



TOWN OF OKOTOKS POLICY

Council Motion: 11.C.68	Effective Date: February 14, 2011	Policy Number: P 11-01
External Reference:	Revised/Reviewed Date:	Originating/Lead Business Centre: Community Services

Title: Community Facilities Access

Policy Statement:

The Town of Okotoks will ensure fair, balanced and equitable access to and usage of its community facilities. The Town of Okotoks will establish and maintain guidelines and procedures for prudent access and usage of Town-owned and operated community facilities.

Purpose:

To establish the principles that guide the development and administration of guidelines and procedures for the allocation of Town of Okotoks owned and operated community facilities for the purpose of recreation, culture and/or open space activities, for all residents.

The Town of Okotoks will allocate the usage of community facilities in a manner that:

- is accessible for all residents
- appeals to a range of individual and group interests
- ensures fair and equitable access providing a variety of opportunities for all age groups
- provides for a balance of time distribution between all user groups while recognizing the importance of youth development
- ensures the effective use of the time and space of the facilities while balancing responsible application of fees and charges (financial sustainability)
- recognizes user needs & program viability
- balances between regular programming and special events
- maximizes the usage of the facilities and future facilities
- encourages and emphasizes the spirit of mutual cooperation among all users when considering regular season and special event needs.

Definitions:

“**community facilities**” means any and all recreational, sporting and cultural buildings and community open spaces owned and/or operated by the Town of Okotoks.

Responsibility:

Community Facilities Access shall be the responsibility of the Municipal Manager in conjunction with Community Services, pursuant to the administrative guidelines.