

Topic: Joint Use Agreement

Introduction:

Parkland School Division (PSD) and Parkland County do not currently have a Joint Use Agreement (JUA) in place which formally governs community use of schools and school use of municipal facilities. The Municipal Government Act (MGA) was amended in 2020 and now requires all municipalities to have one in place. The deadline to complete this is June 2025.

Facts (Background Information):

In most Urban Municipalities Joint Use Agreements have been developed and in use for many years due to high demand by community for use of school space after school hours, as well as demand from Schools for use of municipal facilities during school hours. Parkland County has not had one in place before primarily due to the low demand and need. We do not have large demands by community for use of school space and do not have a multitude of facilities that the school wishes to use. Uses have occurred but on a individual use basis. The MGA was amended in 2020 and one of the amendments was that all Municipalities will have a Joint Use Agreement in place initially by June of 2023, but the deadline was extended to June of 2025.

Purpose of a Joint Use Agreement is basically provide agreed upon direction in three general areas:

- Shared Use and Access to each other’s Facilities
- Funding of shared facilities and services
- Planning and acquisition for new or expanded school sites

The facilities and schools this agreement applies to are those situated within the municipal boundaries of Parkland County and include:

PSD Schools	Parkland County Facilities
Blueberry	Entwistle Community Recreation Centre
Duffield	Wabamun Community Hall
Entwistle	Keephills Hub
Graminia	Meridian Sports Park
Muir Lake	Coal Diamond Sports Park
Parkland Village	
Tomahawk	
Wabamun	

Currently, when the PSD Schools wish to make use of a county facility, they contact the Community Services Department who manage the requests and bookings. In return when Parkland County or a community organization wish to use a school, they contact the specific School Principal who manages the request and booking.

There are no facility rental charges from either party, however there are charges when specialized staff are required for the booking or when additional resources need to be brought in to look after the booking if they aren't covered by regularly scheduled staff. Examples include the provision of Lifeguards when a School uses the pool in Entwistle; or when a group uses the schools or a County facility outside of the hours when there is custodial coverage and a staff has to be brought in to clean the facility after the use.

The PSD is responsible for maintaining their buildings and fields and Parkland County is responsible for their buildings and fields.

Analysis:

PSD and Parkland County Administrations have met several times over the past year to draft the attached Agreement. The Agreement covers the requirements laid out in the MGA with respect to Joint Use Agreements.

In terms of shared use, the only change from current practice is any requests for Community Use of school requests will now go through the PSD Facilities Office vs through the individual School Principals. All else will remain the same. School Use of municipal facilities will continue to be managed by Community Services. Charges/Fees will remain the same as they were before as well as the maintenance and management responsibilities of the respective facilities.

A few other points to note in the Agreement include:

- Council and the PSD Board will meet at least every three years on the agreement where discussions could occur on potential partnerships, any plans for development of new or expansion of existing schools, land needs etc. Council and PSD already meet on an annual basis currently where matters of mutual interest are discussed.
- An Operating Committee will be established to do annual check ins on the Agreement; membership will be the Parkland County CAO and the PSD Superintendent or their designates.
- Planning for any future school sites will be communicated by PSD to Parkland County to begin those discussions. Parkland County does not have any reserves set aside specifically for School Development. If at any point in the future PSD identifies the need to develop a School and requires land from Parkland County to do so they will initiate those discussions.
- Disposal of School Sites process is set out and provides Parkland County with essentially the first right of refusal on PSD owned land if PSD and Alberta Education deem it surplus to their needs.

Alternatives:

1. Council may request changes.
2. Council not approve and sign the agreement – As of June 2025 we will be in contravention of the MGA.

Conclusion/Summary:

Administration recommends that Council approve the agreement as presented.

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