor and administrative supervisor and/or the lead pastor's designate will meet periodically with the KCA principal and/or the principal's designate. In the event that these representatives of CAC and KCA are unable to resolve an issue, the matter will be referred to the CAC Board of Elders and the KCA School Board.

Proposed Office Reconfiguration

Current Office Wing



Proposed

