



CITY OF ST. ALBERT  
**ADMINISTRATIVE BACKGROUNDER**

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**TITLE:** Library Space Solution Alternative

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On May 15, 2017, Councillor Hughes provided notice in accordance with Section 23 of Procedure Bylaw 22/2016 that she intended to bring forward the proposed motion below.

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

That administration work with the library to present a project charter as an alternative to the library branch for the 2018 budget, which includes moving CPS out of their current main floor office space and repurposing it for a library expansion. The charter would include a plan for how the expansion space and current library space would be reorganized to optimize its use. The project charter would include the estimated renovation costs and any additional expected operating costs.

The charter would also include a medium and long term option plan to move the museum and/or other office space in St. Albert Place and repurpose that space for the library, with the capital and operating costs to renovate that space for a further library expansion.

**BACKGROUND:**

To create the capital charters requested, a detailed analysis and study would need to be undertaken to identify the steps, costs, opportunities and constraints to expand the library within St. Albert Place.

There are many factors to the capital charter that would need to be researched and considered by Administration:

- a) Do the needs of the library and the spaces within St. Albert Place align?
- b) A detailed cost analysis of engineering studies, design, project management, renovations, relocations, leasing, operating costs and other expenses related to such a project.
- c) What is the Net Capital Gain of any proposed solutions? Do the savings in construction and borrowing costs of a branch library outweigh the increase in leasing and rental costs for the displaced administration and services as well as renovation costs to existing spaces?

- d) A review and update of any policies, bylaws, leasing and partnership agreements related to St. Albert Place spaces.
- e) Any disruption on current service levels offered through the existing spaces such as the Community and Protective Services reception where public can purchase bus passes, register for programs and access subsidy services.
- f) St. Albert Place is a designated heritage resource and therefore any construction or renovations would need to align with this standard.
- g) The impacts of displacing a significant number of administrative staff and office space. This will come with leasing, moving and renovation costs and may affect current service levels.
- h) The affects on the community's long-term facility model, the use of St. Albert Place and any opportunities and efficiencies created by exploring multi-use facilities that align with the long-term facility model.
- i) Engagement of any project stakeholders such as the St. Albert Public Library, any affected administrative departments, the Arts and Heritage Foundation and the Musée Héritage Museum.
- j) The impacts on current capital charters and any updating that would be required to these charters; such as CULTR-030 – Museum/Interpretive Centre.
- k) The timelines associated with the domino effect of any relocations and renovations.

To complete this charter, the following City departments and stakeholders would be engaged:

- City Manager's Office
- Engineering Services
- Public Works
- Capital Projects Office
- Cultural Services
- Community & Protective Services
- Financial Services
- Legal Services
- Purchasing Services
- Innovation and Technology Services
- Corporate Communications & Design
- Arts and Heritage Foundation
- Musée Héritage Museum
- St. Albert Public Library
- St. Albert Place Visual Arts Council
- St. Albert Potters Guild
- St. Albert Quilters' Guild
- Floral Arts Society of St. Albert
- St. Albert Paper Arts Guild
- St. Albert Painter's Guild

### **Timeline and Resources**

Given the scope of this motion, and the significant amount of time and resources required, there is not sufficient time to complete the consultation and review, determine costing and prepare draft project charters for the 2018 budget cycle.

Additional resources will be required to complete this work and obtain accurate costing estimates to assist with budgeting, particularly with the facility detailed design and construction costs. It is recommended that these charters be deferred and presented to Council for the 2019 budget.

### **Related Documents**

St. Albert Branch Library Functional Program and Concept Design  
Museum White Paper  
Project Charter, CULTR -030 – Museum/Interpretive Centre  
St. Albert Place Cultural Policy – C695-83 (1983)

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