



## CITY OF ST. ALBERT ADMINISTRATIVE BACKGROUNDER

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### **TITLE: BRANCH LIBRARY PRE-REQUISITES**

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On November 7, 2016 Councilor MacKay provided notice in accordance with Section 23 of Procedure Bylaw 35/2009 that he intended to bring forward the following motion:

*In order for Council to debate the motion, the motion must be formally moved.*

### **PROPOSED MOTION(S):**

I move that;

Prior to allocating funds to purchase land or construct a branch library that the following pre-requisites be met:

1. That all options for reserve land to be a site for construction be explored
2. A long-term grant funding agreement with the library be enacted between the Library board and the city of St. Albert.

### **BACKGROUND:**

It is Administration's understanding that if this motion is passed, then prior to Administration disbursing funds for the purchase of land for a branch library, disbursing funds to design a branch library, and disbursing funds to construct a branch library the following is required:

1. A review of all city-owned land parcels, including reserve lands with the exception of environmental reserve, occurs to determine if the branch library can be sited on city-owned land; and
2. That a long-term funding agreement between the City of St. Albert and the Library Board be developed to identify the annual costs (operating and capital) required to sustain library operations and any capital improvements that are required for all library related infrastructure.

If this motion passes, to enact the requirements, Administration suggests the following:

## **1] Land Options**

Administration has already prepared a Land Evaluation Matrix and presented the results to Council, in camera, on October 3<sup>rd</sup>, 2016 with a recommended site. The confidential agenda report has been attached to this administrative backgrounder for ease of reference.

Land parcels considered in the matrix included all city-owned lands that were deemed developable within the February 16, 2016 Corporate Land Strategy Council Agenda Report. Additional lands considered were identified through the Expression of Interest that was issued in early 2016, to ensure that a thorough land search occurred.

To re-assess the land selection, Administration would recommend a facilitated discussion with Council to:

- review of previously presented city-owned and non-city-owned land parcels,
- understand the changes that Council determines in the criteria and weighting that the Branch Library Steering Committee developed and used,
- define additional scope that Council wishes to include within the evaluation of reserve lands for potential use for the branch library.

## **2] Long Term Funding Agreement**

The relationship that the City has with the Library Board is governed in response to the following documents:

- MGA (Revised Statutes of Alberta 2000, Chapter M-26),
- Library Board Bylaw 8/2016,
- City Council Policy C-FS-12, Outside Agency Budget Guiding Principles, and
- Operating Agreement between the City of St. Albert and the St. Albert Library Board.

To enact this motion, Administration recommends an in-camera discussion with Council to gather Council feedback and direction to better understand the intent and desired outcomes of the motion to allow Administration to begin negotiations with the Board.

These tasks can be completed simultaneously. It is Administration's best estimation that work related to the two items of scope would be anticipated to take at least 1 year to complete. This delay for a year will have an impact on the budget for the Branch Library. Historic cost escalation is between 6-10% per year for construction of this type.

As Council approved the budget related to design and construction of the Branch Library on December 12<sup>th</sup>, 2016, Administration notes that if the motion was amended to remove the prerequisites to be met prior to the purchase of land and design, retaining the prerequisites for construction, the Long-Term Funding Agreement could be reasonably be completed prior to the start of construction of the Branch Library without any delay to the project.

Report Date: January 9, 2017  
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