	<b>Community Facilities Access</b>	
	<b>Policy Type:</b>	Executive Limitation
	<b>Number:</b>	EL-B-2.5
	<b>To be Reviewed:</b>	Once per term
	<b>Approval Date:</b>	February 14, 2011
	<b>Motion Number:</b>	11.C.068
	<b>Revised Date(s):</b>	

**Policy Statement:**

This policy identifies what types of decisions and actions the Chief Administrative Officer (CAO), and or designates **may not do** in order to achieve Council's Ends.


These limitations set boundaries regarding the use of sustainable practices in Town business and as to what means to achieve the Ends **would be unacceptable** even if the means worked.

The CAO will not allow unfair, unbalanced or inequitable access to and usage of its community facilities. The CAO will not allow the establishment of guidelines or procedures that do not allow prudent access and usage of Town-owned and operated community facilities.

Further, without limiting the scope of the above statements by the following, the CAO shall not allow the Town of Okotoks to establish the principles that guide the development and administration of guidelines and procedures for the allocation of Okotoks owned and operated community facilities for the purpose of recreation, culture and/or open space activities that does not include all residents.

The CAO will not allow the allocation of the usage of community facilities in a manner that is not:

- Accessible for all residents;
- Appealing to a range of individual and group interests;
- Ensuring fair and equitable access that provides a variety of opportunities for all age groups;
- Providing for a balance of time distribution between all user groups while recognizing the importance of youth development;
- Ensuring the effective use of the time and space of the facilities while balancing responsible application of fees and charges (financial sustainability);
- Recognizing user needs and program viability;
- Balancing between regular programming and special events;
- Maximizing the usage of the facilities and future facilities
- Encouraging and emphasizing the spirit of mutual cooperation among all user when considering regular season and special event needs.

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**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.

**Responsibilities:**

Community Facilities Access shall be the responsibility of the CAO in conjunction with Community Services.