THE TOWN OF OKOTOKS
REGULAR COUNCIL MEETING
AGENDA

Monday, June 27, 2022

2:00 PM - Closed Session (Council Only)
3:00 PM - Public Session via Livestream

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CLOSED SESSION

(At Council's discretion, this portion of the meeting may be closed to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act*.)

3.1. Legal Advice (FOIP s. 24(1)(a)(g)) and 27(1))

3.2. Legal Advice (FOIP s. 24(1)(a)(g)) and 27(1))

3.3. Legal Advice (FOIP s. 24(1)(a)(g)) and 27(1))

3.4. Request for Extension - Memorandum of Understanding (FOIP s. 24(1)(a)(c), 25(1)(c))

3.5. Chief Administrative Officer's Performance Update (FOIP s. 17(2)(e))

4. DELEGATIONS (3:00 P.M.) OR (6:00 P.M. by prior arrangement)

4.1. REQUESTED DELEGATIONS

4.1.1. Awesome Kid Awards (6:00 p.m.)

4.1.1.1. Foothills Composite High School Students

Students from Foothills Composite High School of Fine Arts will be in attendance to be recognized for painting waste bins in the Town of Okotoks.

4.1.1.2. Tyrsa Family - Ukrainian Refugees

Kyryl Tyrsa will be in attendance to be recognized for his bravery after fleeing the Ukraine.

4.2. PUBLIC DELEGATIONS

4.2.1. Inclusion Foothills (3:00 p.m.)

Inclusion Foothills Business Engagement Coach Colette Conway will be in attendance to provide information to Council on the services they provide.

5. MOTION(S) ARISING FROM CLOSED SESSION

6. CONSENT AGENDA

6.1. MINUTES OF PREVIOUS MEETING - June 13, 2022 4

6.2. BUSINESS ITEMS FOR INFORMATION

6.3. FIRST READING BYLAWS

6.4. RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS

6.5. CORRESPONDENCE FOR INFORMATION

6.5.1. Honourable Tyler Shandro, Minister of Justice and Solicitor General, Re: Alberta Police Interim Advisory Board - June 8, 2022 12

6.5.2. Letter to the Honourable Adriana LaGrange, Minister of Education, Re: Ecole Good Shepherd School - November 30, 2021 and Response - June 9, 2022 18

6.5.3. Honourable Ric McIver, Minister of Municipal Affairs, Re: Calgary Metropolitan Region Board proposed Growth Plan, Servicing Plan, and Regional Evaluation Framework - June 10, 2022 22

6.5.4. Glen Ockerman, County of St. Paul Reeve, Re: Rising Cost of Alberta Utility Fees - June 14, 2022 24

6.6. BOARD AND COMMITTEE MINUTES

6.7. DISCLOSURE OF CLOSED SESSION ITEMS

7. BUSINESS ITEMS FOR ACTION

7.1. Arts and Learning Campus Facade 25

Information regarding the Arts and Learning Campus building façade is provided for Council's consideration.

7.2. Arts and Culture as an Economic Driver 40

Progress reporting on the Culture, Heritage, and Arts Master Plan II and clarification of arts and culture priorities and resourcing is provided for Council direction.

7.3. Okotoks Public Library Board Bylaw Acceptance 65

The Okotoks Public Library Board's Fees and Penalties Bylaw 01-22 is provided to Council for review and acceptance.

8. BYLAWS

9. NOTICES OF MOTION

10. MOTIONS RE NOTICES

11. CORRESPONDENCE FOR ACTION

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

13. COUNCIL REPRESENTATIVE REPORTS

14. PUBLIC HEARING(S) - 7:00 P.M.

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

16. ADJOURNMENT

TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, JUNE 13, 2022
AT THE MUNICIPAL CENTRE
COUNCIL CHAMBER

COUNCIL MEMBERS PRESENT	Mayor Thorn Councillor Actemichuk Councillor Hallmark Councillor Heemeryck Councillor Lang Councillor Robinson Councillor Swendseid
ADMINISTRATION PRESENT	Elaine Vincent, Chief Administrative Officer Patty Huber, Legislative Services Administrator

1. CALL TO ORDER

Mayor Thorn called the meeting to order at 2:07 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 22.C.247
By Councillor Actemichuk
That the agenda for the June 13, 2022 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. CLOSED SESSION

MOTION 22.C.248
By Councillor Hallmark
That the meeting go into Closed Session as the matters to be discussed during this portion of the meeting are within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act* at 2:09 p.m.

Carried Unanimously

3.1 Committee Citizen Member Appointments (*FOIP* s.17(4)(d)(f) and 17(5)(f)(i))
3.2 Organizational Status Report (*FOIP* s.24(1)(a) (d))
3.3 Operational Models (*FOIP* s.24(1)(a)(g)

In Attendance
Mayor Thorn
Councillors Actemichuk, Hallmark, Heemeryck, Lang, Robinson, and Swendseid
Chief Administrative Officer Elaine Vincent
Chief Financial Officer Ralph Ettenauer
Operations & Utilities Director Horacio Galanti
Community Growth, Investment & Sustainability Director Jeff Greene
Community Health & Safety Director Susan Laurin
Corporate Services Director Angela Whitney
Senior Communications & Strategy Advisor Ben Morgan
Corporate Analyst Tom Kerr
Legislative & Policy Services Manager Cathy Duplessis
IT Support Analyst Trevor Laboucane
Legislative Services Administrator Patty Huber
Client Representative Yvonne Johnson

MOTION 22.C.249
By Councillor Hallmark
That the meeting come out of Closed Session at 3:17 p.m.

Carried Unanimously

Break at 3:18 p.m. Reconvene at 3:29 p.m.

4. DELEGATIONS (3:00 P.M.) OR (6:00 P.M. by prior arrangement)

4.1 REQUESTED DELEGATIONS
None

4.2 PUBLIC DELEGATIONS
None

5. MOTION(S) ARISING FROM CLOSED SESSION

MOTION 22.C.250
By Councillor Swendseid
That Dhriti Thiru and Abigail Hemsley-Jardine be appointed to the Family and Community Support Services Committee for one-year terms ending June 30, 2023.

Carried Unanimously

6. CONSENT AGENDA

6.1 MINUTES OF PREVIOUS MEETING - May 24, 2022
6.2 BUSINESS ITEMS FOR INFORMATION
- 6.2.1 Okotoks RCMP Municipal Detachment Quarterly Update

6.3 FIRST READING BYLAWS
None
6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS
None
6.5 CORRESPONDENCE FOR INFORMATION
- 6.5.1 Sheila Gilmour, Mayor, Town of Fox Creek, Re: Further support for the RCMP - April 13, 2022
- 6.5.2 Laura Taylor, Deputy CEO, Marigold Library System - May 2, 2022
- 6.5.3 Rebecca Goodenough, Manager, Historic Places Research and Designation, Historic Resources Management Branch, Re: Removal of Resigtered Historic Resources Designation Stockton Block (Okotoks Town Hall) - May 5, 2022
- 6.5.4 Honourable Ric McIver, Minister of Municipal Affairs, Re: Funding Allocations - May 16, 2022
- 6.5.5 Dwight Kilpatrick, Town of Redcliff Mayor, Re: Rising Utility Fees - May 16, 2022
- 6.5.6 Debora Dueck, Town of Toefield Mayor, Re: Provincial Police Force - May 25, 2022
- 6.5.7 Debora Dueck, Town of Toefield Mayor, Re: Alberta Utility Fees - May 26, 2022

6.5.8 Honourable Jason Copping, Minister of Health, Re: Letter to Calgary Metropolitan Region regarding Emergency Medical Services - June 1, 2022

6.6 BOARD AND COMMITTEE MINUTES

6.6.1 Intermunicipal Committee - May 31, 2022

6.6.2 Municipal Planning Commission - May 19, 2022

6.7 DISCLOSURE OF CLOSED SESSION ITEMS

None

MOTION 22.C.251
By Councillor Lang
That items 6.2.1, 6.5.3, and 6.5.4 be exempt from the Consent Agenda and added to Business Items for Action; the minutes under 6.1 be adopted as presented; and the remaining items be received for information.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION

7.1 Okotoks RCMP Municipal Detachment Quarterly Update

Zane Semaniuk, Okotoks RCMP Detachment Staff Sergeant, provided responses to questions from Council regarding the Okotoks RCMP Municipal Detachment January to March 2022 Quarterly Update report.

MOTION 22.C.252
By Councillor Actemichuk
That the RCMP Quarterly report be received for information.

Carried Unanimously

7.2 Rebecca Goodenough, Manager, Historic Places Research and Designation, Historic Resources Management Branch, Re: Removal of Registered Historic Resources Designation Stockton Block (Okotoks Town Hall) - May 5, 2022

Susan Laurin, Community & Protective Services Director, provided responses to questions from Council regarding the Removal of Registered Historic Resources Designation Stockton Block letter.

MOTION 22.C.253
By Councillor Swendseid
That item 7.2 be received for information.

Carried Unanimously

7.3 Honourable Ric McIver, Minister of Municipal Affairs, Re: Funding Allocations - May 16, 2022

Elaine Vincent, Chief Administrative Officer, provided responses to questions from Council regarding the Funding Allocations letter.

MOTION 22.C.254
By Councillor Robinson
That item 7.3 be received for information.

Carried Unanimously

8. BYLAWS

None

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

11.1 Sudeep Bhargava, Calgary Crime Stoppers Association President, Re: Sponsorship Request - May 30, 2022

MOTION 22.C.255
By Councillor Robinson
That item 11.1 be received for information.

Carried Unanimously

11.2 Cathy Couey, Fund Development and Communications Officer, High River Health Care Foundation, Re: Donation Request - May 31, 2022

MOTION 22.C.256
By Councillor Swendseid
That consideration of item 11.2 be deferred to the September 12, 2022 Regular Council Meeting.

Carried

11.3 William Gardner, Okotoks Dawgs Baseball, Proclamation Request - June 6, 2022

MOTION 22.C.257
By Councillor Lang
That June 24, 2022 be proclaimed Okotoks Dawgs One-Millionth Fan Day in the Town of Okotoks.

Carried Unanimously

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Actemichuk provided information regarding misuse of Bird e-scooters and inquired where the Town's liability falls.
Elaine Vincent, Chief Administrative Officer, provided a response that the individuals who are using the e-scooters are liable for their actions. The Town's role is to educate residents on appropriate public behaviours and encourage them to report recklessness when witnessed.

Councillor Actemichuk provided information from businesses along Elizabeth and McRae Street that were unaware of the Okotoks Pride Street Festival held recently and inquired who is responsible for notifying businesses of events.
Elaine Vincent, Chief Administrative Officer, provided a response that processes are in place to notify the community of special event road closures. The Okotoks Pride group, with assistance from the Town, organized the event for the first time this year and there were learnings that will be taken forward to improve communications in future years.

Councillor Heemeryck provided information from residents whose homes back onto Cimarron Park regarding the park undergoing excavation and inquired if there is a process to notify homeowners of changes to green spaces in close proximity to them.
Elaine Vincent, Chief Administrative Officer, provided a response that the Okotoks Mountain Biking group initiated the excavation project with permission from the Town. A review of how the Town communicates third party initiatives to the community will be undertaken.

Councillor Hallmark provided information from business owners along McRae Street regarding the heightened risk of tripping due to the deterioration of the cobblestone walkways and inquired if these areas are scheduled for repair.
Elaine Vincent, Chief Administrative Officer, provided a response that in the short-term, residents can provide the location(s) where cobblestone is raised more than approximately 1.5" to the Town and repairs will be made to individual bricks. Longer term planning for the downtown includes replacement of the cobblestone in 2023/24.

13. COUNCIL REPRESENTATIVE REPORTS

Mayor Thorn, Councillors Actemichuk, Hallmark, Lang, Robinson, and Swendseid reported on their activities since the last Council meeting.

Break at 4:21 p.m. Reconvene at 7:15 p.m.

14. PUBLIC HEARING(S) - 7:00 P.M.

14.1 Public Hearing for Bylaw 14-22 - Land Use Bylaw Amendment

Mayor Thorn opened the Public Hearing for Bylaw 14-22 – Land Use Bylaw Amendment at 7:16 p.m.

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 14-22 is to amend Land Use Bylaw 17-21 by addressing regulatory and interpretation gaps identified over the months following adoption of the Bylaw.

Mayor Thorn called for presentations in favour of the proposed bylaw and there were none.

Mayor Thorn called for presentations in objection to the proposed bylaw and there were none.

Mayor Thorn called for Administration to provide a summary of submissions received after 12:00 p.m. on June 8, 2022 to 7:00 p.m. on June 13, 2022 and there were none.

Mayor Thorn called for a 15-minute break to provide an opportunity for members of the public to submit responses to new information that may have arisen from Administration's report.

Break at 7:36 p.m. Reconvene at 7:51 p.m.

Mayor Thorn called for Administration to provide a summary of submissions received during the 15-minute break and there were none.

MOTION 22.C.258
By Councillor Actemichuk
That the Public Hearing for Bylaw 14-22 close at 7:52 p.m.

Carried Unanimously

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

15.1 Bylaw 14-22 - Land Use Bylaw Amendment

MOTION 22.C.259
By Councillor Heemeryck
That Bylaw 14-22 be read a second time.

Carried Unanimously

MOTION 22.C.260
By Councillor Robinson
That Bylaw 14-22 be read a third time and passed.

Carried Unanimously

16. ADJOURNMENT

MOTION 22.C.261
By Councillor Lang
That the June 13, 2022 Regular Council Meeting adjourn at 7:54 p.m.

Carried Unanimously

TOWN OF OKOTOKS
JUN 13 2022
RECEIVED
COPY

ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Calgary-Acadia

AR 50717

JUN 08 2022

Her Worship Cathy Heron
President
Alberta Municipalities
300, 8616 - 51 Avenue NW
Edmonton AB T6E 6E6

Dear Mayor Heron:

Thank you to your association members of the Alberta Police Interim Advisory Board (APIAB) for meeting with me on April 20, 2022, to discuss the board's concerns and the next steps for APIAB. I have now had an opportunity to review and discuss our meeting, and am pleased to provide the following comments and direction in response.

The APIAB was created to provide Provincial Police Service Agreement (PPSA) municipalities the opportunity to provide input into provincial police priorities and the build up of the PPSA. As well, the board was asked to develop the mandate, roles, and responsibilities for a permanent board. I am aware that you have completed all of your tasks and we should be moving forward with the recruitment and selection of an eleven member permanent police advisory board.

Unfortunately, the recruiting and selection process has been delayed and I have been advised that it is unlikely that a permanent board will in place until we are well into year four of a five-year term placed on the Police Funding Model (PFM). Consequently, I ask that the members of the APAIB, if permitted by your association, continue to fulfil their crucial roles until we are successful in pursuing a permanent board at the completion of the five-year review of the PFM.

If you choose to do so, I will have my staff make the necessary arrangements so that members will be remunerated by honorarium for their time spent conducting board business, including travel expenses, in accordance with the Government of Alberta's Travel, Meal and Hospitality Expenses Policy.

.../2

204 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2339 Fax 780-422-6621
Suite 105, 10333 Southport Road SW, Calgary, Alberta T2W 3X6 Canada Telephone 403-640-1363

Again, I thank you for your dedication and commitment to providing safe and secure communities on behalf of all Albertans.

Sincerely,

Honourable Tyler Shandro, QC
Minister

cc: Tanya Thorn, Chairperson, Alberta Police Interim Advisory Board

ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Calgary-Acadia

COPY

AR 50717

JUN 0 8 2022

Mr. John McDougall
Chairperson
Alberta Association of Police Governance
admin@aapg.ca

Dear Mr. McDougall

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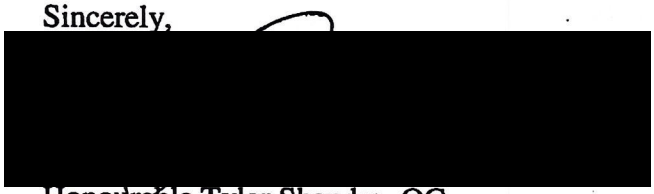
Sincerely,



Honourable Tyler Shandro, QC
Minister

cc: Tanya Thorn, Chairperson, Alberta Police Interim Advisory Board

ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Calgary-Acadia

COPY

AR 50717

JUN 0 8 2022

Mr. Paul McLauchlin
President
Rural Municipalities of Alberta
2510 Sparrow Drive
Nisku AB T9E 8N5

Dear Mr. McLauchlin:

Thank you to your association members of the Alberta Police Interim Advisory Board (APIAB) for meeting with me on April 20, 2022, to discuss the board's concerns and the next steps for APIAB. I have now had an opportunity to review and discuss our meeting, and am pleased to provide the following comments and direction in response.

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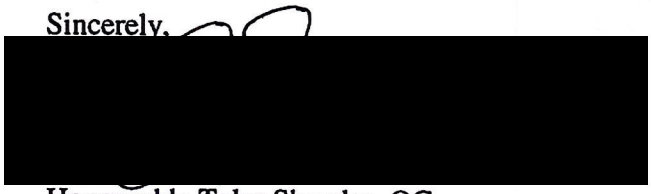

Honourable Tyler Shandro, QC
Minister

cc: Tanya Thorn, Chairperson, Alberta Police Interim Advisory Board

Okotoks
Historic Past, Sustainable Future

Office of the Mayor
403-938-8904

November 30, 2021

The Honourable Adriana LaGrange
Minister of Education
228 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
Email: education.minister@gov.ab.ca

Dear Minister LaGrange:

The Town of Okotoks agrees with concerns raised by Christ the Redeemer (CTR) Catholic School Division with regard to the overall condition of Ecole Good Shepherd School (EGSS), and supports a new build rather than renovating EGSS.

The Town acknowledges budgets and funding are tight and limited at all levels of government, and understands that at the end of the day there is only one taxpayer. However, the Town supports a comprehensive plan for spending funds that will result in a structure that is solid and will last well into the future, versus a short-term solution that will still need future contributions. The analysis provided by CTR for remediation of EGSS costing $19.78 million and the cost of a new build being $21.9 million illustrates that the best and most cost effective solution is the construction of a new school at D'Arcy Ranch which is less than two kilometres from EGSS.

Okotoks has given conditional support to keep using the Sprung structure as a gym for EGSS for the period of time it will take to have the longer term solution of a new school built at D'Arcy Ranch. To further highlight the Town's support, if a new school build was approved, immediate access to this shovel ready site is available and would be provided.

As immediate needs would be met by a new school in D'Arcy, Okotoks would support the demolition of EGSS and the site restored to green space for two to five years. Okotoks supports CTR's vision and request as detailed in their letter to you, as Minister of Education, dated March 29, 2021.

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I would be happy to discuss Okotoks' support of the request from CTR and our vision for EGSS and a new school build in our community.

Sincerely,

[redacted]

Tanya Thorn
Mayor

c: Dr. Morrison, Superintendent,
Christ the Redeemer Catholic Schools

R.J. Sigurdson, MLA for Highwood

ALBERTA
EDUCATION

Office of the Minister

JUN 0 9 2022

AR117368

Her Worship Tanya Thorn
Mayor
Town of Okotoks
PO Box 20 Station Main
Okotoks AB T1S 1K1

Dear Mayor Thorn:

Thank you for your November 2021 letter expressing the support of the Town of Okotoks for a new school to be built to replace École Good Shepherd School rather than having the existing school renovated. I apologize for the delay in my response.

I appreciate the support the Town of Okotoks provides to local school authorities, including your efforts to ensure the availability of school sites. I am pleased by the collaborative working relationship established between your municipality and local school jurisdictions.

Alberta's government is committed to ensuring that every student receives a high-quality education that enriches their life and prepares them for success. Building new schools and modernizing old school facilities is one of the most important investments we can make in our children's future, and in the future of our province.

The original planning for this project explored the costs of a modernization and a full replacement school. The value scoping exercise in 2018/19 also considered the phased approach to immediately remedy the gymnasium and consider the future needs of the school board.

My department is committed to working with Christ the Redeemer Catholic Schools, and will provide up to $100,000 in planning funding to further explore the condition of the existing École Good Shepherd School facility and identify the most suitable option for the accommodation of École Good Shepherd students. My staff will be in contact with Christ the Redeemer's administration to discuss the specific planning activities, which I suggest include a third-party investigation of the existing structure, an assessment of the current École Good Shepherd School site, an assessment of the proposed new school site and an additional visioning planning session for the accommodation of École Good Shepherd School students and additional enrolment growth. This planning will support the review of the board's current capital needs, further development of its capital plan and inform decisions about the current École Good Shepherd School project.

.../2

228 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-5010 Fax 780-427-5018

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I commend the Town of Okotoks on its ongoing commitment to ensuring quality educational space is provided to local students, and I thank you for sharing your perspective.

Sincerely,

[redacted]

Adriana LaGrange
Minister

cc: Andrea Keenan
Board Chair, Christ the Redeemer Catholic Schools

R.J. Sigurdson
MLA, Highwood

TOWN OF OKOTOKS
JUN 13 2022
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ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

AR109035

June 10, 2022

Mr. Greg Clark
Chair
Calgary Metropolitan Region Board
305, 602 - 11 Avenue SW
Calgary AB T2R 1J8

Dear Mr. Clark:

As you know, I have been carefully reviewing the Calgary Metropolitan Region Board (CMRB) proposed Growth Plan, Servicing Plan, and Regional Evaluation Framework to ensure an appropriate balance between sustainable growth and opportunities for economic development.

I have consulted at length with members of the CMRB and stakeholders in the region. I listened to the perspectives of both urban and rural municipalities, considered best practices in land-use planning, and have concluded that amendments must be made to the Growth Plan and Regional Evaluation Framework to allow for sufficient development opportunities in rural areas.

As a result, I intend to make changes to the Growth Plan and the Regional Evaluation Framework (REF) to establish a new Placetype: Rural Employment Areas, which will allow certain types of developments to occur without board approval, and new size parameters for residential developments to ensure that developments below a certain size will also not require board approval. As well, I intend to enact a number of other less substantive changes to the REF to reinforce the importance of economic development within the region.

I have asked Municipal Affairs staff to work directly with the CMRB administration to examine various aspects of the Growth Plan, Servicing Plan, and Regional Evaluation Framework (such as maps and tables) that would need to be updated to implement these changes. I am optimistic these plans will help the Calgary Metropolitan Region grow and thrive. I look forward to sharing the approved plans with you shortly.

Sincerely,

[redacted]

Ric McIver
Minister

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

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Classification: Protected A

cc: Mayor Peter Brown, City of Airdrie
Mayor Jyoti Gondek, City of Calgary
Mayor Jeff Colvin, City of Chestermere
Mayor Jeff Genung, Town of Cochrane
Mayor Craig Snodgrass, Town of High River
Mayor Tanya Thorn, Town of Okotoks
Reeve Delilah Miller, Foothills County
Councillor Kevin Hanson, Rocky View County
Jordon Copping, Chief Officer, Calgary Metropolitan Region Board

COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4
www.county.stpaul.ab.ca

Our Mission - To create desirable rural experiences

June 14, 2022

Alberta Utilities Commission
106 Street Building
10th Floor, 10055-106th
Edmonton, AB
T5J 2Y2

RE: Rising Cost of Alberta Utility Fees

There have been numerous municipalities throughout Alberta that have voiced their concern to the AUC about the current rising cost of utility fees for both electricity and natural gas.

The County of St. Paul No.19 is echoing and supporting those municipalities by submitting this correspondence and is asking for the Commission to reevaluate the fees being charged on top of the actual usage fees, and the amount of profit corporations are making off our County residents and all Albertans. The fundamentals of utilities shouldn't be an opportunity for corporate profit.

Over the past couple of years, Albertans have been faced with an extreme economic recession, the stress of the pandemic combined with rising employment uncertainty and inflation impacting food, fuel, supply shortages and housing. Individual residents are not the only ones stricken by the current utility fees, business big and small, including non-profits are struggling to keep their doors opens due to the ever-increasing cost of utilities.

We urge you to take the time to consider what the rising cost of Alberta's utility fees are doing to our residents. Now is not the time to be financially stressing Albertans more by increasing utility fees, but rather a time to support all Albertans through this difficult economic time.

Sincerely,

[redacted]

Glen Ockerman
Reeve
Cc: David Hanson, MLA
RMA Membership
AUMA Membership

Phone: 780-645-3301
Email: countysp@county.stpaul.ab.ca

Council
June 27, 2022

ARTS AND LEARNING CAMPUS FACADE

Issue
Information regarding the Arts and Learning Campus building façade is provided for Council's consideration.

Motion Proposed by Administration
That the Arts and Learning Campus building be accepted as complete in its current form.

Report, Analysis and Financial Implications
To address the perception that the Arts and Learning Campus building has an "institutional" appearance, potential amendments to the north facade (Riverside Drive side) of the building were presented at the June 21, 2021 meeting of the Governance and Priorities Committee (GPC) for consideration. At that meeting, the following motion was made:

> "That a decision on the Arts and Learning Campus building façade be postponed to June 2022 until all landscaping is complete in order to see what the site looks like in whole."

Through the Development Permit application and review process for the Arts and Learning Campus building, Administration requested there be a significant contrast between the brick, which covers the majority of the building exterior, and the other building elements. Although this was achieved to a degree, in the spring of 2021 Administration felt that the level of contrast was less than what was anticipated based on the approved drawings. To increase the contrast between building elements and address what some would consider to be an institutional appearance, two specific changes to the north (Riverside Drive) building façade were presented for consideration at the June 21, 2021 meeting of the GPC.

The first change involved generating a gradient brick texture by incrementally varying the depth of brick in key areas of the facade.

The second change involved the addition of a perforated metal screen in a woodland motif at the building entrance. Additional details regarding the proposed changes are provided in the attached June 21, 2021 GPC report.

These facade improvements would require approval of additional funds toward the project.

The project architect provided cost estimates for the proposed brick modifications and the metal screen in the spring of 2021. The estimated cost of the brick texturing was $200 - $250 per square foot, the proposed area of brick is 550 square feet, yielding a range of $110,000 to $137,500. The estimated cost of the metal screen was $240 -

$295; the area of the proposed screen is 904 square metres, giving a range of $216,960 to $266,680. Therefore, the cost of the proposed brick texturing and metal screen ranged from $326,960 to $404,180. Due to material shortages, supply chain issues, and inflation the actual costs will likely be higher than last year's estimates.

Recommendation

The completion of site landscaping this summer and the installation of features such as decorative street light banners will enhance the overall site aesthetic allowing the building to blend into the site, reducing its perceived "institutional" appearance. In addition, the public has generally accepted the building's appearance since its opening. Administration therefore recommends that Council accept the building as complete in its current form and not expend additional budget to revise the building's appearance.

Strategic Plan Goals

☐	Manage Community Growth
☒	Provide Quality Community Infrastructure
☐	Enhance Organizational Excellence

☐	Provide Strong Governance
☐	Healthy and Safe Community
☒	Foster Economic Vitality
☐	Promote Environmental Excellence

Governing Policies/Bylaws/Legislation or Agreements

The proposed amendment is in alignment with the Municipal Development Plan, specifically Section 2.3.6 "Design and construct new civic buildings and spaces to feature Okotoks' natural beauty and to meet high standards of environmental stewardship, urban design, architecture, landscape architecture, and public art."

Land Use Bylaw 17-21 identifies the site as Downtown District (D). The proposed use for the site (Government) is listed as a permitted use in the Downtown District.

Public Participation Strategy

n/a

Alternatives for Consideration

n/a

CAO Comments

In 2021, the GPC deferred a decision on the Arts and Learning Campus building façade for one year. To ensure compliance with the direction of GPC, Council will now need to consider if amendments to the façade are required. Administration does not recommend changes.

Attachment(s)

1. Façade Treatment – Arts and Learning Campus GPC 2021 report
2. Arts and Learning Campus Council report 2020

Prepared by:
Craig Davies
Development Planner
June 16, 2022

Governance and Priorities Committee
June 21, 2021

FACADE TREATMENT AT THE ARTS AND LEARNING CAMPUS

Council / Governance Issue

To increase the visual contrast between building elements and to address the perception that the Arts and Learning Campus building has an “institutional” appearance, amendments to the north facade (Riverside Drive side) of the building are presented for the Governance and Priorities Committee’s (GPC) consideration.

Recommendation

1. That a recommendation be forwarded to Council to direct Administration to prepare an amended Development Permit to include brick facade and screen treatments to the façade of the Arts and Learning Campus.
2. That a recommendation be forwarded to Council to direct Administration to prepare a budget amendment of $400,000. Funding source: Municipal Grants (67%) and Christ the Redeemer (CTR) (33%) or 100% Municipal Grants should CTR not have budget capacity.

Background and Considerations

Through the Development Permit application and review process for the new Arts and Learning Campus building, Administration requested there be a significant contrast between the brick, which covers the majority of the building exterior, and the other building elements. Although this has been achieved, to a degree, Administration feels the level of contrast is less than what was anticipated based on the approved drawings. As Council is acting as Owner of the project, the GPC may wish to recommend that they consider the introduction of additional architectural elements that will ensure sufficient contrast is achieved and reduces the perspective of an overtly “institutional” appearance.

The project architect has presented an option of adding texture and relief on the north (Riverside Drive) facade, which are intended to animate the building and address what some would consider to be an institutional appearance.

Two specific changes are presented for consideration.

The first involves generating a gradient brick texture by incrementally varying the depth of brick in key areas of the facade. This technique will increase the shadow created by the brick and make that section of brick appear darker than the surrounding area. This technique is proposed to be strategically applied adjacent to the wood panels at the third floor level to increase the contrast between the panels and the brick and to the first floor level adjacent the building entrance.

Original Rendering (DP104-20)

Brick Revisions – First and Third Levels

The second change involves the addition of a perforated metal screen in a woodland motif at the building entrance. The screen would reflect the natural, river valley setting of the campus, and function as a piece of public art, alluding to the arts component of the Arts and Learning Campus. Similar to the effect achieved by the brick texturing, the contrast between the screen and the brick may be increased or decreased by varying the gradient and size of perforations, and by altering the colour of the screen.

Brick Revisions and Perforated Metal Screen

Perforated Metal Screen at Building Entrance

The proposed amendments provide additional contrast between exterior finishing materials and helps “break-up” the visual massing of the building. The revisions also animate and add interest to the facade and introduce a public art component to the site.

These facade improvements would require approval of additional funds toward the project.

Should the GPC determine that such enhancements are beneficial and/or necessary, Administration would request a recommendation be forwarded to Council requesting revised drawings from the Applicant of the Arts and Learning Campus which would be included with site plan (parking and landscaping) amendments to the original approving Development Permit (DP104-20).

The project architect has provided cost estimates for the proposed brick and metal screen. Please note these are very high level budget numbers as the design of these items is still in progress. The estimated cost of the brick texturing is $200 - $250 per square foot, the proposed area of brick is 550 square feet, yielding a range of $110,000 to $137,500. The estimated cost of the metal screen is $240 - $295, the area of the proposed screen is 904 square metres, giving a range of $216,960 to $266,680. Therefore, the cost of the proposed brick texturing and metal screen ranges from $326,960 to $404,180.

Current Policy or Bylaw Analysis

The proposed amendment is in alignment with the Municipal Development Plan, specifically Section 2.3.6 “Design and construct new civic buildings and spaces to feature Okotoks’ natural beauty and to meet high standards of environmental stewardship, urban design, architecture, landscape architecture, and public art.”

Land Use Bylaw 17-21 identifies the site as Downtown District (D). As the proposed use for the site (Government) is listed as a permitted use in the Downtown District, the Development Officer is the Approving Authority.

Municipal Comparisons
n/a

CAO Comments
I support these exterior enhancements.

Attachment(s)
1. Development Permit 104-20 Arts and Learning Campus Phase 1 - April 27, 2020 Council Report

Prepared by:
Craig Davies
Development Planner
June 17, 2021

Council
April 27, 2020

DEVELOPMENT PERMIT 104-20
ARTS AND LEARNING CAMPUS PHASE 1

Issue
A Development Permit application has been received for Phase 1 of the Arts and Learning Campus, which is designated Direct Control and Council is the Development Authority.

Motion Proposed by Administration
That Development Permit application 104-20 for Public and Quasi-Public Buildings, Facilities and Installations (Arts and Learning Campus – Phase 1) and associated signage be approved subject to the following conditions:

1. Prior to the release of the Development Permit, the Developer shall:
   a. Provide a Development Site Servicing Plan Package, including among other things any proposed/required regulatory signage such as stop signs, handicapped parking signs etc., in accordance with Section 4.3.9(a) of the Land Use Bylaw;
   b. Provide a Site Lighting Plan for the entire development area (7, 15, 23, 31, & 35 Riverside Drive and the parking lot on the east side of 43 Riverside Drive) in accordance with Sections 3.2.1(n), 9.21.0 and 17.0 of the Land Use Bylaw;
   c. Provide detailed elevation drawings of all proposed waste and recycling enclosures, including doors;
   d. Revise all site plans clearly indicating all areas of coloured concrete paving;
   e. Revise all relevant drawings of the new parking lot located at 35 Riverside to indicate the proposed sidewalk to be raised above the height of the parking surface to form a continuous pedestrian connection;
   f. Revise all site plans showing the location of electric vehicle charging station(s) and provide detailed drawing of electric vehicle charging signage.

   Conditions 1a through f above to the satisfaction of the Town.

2. Development Conditions:
   a. The Developer shall construct the development in accordance with:
      i) All conditions of this approval;
      ii) The site plan to be revised in accordance with the conditions of approval;
      iii) The site plan, floor plans and elevation plans approved by Council on April 27, 2020; and
      iv) Any other plans to be submitted and approved as a requirement of this approval;

   b. Prior to commencement of landscaping, the Developer shall:
      i) Provide a detailed Landscaping Plan prepared by a qualified Landscape Architect in accordance with Sections 3.2.1(m) and 9.5.0

of the Land Use Bylaw. The Landscape Plan shall employ water conservation techniques such as grouping of trees and shrubs in mulched beds, use of xeriscape plants, etc.;

i) Revise landscape plans to add a second species of tree to the sidewalk trees along Riverside Drive. White Ash is a recommended species;

ii) Revise landscape plans to relocate the planting bed at the southwest corner of the building directly against the building; and

iii) Revise the Tree Planting Detail to show a topsoil depth specification of 300mm.

b. The Developer shall:

i) Develop the site in accordance with Section 9.11.0 Land Subject to Flooding;

ii) Provide documentation to the satisfaction of the Municipal Engineer that all buildings have been flood proofed. The main floor elevation must be a minimum of 0.5m above the 1:100 year flood elevation [minimum elevation 1053.30];

iii) Construct all development in accordance with the Town of Okotoks General Design and Construction Specifications;

iv) Screen all roof top apparatus with building parapets;

v) Provide vertical face concrete curb between all driving surfaces and landscaped areas;

vi) Pave all required parking surfaces and associated driving lanes, delineate all paved parking spaces with painted lines and sign the barrier-free parking spaces with freestanding signage;

vii) Provide documentation showing that Lots B, C and D, Plan 2512 HF have been consolidated;

viii) Provide documentation showing the registration of a mutual access agreement for Lot 8, Block 3, Plan 091 3935 and Lot 1, Block 4, Plan 031 2387; and

ix) Provide documentation demonstrating registration by caveat of agreements between the Town of Okotoks and the owner of Lot 8, Block 3, Plan 091 3935 for shared parking on Lot 8, Block 3, Plan 091 3935 and Lot 1, Block 4, Plan 031 2387, benefiting Lot 2, Block 3, Plan 021 0286; Blocks B, C and D, Plan 2512; and Lot F through I, Block A1, Plan 6250A;

to the satisfaction of the Development Officer;

c. The issuance of a development permit by the Town of Okotoks does not relieve the permit holder of the responsibility of complying with all other relevant municipal bylaws and requirements, nor excuse violation of any regulation or act, which may affect this project.

Report, Analysis and Financial Implications

Background

The Town is proceeding with the Arts and Learning Campus in order to meet a number of Council strategic objectives. These include fostering economic vitality, providing quality infrastructure, capitalizing on partnerships, and managing community growth. The benefits to the community include the opportunity for the project partners to co-locate, share resources, and create a vibrant Arts and Learning Campus that strengthens the downtown and provides a shared asset for the community. Anchoring the downtown, securing post-secondary education, and enhancing the economic development potential of the downtown are some additional benefits of this project. Finally, by locating a number of non-taxable properties together on the campus, more taxable square footage will be made available in the downtown.

The Arts and Learning Campus is a partnership between the Town of Okotoks, Christ the Redeemer School Board, Foothill School Division, the Okotoks Public Library, and Community Futures Highwood. Responding to the space and locational requirements of the partner organizations, the Arts and Learning Campus provides a unique opportunity to leverage economies achieved through co-location. In addition to providing vibrant education and learning spaces, the campus will also provide opportunities for indoor and outdoor community events. The project reflects the foundations established in the Economic Development Master Plan and the Roger Brooks Action Plan to achieve a vibrant space that strengthens the downtown.

History

The Okotoks Economic Development Committee and Okotoks Post-Secondary Education Committee identified an Arts and Learning Campus as a key priority and developed strategies to see its realization.

On January 8, 2019, Council requested the development of a preliminary conceptual plan for the Arts and Learning Campus.

On February 25, 2019, Town Administration brought forward a report to Council presenting the preliminary concepts for the Arts and Learning Campus. Council supported the general massing and scale of the concepts presented and directed Administration to proceed with public participation and to continue discussions with potential stakeholders.

On May 27, 2019 Council approved funding for Phase 1 of the two-Phase Arts and Learning Campus Project.

On March 9, 2020 Council passed Bylaw 13-20. Bylaw 13-20 redesignated lots 7, 15, and 23 Riverside Drive West from Public Service District and Restricted Development District to Direct Control District to accommodate the Arts and Learning Campus.

Proposed Development

This proposal is Phase 1 of the two-Phase Arts and Learning Campus. The site is located on the south side of Riverside Drive West between Veterans Way and Riverside Gate. Phase 1 includes the construction of a new building which will accommodate the Okotoks Public Library, Christ the Redeemer School Board offices,

Community Futures Highwood, St. Luke's Outreach School, and renovations to the existing library building to accommodate Bow Valley College, Cameron Crossing School, and retail space. Phase 1 will also include two public plazas, a surface parking area, and modifications to Riverside Drive to accommodate additional on-street parking. Phase 2, which is not part of this Development Permit application, will include a performing arts centre and parkade, both to be located within the area known as the Creamery site (35 Riverside Drive West). A commencement date for Phase 2 is tentatively scheduled for 2027 and beyond in the Town's Ten-Year Capital Plan.

New Okotoks Public Library and Christ the Redeemer School Board Building
A new three storey, 4,800 square metre building will be located west of the existing library on the north portion of Ethel Tucker Centennial Park and the west portion of the current library parking lot. The building has been sited to meet the setback requirement from the floodway, to reinforce the urban street edge along Riverside Drive, and to ensure the stands of mature trees on the south and east sides of the site are retained.

The building is broken into two masses, the east volume aligns with the street to reinforce the continuity of the street edge and relate to the existing library building. The other volume opens to the south to create a plaza on the west side and maximize the retention of mature trees. This plaza will create a second public space that will be further defined by the future performing arts building. The plazas have been carefully designed to allow permeability and a stronger connection between the river and the downtown area.

The ground floor of the building is raised to protect against possible flood events. This level change has been addressed by either landscaped berms adjacent to the building or, in the case of the more urban, street-side of the building, a raised planter. The concrete block cladding at the lower portion of the building is a necessary robust material that can withstand floodwater, but in this case will have a refined honed finish, and a random pattern composed of two slightly varying shades of gray.

Above the ground floor level, the first two storeys of the building are clad in a lightly textured buff/beige brick, a colour that is sympathetic to the natural wooded landscape beyond. Brick provides a finer grain texture to the facade and gives the building a more intimate scale. While also highly durable, the brick is a direct reference to the material utilized in some of Okotoks' historical structures, such as the Stockton Block.

While the first two storeys of the building are clad in brick, the third storey is clad in high pressure laminate panels. These panels consist of real wood veneer laminated on a composite panel. The wood siding reduces the apparent height, and massing of the building while referencing the natural river valley setting.

Flood Risk and Mitigation
A determining factor in siting the new building was ensuring compliance with the Okotoks Flood Plain Policy. The policy requires new development to be setback a minimum of 10 metres from the floodway. The building meets this setback requirement and meets the Land Use Bylaw requirement for the main floor and all

electrical and mechanical equipment in a building to be located at least 0.5 metres above the 1:100 year design floor elevation. The proposal does not meet Land Use Bylaw section 9.11.2(d) which requires the area surrounding the foundations of all new habitable buildings to be raised to at least the 1:100 year flood level. In areas where it is possible to raise the grade next to the building, such as the south and west building elevations, a sloped landscaped berm is proposed. Raising the grades next to the building on the north elevation is not possible, as the building has to tie into the elevation on Riverside Drive, which is slightly below the 1:100 year flood elevation. To minimize damage should flooding occur, the building has been designed with durable materials such as concrete and block masonry at the lower level. The building has also been designed with a main floor that is above the 1:200 year flood elevation.

Renovation of Existing Library Building

The existing library building will be renovated and divided into three separate tenancies to accommodate Bow Valley College, Cameron Crossing School, and a retail space with a tenant yet to be determined. In addition to the interior changes, exterior renovations will include additional entrances, additional windows, and tenant signage all on the north elevation. Exterior finishing material will remain the same.

Ethel Tucker Centennial Park, Landscaping, and Public Plazas

Although reconfigured, the park space on the site will continue to be known as Ethel Tucker Centennial Park. With the removal of the library parking lot, the total area of soft landscaping in the park will remain unchanged at approximately 1.5 acres, while approximately 0.55 acres of new multi-purpose plaza space will be added.

The site has been designed to preserve as many existing mature trees as possible. All of the trees on the south side of the site will remain as will the large stand of mature trees on the west side of the site.. The area between the new building and the environmental reserve parcel to the south will be grassed with existing and newly planted trees and shrubs organized into several planting beds. The sidewalk adjacent to Riverside Drive has been widened substantially and will include tree planting and benches. Raised concrete planters accommodating a variety of shrubs and grasses will be located on the north and west sides of the new building. New plantings will consist of 79 trees and 422 shrubs.

The site provides two public plazas, one on either side of the new building. Both plazas are framed by existing and proposed built form and serve as gateways from the Town centre to Ethel Tucker Centennial Park, the river valley trail network, and the Sheep River. The east plaza will become the link between Riverside Drive and the natural landscape surrounding the Sheep River. In addition to serving as a connection to the river valley, the plaza has been designed with a central open area to accommodate passive and programmed events. The plaza will include treed landscaped areas with integrated benches and pedestrian scaled lighting throughout. Tree species for the plazas have been selected to provide shade for plaza users in the summer, allow for sunlight during the winter months, and have a high enough canopy to allow for clear lines of sight through the plazas. The plaza area on the west side of the building will be similarly finished with landscaped areas, benches, and pedestrian scaled lighting. To increase the utility of the plaza, electric receptacles will be provided in each of the planters.

Parking

Parking for Phase 1 of the Arts and Learning Campus will be provided in a new surface parking lot to be developed on the former Creamery site (35 Riverside Drive West) and in a shared parking arrangement with the Okotoks United Church (43 Riverside Drive West).

Presently, Riverside Drive consists of one westbound lane and two eastbound lanes from Riverside Gate to the existing library parking lot. East of this point, the road is reduced to one eastbound lane, and the curb lane transitions to parallel parking. By expanding parallel parking on Riverside Drive to the east and reconfiguring the existing 90 degree parking adjacent to Ethel Tucker Centennial Park to 60 degrees, 21 parking spaces will be made available along on Riverside Drive.

The new parking lot will provide 84 parking spaces. Reconfigured angle and parallel parking on the south side of Riverside Drive will provide 21 parking spaces and shared parking at the Okotoks United Church will provide 70 parking spaces, giving a total of 175 parking spaces.

The Direct Control land use district for this site specifies that parking requirements are at the discretion of the Development Authority. Administration has calculated the minimum number of parking spaces for all the proposed uses on the site, based on similar uses in other land use districts:

Use	Parking Ratio	Number of Spaces
Library	1 space per 37m^2 floor area	2122.76 / 37 = 57.37
Community Futures	1 space per 37m^2 floor area	508.03 / 37 = 13.73
Christ the Redeemer School Board offices	1 space per 37m^2 floor area	802.14 / 37 = 21.73
St. Luke's School	8 spaces per classroom	5 classes = 40
Bow Valley College	1 space per 37m^2 floor area	467.27 / 37 = 12.63
Cameron Crossing School	8 spaces per classroom	2 classes = 16
Retail	1 space per 37m^2 floor area	349.73 / 37 = 9.45
TOTAL		170.91 (171) required

When the Municipal Centre was approved in 2006, 47 off-site parking spaces for municipal employees were provided in the library parking lot. With the development of Phase 1 of the Arts and Learning Campus, municipal employee parking will be relocated to the Creamery parking lot located approximately 100 metres to the west. Because the distance between the Municipal Centre and the parking area exceeded the Land Use Bylaw maximum allowed distance (122 metres) between an off-site parking area and a principal building, a variance to the Land Use Bylaw was granted with the 2006 development permit approval. The distance between the Municipal Centre and the library parking lot is approximately 145 metres. Relocating employee parking to the new parking lot would increase this distance to approximately 260 metres.

A Transportation Impact Assessment (TIA) has been prepared for this project and was submitted with the Development Permit application. The TIA includes a shared parking analysis that forecasts a peak (2:00 p.m.) shared parking demand of 155 parking spaces for all Phase 1 uses and a 2:00 p.m. peak demand of 36 parking spaces for municipal employees, yielding a total demand of 191 parking spaces.

The TIA also indicates a peak 2:00 p.m. parking demand at the Okotoks United Church of 21 parking spaces, meaning at 2:00 p.m. there would be 49 parking spaces available for shared parking at the Okotoks United Church. With a peak demand of 191 parking spaces and a total of 154 parking spaces available in the new parking lot, on Riverside Drive and in the shared United Church Parking lot, there would be a deficit of 37 parking spaces at this peak demand time.

Although the TIA demand projections indicate a parking deficit during times of peak demand, the guiding principles and objectives of this project must be taken into consideration. The unique river valley setting and campus environment facilitate transportation and parking solutions not solely dependent on the provision of additional parking. With a wide variety of uses and anticipated users, the campus will receive a variety of visitors to and from the site utilizing various modes of transportation. The proposal aligns with the Town's Active Transportation Strategy and Downtown Urban Design Master Plan by supporting multiple modes of transportation and by not necessarily providing more parking, but by managing parking though strategies such as shared parking arrangements and adding/reconfiguring on-street parking.

The proposal is also in alignment with the Integrated Transportation section of the Draft Municipal Development Plan, policy 3.3 calls for a reduction in parking standards as one way to reduce car dependency. Specific policy encourages the adjustment of parking requirements for individual developments to reflect site limitations.

<u>New Parking Lot (35 Riverside Drive West) and Okotoks United Church Parking Lot</u>
As noted, this application includes the redevelopment of the former Creamery site to accommodate 84 parking spaces. Proposed improvements to the parking area include: new surfacing, new pedestrian walkway, poured in place concrete curbing, four new landscaped islands, and lighting.

<u>Waste and Recycling</u>
Waste, recycling, and organics will be collected within the existing and proposed library buildings in two-wheeled bins and stored outside in waste enclosures located on the west side of the new library building and on the west side of the existing library. On pick-up days the bins will be removed from the enclosures and wheeled to a designated curbside location in front of the new library building. The enclosures will be constructed with cast in place concrete, details regarding the enclosure doors have not been provided with this application, however the conditions of approval include a prior-to-release condition requiring this information. The sides of the enclosures have been identified as potential locations for community art projects.

Sustainability Components
The new library building is targeting LEED Gold Certification. Sustainability components include wiring the building to accommodate a future photovoltaic solar energy system, the provision of an electric vehicle charging station along Riverside Drive, and other structural and heating, ventilation, and air conditioning elements.

Downtown Urban Design Master Plan
The subject site is located within the plan study area, specifically within the area identified as Big Move #8 – Riverfront and Public Market. Guidelines for this area include:

- Protection of the Sheep River ecosystem, native and natural vegetation, and historically significant sites;
- Maintaining the integrity of natural watercourses, springs, etc.;
- Access to and connectivity between each plaza, park, and open space;
- Interpretive elements to educate and inform the public about Okotoks' heritage; and
- Addition of streetscape elements on Riverside Drive such as street swales, curb extensions or "bulb-outs", increase water infiltration within and around parking areas.

Strategic Plan Goals

☐	Manage Community Growth
☒	Provide Quality Community Infrastructure
☐	Enhance Organizational Excellence

☐	Provide Strong Governance
☒	Healthy and Safe Community
☒	Foster Economic Vitality
☒	Promote Environmental Excellence

Public Participation Strategy
The following information sessions were held to present the project to the community:

- April 12 and 13, 2019 – Information session at the Okotoks & District Chamber of Commerce Trade and Lifestyle Show.
- October 3, 2019 – Information session at the Okotoks Recreation Centre.
- February 27, 2020 – Information session at the Public Library. The purpose of this information session was to present the Development Permit application to the public and gather input. Site plans, floorplans, building elevations, and renderings of the new library building and public plazas were on display. Representatives from the Town as well as members of the architectural design and construction team were available to answer questions. Approximately 40 individuals visited the information session and eight comment sheets were submitted. Comments touched on building architecture, building programming, parking, and traffic.

Information regarding these sessions was advertised on the Town website, social media feeds, the Eagle 100.9 FM radio station, and in the Western Wheel newspaper. A Pubic Hearing was held on March 9, 2020 for Bylaw 13-20. Bylaw 13-20 redesignated lots 7, 15, and 23 Riverside Drive West from Public Service District and Restricted Development District to Direct Control District to accommodate the Arts and Learning Campus.

Alternatives for Consideration
n/a

CAO Comments
The only question before Council in considering approval of the Development Permit, with or without conditions, is whether the land in question is suitable for its intended purposes and whether the Development Permit is consistent with the uses assigned to the site under Bylaw 13-20, which redesignated this area from Public Service District and Restricted Development District to Direct Control District. Consideration of the budget or matters such as the function of the Arts and Learning Campus or the partnering arrangements is not before Council as those decisions were previously made by Council and are not pertinent to the question of whether the use is appropriate under the Bylaw.

The main question in relation to whether the land is suitable is the proximity to the floodway. Below is the analysis in relation to those questions:

- All provincial and local requirements are to build above the 1:100 flood elevation;
- Town of Okotoks current requirement is 500mm above the 1:100 flood level;
- The Arts and Learning Campus team was in communication with Alberta Environment during the validation phase to ensure we were as up to date as possible with the forthcoming mapping. The new flood mapping from the Province was shared with the Town in January however has not yet been publicly released by the Province;
- The Arts and Learning Campus was set at 600mm above the previous 1:100. (New 1:100 is about 15-20mm higher - so we ended up at ~585mm above new 1:100);
- New mapping provided a 1:200 elevation;
- By going with 600mm instead of 500mm requirement, the Arts and Learning Campus balanced provisioning, as best as possible, for 1:200 as well as maintaining a reasonable street presence;
- Top of main slab elevation is approximately 9 to 10 inches above the 1:200 elevation provided in the new flood mapping;
- The Arts and Learning Campus is designed with flood-proofed concrete to the underside of windows, adding an additional level of flood mitigation. Only doorways would require sandbagging or other protection should flood levels exceed the 1:200; and
- The Arts and Learning Campus has placed all major building systems (electrical, HVAC) on the second floor, allowing for even more mitigation to flood risk.

Attachment(s)
1. Development Permit 104-20 Plan Set
2. Submissions from public members received prior to noon on Wednesday, April 22, 2020

Prepared by:
Craig Davies
Development Planner
2020-04-22

Council
June 27, 2022

ARTS AND CULTURE AS AN ECONOMIC DRIVER

Issue
Progress reporting on the Culture, Heritage, and Arts Master Plan II and clarification of arts and culture priorities and resourcing is provided for Council direction.

Motion Proposed by Administration
That Administration be directed to report future Culture, Heritage, and Arts Master Plan II actions through the 2022-2025 Strategic Implementation Plan; and include the required resources for the development of the following services in the Strategic Implementation Plan - Arts and Culture as Economic Driver:

a) Public Art Program;
b) Culture and Heritage Incentive Grants; and
c) Plan for the expansion of cultural facilities (Activation).

Report, Analysis and Financial Implications
In 2017 and 2018, the Town of Okotoks worked with community stakeholders to create the Culture, Heritage, and Arts Master Plan II (CHAMP II). This plan served as the pilot project during the development of the Town's Public Participation Strategy and Toolkit. Engagement took place over 18 months through workshops, interviews, surveys, a design sprint, and online.

CHAMP II is a 15-year framework acknowledging that a community changes over time and plans should be monitored and adapted to remain current. Implementation of the plan began in 2019 and a review is scheduled for 2024.

CHAMP II has five goals:

Goal A: To grow the capacity and leadership of the Okotoks community.
Desired Outcome: A wide array of individuals, organizations and sectors contribute to the culture of Okotoks.

Goal B: To broker opportunities for all Okotokians to come together through culture.
Desired Outcome: Residents and visitors recognize Okotoks for a diversity of community events that bring people together. Activities and events contribute to building a creative and engaged community in Okotoks.

Goal C: To connect people with the history of Okotoks.
Desired Outcome: Residents and visitors alike are actively aware of the natural and cultural heritage of Okotoks.

Goal D: To ensure culture is a contributing force in the Okotoks economy.
Desired Outcome: The cultural sector is a key factor in the local economy and helps attract and grow others sectors of the economy as well through its contribution to the quality of life in Okotoks.

Goal E: To champion the value of culture for Okotoks.
Desired Outcome: Okotokians of all kinds are proud advocates for culture in the community.

Details of advancement are included in the attached CHAMP II 2019-2021 Progress Report. Following recommendations of the 2022-2025 Strategic Plan, where arts and culture are economic drivers of the community. Future CHAMP II reporting will be streamlined and included with the Corporate Progress Report.

Resourcing Arts and Culture as Economic Driver

Three areas of CHAMP II recommended for future development are: grants, public art program, and Goal D: To ensure culture is a contributing force in the Okotoks economy. With the prioritization of arts and culture as an economic driver in Council's Strategic Implementation Plan, Administration requests Council's support to resource the following three areas:

1. Public Art

The Town of Okotoks has amassed a significant public art collection, but has no formal system to care for, plan for, or fund both maintenance and future development. To date, all public art has been acquired and maintained on an ad hoc basis.

Concurrently, the Municipal Development Plan (MDP) recommends that the Town "Develop a Public Art Policy and associated programs that enable the creation of public art for display in the community" (p. 81). It goes on to identify public art for its ability to create unique sense of place, and calls for the inclusion of "elements of heritage, public art, and local culture that create beauty, a unique identity" (MDP, pg. 92). Public Art plays a significant role in community beautification and place-making, two factors that impact business attraction and retention and contribute to driving the economy.

2. Programs, Culture and Heritage Incentive Grants

The foundational goal of CHAMP II is to "To grow the capacity and leadership of the Okotoks community." In order to activate this goal, grassroots, and community stakeholders groups should be incentivised to build capacity and lead in relation to cultural activity and development in the Town of Okotoks.

As with public art, the MDP recommends the promotion of opportunities including "access incentives, grants and other funding" (p. 176) with the end goal of growing "the capacity and leadership of the community to contribute to culture." (p.177)

3. Plan of the expansion of cultural facilities (Activation of current facility)

Goal D of CHAMP II is "To ensure culture is a contributing force in the Okotoks Economy" and it's focus was on the development of a new performing arts centre. Actions included: 1) Establish a Cultural Facilities Task Force 2) Detailed evaluation of

existing facilities 3) Engage stakeholders to develop cultural facilities scope and vision 4) Scope cultural venue operating models 5) Capital project development and management; and 6) Operational planning.

Following the adoption of CHAMP II administration has identified that an initial action was missing: Activation of the Rotary Performing Art Centre (RPAC) in order to maximize the facility's potential.

This action serves to empower stakeholders, and invigorate the downtown on evenings and weekends. The purpose is to stimulate a strong local economy and a vibrant civic culture by focusing on the development of a downtown anchor. This initiative promotes a thriving evening economy "by dismantling barriers [reduced evening activity] and expanding opportunities" (MDP p. xii).

Administration will engage stakeholders and then formulate a plan to activate RPAC. The Implementation will likely include the provision of incentive grants linked to facility use.

Financial Implications

Upon council's clarification of arts and culture priorities, Administration will include resources for the development of the endorsed services in the Strategic Implementation Plan for Council's approval.

Overall Progress

Programs, Culture & Heritage has made significant progress on CHAMP II and the progress report is attached; progress is supported through day-to-day operations of the Okotoks Museum & Archives, Okotoks Art Gallery, and RPAC. Adjustment to goals and actions will occur in 2024, during a scheduled review of the framework.

Strategic Plan Goals

☐	Manage Community Growth	☐	Provide Strong Governance
☐	Provide Quality Community Infrastructure	☒	Healthy and Safe Community
☒	Enhance Organizational Excellence	☒	Foster Economic Vitality
		☐	Promote Environmental Excellence

Governing Policies/Bylaws/Legislation or Agreements
n/a

Public Participation Strategy
Public Participation Strategy and stakeholder engagement will occur during planning and activation of this report's initiatives.

Alternatives for Consideration
n/a

CAO Comments

Administration has provided a high-level synopsis of the progress made on the Culture, Heritage, and Arts Master Plan, highlighting achievements and next steps. Reporting of CHAMP will move to the Corporate Business Plan report, which will be brought forward bi-annually.

Attachment(s)

1. CHAMP II Progress Report 2019-2021

Prepared by:
Allan Boss
Culture & Heritage Team Leader
June 13, 2022

TOWN OF OKOTOKS

GROWING TOGETHER: CULTURE, HERITAGE & ARTS MASTER PLAN II (CHAMP II)

PROGRESS REPORT

2019-2021

Okotoks
Historic Past. Sustainable Future

PROGRESS REPORTS

Town administration monitors progress towards meeting its goals, targets, strategies and activities, and provides annual reports to Council, which are available to the public on the Town website. The Annual Report, published online each year, is another way the Town reports progress to citizens. Reporting provides greater accountability, transparency and understanding of the strategic goals, progress and accomplishments. Council and administration's regular review allows us to evaluate how we are performing towards our strategic goals and to make adjustments as necessary to realign for success.

TOWN VISION

The Town of Okotoks fosters a culture of resiliency - where people, businesses, ideas and sense of community thrive. Grounded by the Sheep River valley and supported by thoughtful planning and design, a strong local economy and a vibrant civic culture, Okotoks offers exceptional quality of life at every stage of life. Respect for each other and the natural environment makes Okotoks home.

TOWN COMMITMENT

The Town of Okotoks is committed to engaging the community in culture, heritage and arts beyond the scope of *Growing Together: A Culture, Heritage and Arts Master Plan* for Okotoks. The Town of Okotoks Programs, Culture and Heritage operates the Okotoks Art Gallery, Okotoks Museum and Archives, Rotary Performing Arts Centre, Public Art Program, Arts Education Programming, Municipal Heritage Designation Program, Visitor Services, and are the main stewards of CHAMP II.

PRINCIPLE: VIBRANT CULTURE AND HERITAGE

Residents joyfully embrace Okotoks, and cultivate a rich quality of life. Okotoks provides access to a wide range of cultural resources, fostering audiences, participants and creators who contribute to community building and economic development. The strong tradition of community events is a hallmark of living in Okotoks. Residents are engaged in civic life, and Town Council and administration promote open dialogue.

More detailed descriptions of the principles, themes and values can be found at okotoks.ca/community-vision.

REPORT

Over 18 months in 2017 and 2018 and in consultation with 23 stakeholder groups and 650 participants who shared their ideas and wisdom through workshops, interviews, surveys, and a design sprint, the Okotoks community created *Growing Together: a Culture, Heritage and Arts Master Plan* (CHAMP II). Through this consultation, we identified some incongruence between some stakeholder groups and the Town and recognised we needed to work together to realize best results. It was for this reason that the foundational goal of CHAMP II became ***To grow the capacity and leadership of the Okotoks community***. The other four goals work in tandem to accomplish this goal.

Council unanimously adopted the plan at the last meeting in November 2018 and administration began implementation in 2019. Programs, Culture & Heritage planned to present a progress report in 2020, but the onset of the COVID-19 pandemic shifted priorities, not just within the Town, but the entire world.

We discovered new ways to connect by moving programs and events online. We witnessed lightening-fast advancements in virtual technology that changed the nature of work, and meeting, and people's lives shifted just as quickly. Everyone immediately recognized the importance of connectivity, pathways, recreation, and easy-to-access, and safe activities like the *Nooks & Crannies Festival of Recycled Art*. This report shows massive increases in virtual output and new ways to engage.

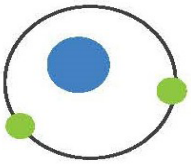
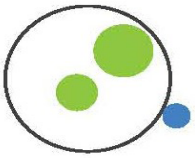
We created an online concert series, *RPAC@Home*, presenting local performers from their porches, bedrooms, living rooms and, in one case, audiences watched a concert streamed live from Mexico City. The arts and business community ran arts events on streets that brought people together safely. We discovered that during a pandemic, people cleaned their basements and storage areas, which resulted in our museum and archives accepting a plethora of donated items. We cancelled regularly scheduled gallery exhibits, and pivoted to create a members' show and sale to support local artists and businesses that saw gallery membership increase by nearly 50%. In collaboration with the local Legion, our public art component followed through to deliver phase II of the *Salute to our Veterans* memorial, adding 160 names of Veterans from the Boer War, WWI and the Korean War to the 247 from WWII that were already there.

Even though the Okotoks Museum and Archives, Art Gallery, and Rotary Performing Arts Centre operated in a diminished public-access capacity during COVID-19, the team was busy working with our community to deliver on the goals of CHAMP II. This report highlights some of them from 2019 through 2021 as we worked towards growing the capacity and leadership of the Okotoks community.

ROLES

To accomplish any goal usually requires multiple people, in multiple areas, and taking on multiple roles. An outdoor public event like *Light Up* where thousands of people gather in the downtown core to celebrate the start of winter involves Town of Okotoks Transportation, Communications, Programs, Culture & Heritage, Waste Management, Municipal Enforcement, etc.; in addition, this event involves businesses in the downtown core, service groups, vendors, volunteers, and performers. It is impossible to accomplish our goals without collaborative good will and a united vision.

Growing Together: A Culture, Heritage and Arts Master Plan for Okotoks, recognizes the value of collaboration and describes the roles as Primary, Shared, and Complementary.

Town Roles	Description
Primary 	The Town of Okotoks has a primary responsibility and, as a stakeholder, has a central role. This role is marked by high accountability, strong capacity, and significant role required to achieve community goal(s).
Shared	The Town of Okotoks is one of many responsible stakeholders. This role is marked by accountability for some aspects and/or capacity; collaborative role required to achieve communitygoal(s).
Complementary 	Other stakeholders share most responsibility. The Town plays a supporting role. The role is marked by no formal mandate; limited municipal capacity; small role required to achieve community goal(s).

We use this terminology in the explanations to show how we worked together to achieve each goal and action.

PROGRESS 2019-2021

A GOAL: TO GROW THE CAPACITY AND LEADERSHIP OF THE OKOTOKS COMMUNITY

Outcome: A wide array of individuals, organizations and sectors contribute to the culture of Okotoks.

Objectives

- The Town of Okotoks seeks out and listens to input from residents and stakeholders in order to plan and program.
- Cultural leaders and stakeholders develop skills, capacity and networks to empower themselves and others and work collaboratively for the benefit of Okotoks.
- The Okotoks community invests in existing and future cultural assets to ensure cultural programs and services are accessible and fit for purpose.
- The Okotoks community develops appropriate arts and heritage programs, services and facilities using an evidence-based approach and focusing on the triple bottom line of people, profit, and planet.
- The Okotoks community invests in youth, developing creative skills and fostering talents to endorse social wellness.

The following actions contribute to accomplishing Goal A.

REGULARLY GATHER COMMUNITY AROUND THE GOALS OF CHAMP II

2022 Face-to-Face conference planned and presented in collaboration with the Okotoks Arts Council

Shared Role

CREATE ANNUAL REPORT FOR CHAMP II

Report presented in 2022, covering three years' progress

Primary Role

CHAMP II is a 15 to 20-year plan that the Town will re-assess every five years. The next scheduled re-assessment will be in 2024.

Programs, Culture & Heritage met regularly with the Okotoks Arts Council. These conversations focused on bringing the community together around arts, culture, and heritage to generate momentum and promote collaboration. This resulted in the creation of the inaugural *Face-to-Face* conference planned in 2020 and 2021. At this event, we highlighted local talent, discussed the upcoming Summer Games, and presented a progress report for CHAMP II.

SHOWCASE THE BENEFITS OF CULTURE, ARTS, AND HERITAGE

Online Culture and Heritage Asset Map created in 2019 to tell the story of culture and heritage assets

Shared Role

Cultural consultants shy away from cultural mapping due to the changing nature of providers; companies that exist at the time or consultation can move away, change focus, or simply close their doors. To solve the issue of "hard copy" lists held within a single document, tied to a specific time and place, Programs, Culture & Heritage engaged Town of Okotoks Mapping & GIS to help with a solution. The result came in 2019 with an online, updatable, Town of Okotoks Culture and Heritage Map.

Paint-a-Potty website created to tell the story of the project:

https://www.okotoks.ca/your-community/living-okotoks/have-your-say/paint-potty-number-two

Shared role

Online videos created on Town of Okotoks Youtube channel including, but not limited to: The Nooks & Crannies Festival, The Legend of the Big Rock, BuskersFest, Virtual Culture courses, Gallery and Museum Exhibit Tours, RPAC@Home Concerts, and Public Art Tours

Shared Role

Culture and Heritage videos gained over 25,000 Minutes Viewed on top 10 Okotoks Culture & Heritage Videos produced between April 1 and September 11, 2020, representing a 9801% increase from previous 164 days.

Infographics section added to the inner jacket of Okotoks Culture Activity Guide to tell the story of Culture & Heritage in Okotoks

Primary Role

Metrics report created to track day-to-day operations

Primary Role

As a result of the pandemic and people staying home, there was a lot of house cleaning. Often, when a person discovered an item they felt had historical significance, they brought it to our Museum and Archives. In 2021, Programs, Culture & Heritage accepted 22 archive and artifact donations containing 140 items. Among the items donated in 2020 were an 1898 bridesmaid dress worn by Beatrice Wyndham at one of the first weddings in Okotoks; and collections of century-old silverware and baby outfits from the Banister family.

THE OKOTOKS COMMUNITY INVESTS IN EXISTING AND FUTURE CULTURAL ASSETS

Constructed phase one of the Okotoks Arts and Learning Campus includes a library and enhances the ability to offer postsecondary opportunities

Primary Role

Digitally connected and modernized studio space at the Okotoks Art Gallery created in 2021

Primary Role

Installed new roofs at theatre, museum, and gallery

Primary Role

Hired summer students to provide employment and learning opportunities in culture and heritage industries

Primary Role

Culture & Heritage hired a summer student in their final year of an undergraduate degree in the fine arts. The student returned for the next two summers while completing a Master's degree, and has gone on to embark on a Ph.D. in the area of cultural studies.

B GOAL: TO BROKER OPPORTUNITIES FOR ALL OKOTOKIANS TO COME TOGETHER THROUGH CULTURE

Outcome: Residents and visitors recognize Okotoks for a diversity of community events that bring people together.

Objectives

- The Okotoks community works independently and collaboratively to deliver indoor and outdoor activities and events to create a vibrant civic culture and rich quality of life.
- The Okotoks community supports arts and heritage activity that welcomes active participation from and for everyone.
- The Okotoks community invests in arts and heritage activities that promote citizen and visitor engagement.
- The Okotoks community engages in culture, heritage and arts activities that respect societal needs, reflecting and growing audiences. Activities and events contribute to building a creative and engaged community in Okotoks.

The following actions contribute to accomplishing Goal B.

CREATE A CHAMP II WEB PAGE AND ANNUAL REPORT

CHAMP II website page created.
Updates provided consistently through Town of Okotoks social media sites.
Report created and shared with council and community.
Primary Role

COMMISSION AT LEAST ONE WORK OF ART

In 2019, 2020, and 2021, Okotoks Culture & Heritage commissioned 53 art installations and murals related to the goals of CHAMP II
Shared Role

In partnership with the Foothills Composite High School of Fine Arts, Okotoks Culture and Heritage commissioned 11 Paint-a-Potty (2019, 2021) outdoor concrete bathrooms designed by 10, and painted by more than 30, students; in addition, Okotoks Culture and Heritage commissioned 42 installations for the *Nooks and Crannies Festival* (2019, 2020, 2021).

DESIGNATE HERITAGE RESOURCES

Five properties designated as Municipal Heritage Resources: 1906 United Church, 1890 Post Office, 1929 CP Rail Station, Old Macleod Trail Cultural Landscape, and 1903 Stockton Block.
Nineteen Statements of Significance for heritage properties in the Town of Okotoks completed.
Historic Resources signage developed and available to registered property owners.
Three signs installed at the United Church, CP Rail Station, and Old Macleod Trail.
Shared Role

The Town of Okotoks installed signage by the Sheep River, near the Operations Centre, detailing the important historical significance of the area to First Nations people
Primary Role

The designation of the Old Macleod Trail Cultural Landscape as a Municipal Historic Resource required the consolidation of seven parcels of land into one designated as Environmental Reserve. Council then designated the plot as a Municipal Historic Resource. This land is registered with the Province of Alberta as one of Canada's Historic Places.

IDENTIFY ARTS ECONOMIC DEVELOPMENT OPPORTUNITIES

The Okotoks Art Gallery (OAG) has been a participating member in the Most Beautiful Art Tour in Alberta since 2019
Complementary Role

Ran Nooks & Crannies Festival of Recycled Art in 2019, 2020, 2021
Shared Role
Over three years of the event (2019, 2020, 2021) this festival included: 46 business collaborators, 55 artists, 42 Installations, and over 1000 tour maps.

OAG programmed the "Stronger Together," and "Spirit of Christmas" exhibits between June and December, 2020. The shows had gross sales of $19,188.85 that supported local artists and promoted local shopping
Shared Role
At the beginning of the COVID-19 pandemic in 2020, the Okotoks Art Gallery closed due to restrictions, which meant postponing many events. When regulations allowed for the safe reopening, Culture & Heritage collaborated with member artists and arts businesses to organize a Members Show and Sale. The inaugural event was so successful Culture & Heritage programmed it again in 2021 and it is going into its third year in 2022.

OAG staff sit on the committee that organizes The Most Beautiful Art Tour, which includes three other galleries and four artist studios in the Foothills area. Each year, two tours occur where visitors are encouraged to drive through the Foothills and visit each gallery and studio on the map. For the past year, OAG staff have taken over managing the social media for the Tour as a way to assist in the promotion of the group and events.

For more information see: themostbeautifularttourinalberta.com

Art in the Hall, presented, coordinated and installed in five municipal buildings -- Pason Arena, Municipal Centre, Recreation Centre, Foothills Centennial Centre, and Okotoks Library (Expanded in 2021) -- provides the opportunity for OAG member artists to exhibit their works around Town with 75% of the sales returning to the artist
Shared Role

PRIORITIZE SOCIAL INCLUSION IN PROGRAMMING AND FACILITY DEVELOPMENT PLANNING

Programmed the installation of *A Century of Blackfoot Women's Styles*, curated by local Alyssa Koski, at the Okotoks Museum and Archives to tell the story of Blackfoot apparel from approximately 1850 to 1950
Shared Role

Programmed documentary *Little Moccasins* by Ken Matheson at the Okotoks Museum and Archives, presenting the history of the Dunbow Industrial School for visitors to learn about the Foothills' history of residential schools
Shared Role

Ran Dia de los Muertos (Day of the Dead) multicultural event planned and held in collaboration with four regional stakeholder groups and one provincial media sponsor in 2019
Shared Role

Rainbow crosswalk installed in downtown Okotoks, 2021
Shared Role

REMOVE BARRIERS TO PARTICIPATION IN CULTURAL ACTIVITIES

Programmed 23 free concerts streamed to social media platforms and accessible by everyone with access to a computer, tablet, or smart-phone with an internet connection
Shared Role

When Culture & Heritage was required to cancel the regular season performances at the Rotary Performing Arts Centre in 2020-21, they shifted to create an online concert/event series called RPAC@Home. With funding from TD, the series highlighted 20 local, two out of province, and one international performance event that was streamed live from Mexico City, Mexico.

Ran ten free, Picnic at the Piano concerts at the Okotoks plaza in 2019-2021
Shared Role

Installed gender neutral and accessible bathroom at Okotoks Art Gallery
Primary Role

Created and ran arts learning curriculum for Cameron crossing school
Shared Role

Since 2017, Okotoks Culture & Heritage has developed curriculum-based arts programming for students at Cameron Crossing School. Students who do not fit into traditional learning environments find a positive, creative outlet to express themselves while studying the most influential artistic movements and artists in history. Since 2017, forty students have taken the classes and two went on to pursue their artistic development at the Alberta University of the Arts, both using projects completed at the Okotoks Art Gallery for their portfolios.

C GOAL: TO CONNECT PEOPLE WITH THE HISTORY OF OKOTOKS

Outcome: Residents and visitors alike are actively aware of the natural and cultural heritage of Okotoks.

Objectives:

- The Okotoks community appreciates and learns about Okotoks' heritage through educational activities, programs, events and initiatives.
- The Okotoks community works collaboratively to deliver, commission, and enable activity that illuminates the heritage of Okotoks and region, including our First Nations history and natural history.
- The Okotoks community connects history, art and culture to nurture its unique sense of place, encouraging celebration and community pride.
- The Okotoks community protects its natural and cultural heritage resources.

The following actions contribute to accomplishing Goal C.

Okotoks' Public Art collection includes a bronze and stone sculpture in Westridge Close Park created by renowned local First Nations' artist Rocky Barstad in 1992. Profin Developments Inc. commissioned the sculpture during their development of the area. The monument includes a plaque providing the Blackfoot origin of the word Okotoks and includes the inscription, "This piece of art represents a meeting place and is a way of giving thanks for the land on which it sits."

RAISE APPRECIATION AND KNOWLEDGE OF OKOTOKS' HERITAGE THROUGH ACTIVITIES, PROGRAMS, EVENTS

The Culture and Heritage team planned, researched and unveiled Phase 2 of the *Salute to Our Veterans* wall in 2021, connecting the community to the names and faces of our community's wartime heroes
Shared Role

All Museum, and many Gallery, exhibits/programs focus on heritage including, but not limited to:

- Forgotten Foothills, Traces of Places in the Past, Museum, 2019
- Okotoks Upper School, Museum, 2019
- Refocus Foothills: Western Art of Southern Alberta's Cowboy Trail, Gallery, 2019
- 75th Anniversary of the End of World War II, Museum, 2020
- House Calls & Close Calls - the History of the Spanish Flu in Okotoks, Museum, 2021

Primary Role

The *Refocus Foothills* exhibit featured art-works ranging from 1929 to 2019 from 24 regional artists, including Annora Brown, Gaile Gallup, and Gerald Tailfeathers.

The Town of Okotoks completed phase two of the *Salute to our Veterans* public memorial with $18k in financial support from the Okotoks Legion.

Ran educational programs including both in-house and outreach to between 15 and 20 schools each year, averaging approximately 3000 participants per year including students, teachers and volunteers
Primary Role

PRESERVE NATURE-BASED RESOURCES IN COMMUNITY

CHAMP II aligned with Municipal Development Plan to ensure cultural and heritage consideration with land planning
Primary Role

Developed Municipal Heritage Designation Program (MHDP) to protect heritage interests
Primary Role

Master Land Strategy created through Development Services to ensure future acquisitions are considered holistically and strategically, and planned for early to provide a transparent process for the managing and acquiring of town-owned lands
Primary Role

Traditional Knowledge and Use Assessment of the Riverfront Lands (former bible camp lands) completed in 2021
Primary Role

First Nations consultation and involvement completed on Playable Art & Peace Pole project at Arts and Learning Campus
Primary Role

PROVIDE GRANTS TO CULTURE AND HERITAGE ORGANIZATIONS AND CHAMPIONS

Fee Waiver Policy GP-F-2.6 approved January 27, 2020. The policy allows administration to authorize and approve requests from event organizers for ancillary facilities up to a value of $1,000.00 as outlined in the Fees, Rates and Charges Bylaw when renting a primary facility

Shared Role

ENABLE CULTURAL ACTIVITIES TO OCCUR IN NATURAL SPACES IN OKOTOKS

Outdoor event spaces available for booking online with the assistance of client services: ongoing events programmed through: Dewdney Players, Goodger Pink Productions, Pride in the Park, and others

Shared Role

Programs and Events, Culture and Heritage programmed outdoor town events on an ongoing basis, including, but not limited to:

- Parade and Children's Festival
- Picnic at the Piano
- Light Up Okotoks
- BuskersFest

Primary Role

Because the *Nooks & Crannies* event was an individual, map-guided, walking tour that did not promote gathering, Alberta Health Services deemed the event safe to run during lockdowns early in the COVID-19 timeline. In 2020, four-hundred maps were available and handed out free to visitors who strolled safely on Okotoks' streets to take in this exhibit.

PROTECT, PRESERVE AND ACQUIRE CULTURALLY SIGNIFICANT LANDSCAPES

Municipal Heritage Designation Program (MHDP) adopted by Council following the adoption of CHAMP II

Since its adoption, Town Council has designated five properties as Municipal Historic Resources: the 1906 United Church, the ca1890 Post Office, the Macleod Trail Cultural Landscape, the 1929 CP Rail Station, and the 1903 Stockton Block. The MHDP Places of Interest List includes 50 properties/locations in Okotoks and area and is ever evolving to include additional lands and buildings.

ESTABLISH DATA GATHERING FOR ARTS AND CULTURE

Cascade software implemented by Town to track data

Primary Role

Metrics and Culture Statistics tracked regularly

Primary Role

Culture & Heritage Services has been gathering data in various areas that make up day-to-day operations. All activities within the service area have fed into accomplishing the goals of CHAMP in various ways. Please see the metrics data at the end of the document for more information.

D GOAL: TO ENSURE CULTURE IS A CONTRIBUTING FORCE IN THE OKOTOKS ECONOMY

Outcome: The cultural sector is a key factor in the local economy and helps attract and grow other sectors of the economy as well through its contribution to the quality of life in Okotoks.

Objectives:

- The Okotoks community recognizes and embraces Okotoks' distinctive arts and heritage to attract new jobs, businesses and visitors.
- The Okotoks community encourages and develops diverse and creative-class jobs in order to foster a sustainable community.
- The Okotoks community nurtures culture, arts and heritage in order to foster a vibrant civic environment and strong local economy.
- All of Okotoks invests in culture, arts, and heritage in order to sponsor the town's aesthetic beauty – built and natural – making it an increasingly attractive place to live and invest.

The following actions contribute to accomplishing Goal D.

This goal recognizes that the cultural sector is a key factor in the local economy and helps attract and grow other sectors of the economy as well through its contribution to the quality of life in Okotoks. Although some other actions in CHAMP address this goal, broadly, its main actions relate to the construction and operation of a performing arts centre. For more information regarding the following actions see number 3, Goal D on page 19.

- Establish cultural facilities team
- Detailed evaluation of existing facilities
- Develop cultural facilities scope and vision
- Scope operating models
- Capital project development and management

E GOAL: TO CHAMPION THE VALUE OF CULTURE FOR OKOTOKS

Outcome: Okotokians of all kinds are proud advocates for culture in the community.

Objectives:

- The Okotoks community communicates using a variety of methods to increase knowledge and participation in culture, arts, and heritage activities and opportunities.
- Okotoks creative-industry collaborators showcase the benefits of culture, arts, and heritage by gathering data and sharing stories.
- The Town of Okotoks includes arts and heritage in all strategic and master plans in order to amplify the impact of culture.

The following actions contribute to accomplishing Goal E.

COMMUNICATE USING A VARIETY OF METHODS TO INCREASE KNOWLEDGE AND PARTICIPATION IN CULTURE, ARTS AND HERITAGE ACTIVITIES AND OPPORTUNITIES

Video programming being adapted to serve the community through Facebook, Youtube, Instagram, and Twitter to share programming and advertise
Primary Role

Social media: Facebook, Youtube, Instagram, and Twitter used to share programming and advertise events
Primary Role

CREATIVE-INDUSTRY COLLABORATORS SHOWCASE THE BENEFITS OF CULTURE, ARTS AND HERITAGE

Delivered *Face-to-Face* conference in 2022 to connect and share stories
Primary Role

Culture & Heritage Services supports community organizations in delivering cultural activities through the sharing of historical information. Examples include the Okotoks Food Tour and the Okotoks Legion banner project
Complementary Role

Town of Okotoks supports the production of various external stakeholder special events including Show and Shine, Dewdney Players plays, Pride in the Park, etc.
Complementary Role

Children's Festival collaborated with more than 30 local businesses in 2019 to run this community event. (Event did not run in 2020-21)
Primary Role

Art of Gardening, Powered by PechaKucha, event presented at the Okotoks Art Gallery May 2019
Shared Roles

The Town has many facilities for rent suitable for cultural events, including the Foothills Centennial Centre, the Okotoks Art Gallery, Okotoks Museum, the Rotary Performing Arts Centre, and many parks and outdoor spaces including the Plaza Stage. Contact Culture & Heritage Services or Client Services for more information.

ARTS AND HERITAGE INCLUDED IN STRATEGIC AND MASTER PLANS TO AMPLIFY THE IMPACT OF CULTURE

Culture and Heritage provided input as steering committee member during the development of various plans including:

- Municipal Development Plan
- Land Use Bylaw
- Environmental Master Plan
- Social Wellness Framework
- Downtown Visualization
- Recreation and Parks Master Plan

Primary Role

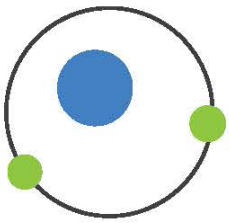
FUTURE PROJECTS

Although the Town of Okotoks has achieved significant progress on accomplishing the goals set out in CHAMP II and running day-to-day operations at the Okotoks Museum and Archives, Okotoks Art Gallery, and Rotary Performing Arts Centre, several areas identified in the plan are anticipated in the future.

1. **Action C1 Public Art Policy:** CHAMP II calls for the Town of Okotoks to develop a Public Art Policy. This was identified as a goal due to the growth of the public art collection, which includes multiple murals, paintings, sculptures and monuments. However, there is no official process in place to commission, maintain or fund future public art in Okotoks.

Build Foundations

While the previous actions create early 'quick wins,' the following actions set the stage for future actions to take place.



Town Role
Provider

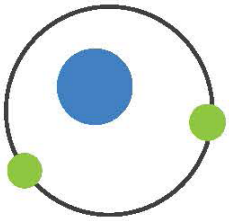
ACTION C1

Develop public art policy and program

Timeline	2019
Related Goal(s)	**Goal B:** To broker opportunities for all Okotokians to come together through culture **Goal C:** To connect people with the history of Okotoks **Goal E:** To champion the value of culture for Okotoks
Description	Create a clear and consistent approach to procuring, designing and building public art in the community. Key elements of a policy and program would include: • Funding mechanisms • Roles and responsibilities • Decision-making approaches, including commissioning and siting • Maintenance
Estimated Costs:	$2,000
Why this action matters:	"Cities gain value through public art — cultural, social and economic value. Public art is a distinguishing part of our public history and our evolving culture. It reflects and reveals our society, adds meaning to our cities and uniqueness to our communities. Public art humanizes the built environment and invigorates public spaces. It provides an intersection between past, present and future, between disciplines, and between ideas. Public art is freely accessible."[8]
Plan Alignment:	2018 - 2021 Strategic Plan Culture, Heritage + Arts Master Plan, 2010 Economic Development Strategic Plan Okotoks Community Sustainability Plan Recreation, Parks and Leisure Master Plan Social Wellness Framework Town of Okotoks Municipal Development Plan "The Legacy Plan"

8. Americans for the Arts, "Why Public Art Matters: Green Paper." (2014), 1.

2. Action C2 Town-provided Grants: CHAMP II identified the provision of grants as an action to incentivise culture and heritage activities.



Town Role
Provider

ACTION C2

Develop mechanisms to provide grants to culture and heritage organizations and champions

Timeline	2020 - 2021
Related Goal(s)	**Goal A:** To grow the capacity and leadership of the Okotoks community **Goal D:** To ensure culture is a contributing force in the Okotoks economy **Goal E:** To champion the value of culture for Okotoks
Description	Scope options in consultation with the community and pilot a grants scheme to support individuals and organizations to produce activity and events which contribute to *CHAMP II* objectives.
Estimated Costs:	$5,000 / year
Why this action matters:	A granting program can have multiple benefits, including: • Incubate and foster creative industries • Create opportunities for Okotoks cultural community to develop new events and activities • Grow local capacity to develop and deliver cultural activity • Build producing capacity and grow the audiences necessary for a future Performing Arts Center to succeed • Create shared ownership of the *CHAMP II* goals and objectives • Enable opportunities for Okotokians to enjoy locally produced events and activities • Highlight Town's leadership role for culture in Okotoks and development support available to arts and heritage groups
Plan Alignment:	Culture, Heritage + Arts Master Plan, 2010 Economic Development Strategic Plan Social Wellness Framework

3. Goal D: The ultimate goal of this action was to develop a purpose built performing arts centre.

a. D1 Establish cultural facilities team
b. D2 Detailed evaluation of existing facilities
c. D3 Develop cultural facilities scope and vision
d. D4 Scope operating models
e. D5 Capital project development and management

*METRICS FOR CULTURE & HERITAGE, 2021**

The Okotoks Art Gallery, Museum and Archives and the Rotary Performing Arts Centre were closed from January through May 2021. Most in-person events were cancelled.

CULTURE & HERITAGE	
Total funds raised: grants, sponsorships, donations, and in-kind contributions	$ 22.68k
OKOTOKS ART GALLERY	
Visitors	2.9k
Visitors: Visitor Information	51
Gift Shop Sales	$ 22.88k
Phone Calls	559
New Exhibits	9
Number of Artists Exhibiting	30
Art in the Hall locations	6
Art in the Hall Artists	5
Gallery Members	81
MUSEUM & ARCHIVES	
Museum Visitors	2.72k
Phone Calls	455
Research Requests	65
Hours spent on research requests	130.75
New exhibits installed	14
Artifact Donations	13
Number of items in artifact donations	69
Archival Donations	10
Number of items in archival donations	138
Hours accessioning donated items	199
ROTARY PERFORMING ARTS CENTRE	
Visitors	2.75K
Rental Groups	15
Bookings	73
RPAC Total Bookings Hours	303.25
Rental Revenues	$ 18.52k
Ticket Sales (Gross, for one production)	$ 8.33k

METRICS - PROGRAMS, CULTURE & HERITAGE	
Number of Youth Programs	17
Number of Youth Participants	284
Number of Adult Programs	6
Number of Adult Participants	213
Number of Senior Programs	3
Number of Senior Program Participants	203
Number of School Programs	26
Number of School Program Participants	612
Number of Virtual Educational Programs	6
Number of Virtual Programs (Other)	9
Number of Virtual Program Participants	136
Virtual Program Social Media Views	564
Number of Birthday Parties (Cancelled in 2021)	0
Number of Birthday Party Participants (Cancelled in 2021)	0
METRICS - EVENTS, CULTURE & HERITAGE	
Picnic at the Piano	2
Nooks & Crannies	17
Paint-a-Potty #2 (PaP2) Bathrooms Completed	5
PaP2 Number of Student Designs submitted	23
PaP2 Number of Student Painters	21
PaP2 Number of Public Votes to choose top five designs	438
Number of Walking Tours	9
Historic Walking Tours Participants	102
Number of Ghost Tours	15
Ghost Tours Participants	225
National Truth & Reconciliation Day visitors	142

**Metrics were adjusted in 2020. As a result, new data is only presented for 2021.*

Okotoks
Historic Past. Sustainable Future

Council
June 27, 2022

OKOTOKS PUBLIC LIBRARY BOARD
FEES AND PENALTIES BYLAW ACCEPTANCE

Issue
The Okotoks Public Library Board's Fees and Penalties Bylaw 01-22 is provided to Council for review and acceptance.

Motion Proposed by Administration
That the Okotoks Public Library Board's Fees and Penalties Bylaw 01-22 be accepted.

Report, Analysis and Financial Implications
The Okotoks Public Library Board recently undertook a full review of their bylaws and policies in order to bring them up to date and ensure alignment with the *Libraries Act*.

The review lead to the drafting of Fees and Penalties Bylaw 01-22 which was approved by the Library Board at their May 26, 2022.

Under the *Libraries Act*, library boards have the autonomy to write bylaws regarding the safety and use of library facilities, with acceptance by the municipal Council. The *Act* allows Council to accept the bylaw as provided or disallow it.

Strategic Plan Goals

☐	Manage Community Growth	☒	Provide Strong Governance
☐	Provide Quality Community Infrastructure	☐	Healthy and Safe Community
☐	Enhance Organizational Excellence	☐	Foster Economic Vitality
		☐	Promote Environmental Excellence

Governing Policies/Bylaws/Legislation or Agreements
Libraries Act
Libraries Regulation

Public Participation Strategy
n/a

Alternatives for Consideration
As per the *Libraries Act* a municipal council may disallow a bylaw passed by a municipal board it has appointed, and may disallow a bylaw if they are not in keeping with comparable municipal bylaws.

CAO Comments
This is an interesting governance role of Council. Essentially the Library Board has complete autonomy for the decisions related to the library. Under the *Libraries Act*, a Municipal Council still has the role of acceptance/non-acceptance of their bylaws.

In review of this bylaw, it is consistent with good governance principles, reflecting the will of the Library Board and Administration recommends it for acceptance.

Attachment(s)

1. Library Board Bylaw 01-22
2. Government of Alberta Publication “Library Boards: Roles and Responsibilities”

Prepared by:
Patty Huber
Legislative Services Administrator
June 21, 2022

BYLAW 01-22

**A BYLAW OF THE TOWN OF OKOTOKS LIBRARY BOARD
IN THE PROVINCE OF ALBERTA
TO ESTABLISH FEES AND PENALTIES**

WHEREAS under the provisions of Section 36(1) the *Libraries Act*, a municipal library board may pass bylaws with respect to certain fees and penalties to be paid by members of the public;

NOW THEREFORE the Town of Okotoks Library Board enacts this Fees and Fines Bylaw:

1. This Bylaw may be known as the Fees and Penalties Bylaw.
2. The fees and penalties contained in the attached Schedules A to F inclusive are hereby established.
3. "Bylaws of the Okotoks Public Library - Revised 1982", and "Bylaws - Okotoks Public Library - Revised 1996", as well as any amendments thereto, are hereby repealed.
4. The fees and penalties contained in Schedules "A" to "F" shall form part of this Bylaw and may be amended from time to time by bylaw and any such amendment shall form part of this Bylaw.
5. It is the intention of the Town of Okotoks Library Board that each provision of this Bylaw be deemed independent of all other provisions herein; and it is the further intention of the Board that if any provision of this bylaw is declared invalid for any reason, all other provisions of this Bylaw remain valid and enforceable.
6. This Bylaw shall come into full force and effect upon third reading by the Board and acceptance by the Town of Okotoks Council.

Read a first time: 28 April 2022
Read a second time: 26 May 2022
Read a third time: 26 May 2022
Approved by the Town of Okotoks Library Board: 26 May 2022

[redacted]
Signature of Board Chair

Accepted by the Town of Okotoks Council: _____

SCHEDULE "A"
ISSUANCE, RENEWAL AND REPLACEMENT OF LIBRARY CARDS

Single	$15.00
Family	$25.00
Senior (over 65) Couple	$15.00
Senior (over 65) Single	$10.00
Senior 80+	FREE
Institutions	$50.00
Non-Resident of Okotoks or Foothills County	$70.00

SCHEDULE "B"
PHOTOCOPYING AND 3D PRINTING

Photocopying		
Black and White		$0.20 per page
Colour		$0.50 per page
3D Printing		
Setup		$5.00
Printing		$0.10 per gram

SCHEDULE "C"
ROOM RENTALS

		Hourly Rates (GST not included)	
		Non-Profit Rate	For-Profit Rate
Large Program Room		$35.00	$70.00
Children's Program Room		$25.00	$50.00
Flex Room Adult or Youth		$15.00	$30.00

SCHEDULE "D "
EXAM PROCTORING

Invigilation	$25.00 per exam

SCHEDULE "E"
LATE PENALTY

Overdue Materials	$0.10 per item per day

SCHEDULE "F"
LOST OR DAMAGED MATERIALS PENALTIES

Books	
Hardcover-Adult	$40
Paperback-Trade-Adult	$20
Paperback-Mass Market-Adult, Juvenile and Young Adult	$12
Board Books	$10
Paperbacks-Preschool	$8
Picture Book or Hardcover-Juvenile and Young Adult	$20
Graphic Novel	$25
AudioVisual	
Audiobook-Compact Disc	$50
Blu-Ray or Blu-Ray/DVD combo	$40
DVD	$30
VOX books	$40
Playaway	$80
MP3	$30
Cases	
DVD/Blu-Ray/MP3 Audiobook	$2
Audiobook (CD)	$10
Inserts (cover)	$3
Barcode or Spine Label	$2
Kits	
Book Club-in-a-box	$200
Rubbermaid bin	$20
Bag	$8

Library Boards:
Roles and Responsibilities

Public Library Service in Alberta: An Overview

In Alberta, public library service is municipally based. A municipality may choose to provide public library service at a local level by having a library in the community, and/or having library service at a regional level by joining a library system.

A municipality makes the decision to have public library service in their community via a local library. Council passes an establishment bylaw under the *Libraries Act* (Part 1, Section 3) to create a library board for the provision of public library service. Upon its creation, a library board is a governing board and is a corporation with full management and control of the public library (Part 1, Section 7).

Legislation: The *Libraries Act* and the *Libraries Regulation*

In Alberta, public library service is governed by the *Libraries Act* and *Libraries Regulation*.

The *Libraries Act* sets the **legal framework** for public library service through the establishment of library boards, who manage library service on behalf of the municipality.

The *Libraries Regulation* sets out **sound management practices** for library boards.

The *Municipal Government Act (MGA)* and the *Libraries Act* are two distinct pieces of legislation. Neither is superior to the other because the *MGA* and the *Libraries Act* do two separate things:

- The *MGA* is the law under which municipalities in Alberta operate, govern and are governed.
- The *Libraries Act* and *Libraries Regulation* form the legal basis for public library service in Alberta.

Public library boards in Alberta are not subject to the *MGA*, e.g. library trustees are appointed by the terms outlined in the *Libraries Act*, **not** the *MGA*. There are only three references to public libraries in the *MGA*:

- The first is section 648 (2.1) which includes libraries as being eligible for off-site levies.
- The second is section 362(1)(j), which states that municipalities cannot tax public library boards.
- The third is section 271(2.1)(a) which states that a municipality may use a community services reserves for public libraries.

The Public Library Services Branch (PLSB) of Alberta Municipal Affairs is the provincial body that administers public library legislation and the provincial Public Library Network. PLSB staff are responsible for the administration of the *Libraries Act* and *Libraries Regulation*, delivering operating grants to municipal and system library boards, plus building and maintaining the provincial Public Library Network. PLSB staff members are available to consult with library boards, library staff and municipal councils. For more information about PLSB, visit www.albertalibraries.ca.

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Alberta

The Public Library Network links public libraries at a provincial level and enables sharing. In Alberta, the Public Library Network links public libraries and enables sharing by two different means: a provincial policy framework and a technological infrastructure. The purpose of the Network is to support equitable and seamless access to library resources for Albertans, and does so through things such as SuperNet connectivity, resource sharing, and the centralized acquisition of electronic content.

The Roles and Responsibilities of a Municipal Library Board

The municipal library board is the legal entity that manages and controls the library. Its formation is defined by the *Libraries Act* – it is created via bylaw passed by municipal council.

The library board is a governing board, not an advisory board – it has full management and control of the library. This is defined in legislation (*Libraries Act*, Section 7). Note that library boards are different from other non-profit boards formed under other legislation (e.g. the *Societies Act* or the *Municipal Government Act*). The library board is a corporate body, a legal entity able to sue or be sued, enter into contracts and employ staff.

Upon establishment, the library board is a corporation administered under the *Libraries Act* with full management and control of library service in the municipality.

The library board is a governing board. The library manager is employed by and reports to the board, and the board is accountable not only to council, but to all citizens of the municipality and to the provincial government.

The library board passes safety and use bylaws and policies to enable the provision of public library service delivery.

The library board determines library service priorities and creates a plan of service based on community needs assessments.

The library board is responsible for acquiring library funding, requesting the funds from council and applying for provincial grants.

Did you know?

The Libraries Act was one of the first pieces of legislation passed by the newly formed Alberta government in 1907.

The library board keeps financial records and bank accounts, and prepares and manages the budget. The library board selects and hires a financial reviewer (who is not a library board member).

The library board may operate one or more public library service points, or, with the permission of the minister, may enter into agreements with other boards to share the operation of one or more library service points (intermunicipal library boards).

The library board is responsible for providing the space and staff required for public library service delivery.

Support and Resources

If you have any questions, please contact the Public Library Services Branch by phone at 780-427-4871 (toll free by dialing 310-0000 first), or by email at libraries@gov.ab.ca. Information is also available on the PLSB website at www.albertalibraries.ca.

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