

	Community Facilities Access	
	Policy Type:	Executive Limitation
	Number:	EL-B-2.5
	To be Reviewed:	Once per term
	Approval Date:	February 14, 2011
	Motion Number:	11.C.068 24.C.252
	Revised Date(s):	July 15, 2024

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 to support the future development of new infrastructure as needed;

- Encouraging and emphasizing the spirit of mutual cooperation among all users when considering regular season and special event needs;
- Beneficial to the entire community, balancing a wide range of individual and group interests and ages, skill levels, public use, and special events; and
- Proportionate to the number of people who will benefit.

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.