

Building Update

Issue 9

New Building— Plans and Progress

November 2019

Getting ready to close the deal

In late August, Marigold and the Western Irrigation District (WID) held several meetings to brainstorm areas of potential savings in the draft plans, while retaining and meeting the core needs of both organizations. This included outdoor spaces and landscaping, asphalt reduction, exterior finishing options and more. Both partners were satisfied with BRZ Partnership Architecture's progress on the revised draft plans for each wing, the common areas and exterior spaces. The Joint Facility Committee provided final approval of the draft plans in November, as a further step in submitting a Development Permit to the Town of Strathmore.

Subdivision and purchase of WID land

The purchase of half of the facility land parcel is nearly complete. Marigold received a copy of WID's Certificate of Title for the newly subdivided facility parcel, which was a condition of the Purchase and Sale Agreement. The leased signs on the property were removed and Marigold provided the final payment to Borden Ladner Gervais (BLG) in trust on October 28. Land titles will issue a new certificate to officially complete the purchase and that is expected to be completed in mid-November. The WID also finalized the Municipal Reserve designation with the Town of Strathmore, which is currently a wetland adjacent to the facility site.

Provincial Crown Corporation

Borden Ladner Gervais, Marigold's legal team, confirmed that Marigold is considered a provincial Crown corporation and falls under the New West Partnership Trade Agreement (NWPTA) procurement rules and exceptions for the purchase of goods and construction. NWPTA is an accord between the governments of B.C., Alberta, Saskatchewan and Manitoba and creates Canada's largest, barrier-free, interprovincial market. During a Building Committee meeting on November 4, Marigold's obligations for construction tenders as a provincial Crown corporation were discussed. Marigold staff was tasked to review existing agreements for the project to ensure consistency moving forward as construction tenders are prepared.

What's next?

Once Marigold and the WID give the green light, BRZ and the Town of Strathmore's planning department can move forward with the Development Permit and begin work on the town's Development Agreement. Next steps include tender for construction and work on operating agreements for the joint facility.

TIMELINE

1. DEVELOPMENT PERMIT
2. BUILDING PERMIT
3. GROUND-BREAKING CEREMONY
4. CONSTRUCTION TENDER PROCESS
5. SITE CLEARING
6. OPERATING AGREEMENTS

Committee Updates

BUILDING COMMITTEE

Cost sharing and site preparation for the project, which are based on the high-level cost estimates provided by BRZ Partnership Architecture, were discussed at Marigold's Building Committee meeting on August 29. The committee supported the staff approach in collaboratively working with the WID to find the most cost-effective and acceptable solutions for both parties and operations.

JOINT FACILITY COMMITTEE

The Joint Facility Committee met on November 7 to discuss the cost projections, existing agreements, construction insurance, timelines for the condo plan/registration and bylaws, operating agreements and more.

NEW



The Joint Facility Committee met to discuss the cost projections, existing agreements, construction insurance coverage and more on November 7.

PROJECT HISTORY: Background information and details on past progress, as well as previous issues of this publication, formerly titled ReNews, can be found on the Marigold website at: www.marigold.ab.ca/projects-events/new-headquarters-building/the-project



MARIGOLD REPORT

To: Councils and Special Areas Board



November 16 Board meeting in Carseland

MARIGOLD BOARD MEETING HIGHLIGHTS:

November 16, 2019



The Marigold Library System Board met Saturday, November 16 at the Hamlet of Carseland Community Hall. Wheatland County Reeve Amber Link welcomed delegates and guests to Carseland.

Board Chair Lynda Lyster recognized new Board member:
Nicole Kieffuk – Town of Okotoks

FINANCIAL STATEMENTS

Marigold unaudited Financial Statements to October 31, 2019 were accepted for information. Marigold Library System is in a positive financial position. Everything is on track including salaries and materials.

Draft Operating Budget 2020-2021

The **draft budgets for operating and capital/projects budgets** were presented and approved for information. In January, the final budget will be presented to Marigold Board for approval, based on year-end actual expenditures and official 2019 populations from Municipal Affairs,

Marigold's Draft Operating Budget for 2020 is \$5,381,714, which is slightly less than the Board-approved 2019 budget amount of \$5,387,580.

Marigold is the third largest library system in Alberta, based on service population, after Calgary and Edmonton. With a larger service population, costs are higher, and many expenses are calculated on a per capita basis. There are increased costs for utilities, computer network security, IT contracts, eResource subscriptions, eBook and eAudiobook titles, and print materials. Savings were found in travel expenses, website development, furniture, equipment, programs, and salaries. Salaries account for 36% of the total budget.

Key initiatives in 2020 include:

Enhancing IT security—sophisticated antivirus protection and backup systems; Replacing Rise videoconferencing software with other meeting software; and the development of the new headquarters building

Board members were happy with the news that **provincial grants for 2019** were not reduced in the Alberta government's budget.

POLICY APPROVAL & DECISION

Policies reviewed and approved by the Marigold Board:

Information Technology (IT) Service; Access and Acceptable Use of Information Technology; Use of Work-Issued Technology, Library Service Points; Freedom of Information and Protection of Privacy Bylaw; Records Management Policy; Records Management Policy, Library Service Points; Accessibility for All Persons Policy, Library Service Points; Videoconference Equipment Policy,



NEW BUILDING UPDATE

- Marigold and the Western Irrigation District (WID) staff met throughout the summer and fall to review the schematic designs and site plans. Both parties are satisfied with the draft plans provided by BRZ Partnership Architecture.
- Looking ahead, Marigold will need to acquire a development permit, followed by a building permit, and engage in a construction tender process.
- Final conditions on the Purchase and Sale Agreement between Marigold and the WID have been met. Marigold has paid the final installment for the facility parcel.

Marigold's *New HQ* publication (included with this *Marigold Report*) gives detailed information and updates concerning our new building plans, funding and progress. All issues of *New HQ* (formerly *ReNews*) can be found at: marigold.ab.ca/About-Us/Publications



Site visit: Marigold's Director of Service Delivery Lynne Price (l-r) WID's GM David McAllister and CEO Michelle Toombs visit the site of the new headquarters building in late summer of 2019.

Library Service Points (deleted)

Capital and project expenditures for 2020 are based on available funds after estimated operating costs have been subtracted from revenue projections. Two service vehicles need to be replaced.

STAFF PRESENTATIONS

Freedom to Read Week February 23-February 29, 2020: Board Chair Lynda Lyster proclaimed Freedom to Read Week in Marigold. Training and Communications Coordinator Caleigh Haworth spoke about the importance of being able to choose what you want to read and how intellectual freedom is challenged when

any resource is restricted. Canadian libraries have an essential role in promoting freedom to read and intellectual freedom. Member libraries, councils and residents are encouraged to celebrate Freedom to Read Week from February 23–February 29. The proclamation will be sent to local library boards and councils early in January. More at: freedomtoread.ca

HQ STAFF SHARE INFORMATION WITH MARIGOLD BOARD:

Marigold website demonstration:

IT Manager Richard Kenig provided information about how to access Board documents on the new Marigold website.

Marigold launched its new website on August 1. All member libraries' websites are live and the libraries are receiving positive feedback from staff and patrons regarding the new user-friendly design, easy access to eResources, and various other innovative features.

Presentations to MLAs: Marigold Board Chair Lynda Lyster and CEO Michelle Toombs started meeting with the MLAs of our region. To date, they have met with MLAs Angela Pitt, Pete Guthrie, Miranda Rosin, and R.J. Sigurdson. The meetings focused on the positive impact public libraries have on the economy, the government's Red Tape Reduction initiative to streamline processes and enhance

IMPORTANT DATES

Upcoming Board Meetings

Saturday, January 25, 2020: Videoconference, 9:30 am. 4 locations

Saturday, April 18, 2020: 9:30 am in Strathmore

Trustee Orientation: February 8, 2020

informed – connected – confident

9:30 am

Marigold Headquarters

