

SuperNet Operational Policy for Public Library Services Branch

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SuperNet Operational Policy

This operational policy and other related plans and guidelines are governed by the principles set out in the *Public Library Network Policy*.

Network Policy Statement

The Government of Alberta has established and sustains a network known as the Alberta Public Library Network that connects Alberta's public libraries to enable access to public library resources and services for Albertans. The network is coordinated and supported by Alberta Municipal Affairs through Public Library Services Branch (PLSB).

Statement of Purpose

SuperNet connectivity for public libraries is a key technological component of the provincial public library network. It is a priority to ensure that public libraries are fully functioning on the SuperNet, in order to provide the networked public library service that becomes possible through high-speed broadband.

Policy

Alberta Municipal Affairs, through the Public Library Services Branch, will pay the monthly SuperNet connection fees for Alberta Public Library Network Participants as per its agreement with Axia SuperNet Ltd.

1. Alberta Municipal Affairs is the party to the agreement with Axia SuperNet Ltd. (The Government of Alberta is legally recognized as the owner of the service), and, through PLSB, administers the funding and implements this policy
2. The Network Nodes facilitate the implementation of the service under the direction of PLSB.
3. PLSB will connect Network Participants to the Supernet under this policy. Any library board not meeting the criteria for network participation outlined in the Public Library Network Policy is not eligible for Supernet connectivity support.
4. The SuperNet provides three basic components that are integral to a fully-functioning library electronic network: speed; stability; and security. Anything that undermines any of these three aspects must be avoided.
5. PLSB reserves the right to consult with any organization and/or individual on issues pertaining to SuperNet connectivity for public libraries.
6. The Government of Alberta reserves the right to renegotiate, terminate or otherwise alter its agreement with Axia SuperNet Ltd. This may or may not have an effect on SuperNet connectivity for public library service delivery.
7. PLSB will terminate SuperNet connectivity if a Network Participant is not compliant with the Public Library Network Policy and its associated operational policies.

Definitions

Library service point – a physical location where a network participant delivers library service directly to the public

New library service point – a library service point that did not previously exist

Existing library service point – a library service point that previously existed either in its current or a different location

Large Urban Libraries – service points operated by the City of Calgary Library Board and the City of Edmonton Library Board

Mid-size Urban Libraries – service points operated by the following boards:

- City of Grande Prairie Library Board
- City of Lethbridge Library Board
- City of Medicine Hat Library Board
- City of Red Deer Library Board
- City of St. Albert Library Board
- RM of Wood Buffalo Library Board
- Strathcona County Library Board

Operational Guidelines

In order to qualify for PLSB support for SuperNet connectivity, network participants will meet the following best practices when configuring their SuperNet connection:

- a) Each eligible library service point must have its own dedicated SuperNet service including appropriate end-point setup for SuperNet connectivity. The exception to this is branch locations of the following Network Nodes:
 - City of Calgary Library Board
 - City of Edmonton Library Board
 - City of Grande Prairie Library Board
 - City of Lethbridge Library Board
 - City of Medicine Hat Library Board
 - City of Red Deer Library Board
 - City of St. Albert Library Board
 - RM of Wood Buffalo Library Board
 - Strathcona County Library Board

- b) Network Participants will have a standard SuperNet connection installed as provided by Axia SuperNet Ltd.
- c) Any non-standard SuperNet configurations put in place shall be vetted by PLSB or a designate authorized by PLSB and must be demonstrated to meet the following standards before connectivity funding will be released.
 - o Bandwidth usage is directed solely to public library purposes
 - o SuperNet service is not shared with non-library organizations or agencies
- d) Use of SuperNet Edge Device (SED) and virtual private network (VPN) ports must be approved by PLSB.
- e) PLSB will pay for the initial build of the SuperNet to new library service points, as funds allow.
- f) PLSB will not cover the costs of moving SuperNet connections for existing library service points.
- g) In the event of a SuperNet move, Axia SuperNet Ltd. shall be engaged to do the work.
- h) A fibre connection is preferred over wireless.
- i) The SED shall be physically located either in or directly adjacent to the library service point.
- j) There shall be a direct connection between the SED and the Customer Edge Device (CED).
- k) Library SuperNet traffic shall not travel through any additional non-library networks.
- l) Any network participant that wishes to add bandwidth or other service enhancements may do so in direct consultation with Axia SuperNet Ltd. at their own expense.

Appendix A

SuperNet support:

Network Nodes – Library Systems: base NGN service of 100 megabits per second (mbps) at approximately \$1,223/month plus incremental bandwidth where required (some variations in pricing may apply)

Network Nodes – Large and Mid-size Urban Libraries (per branch): NGN 100 mbps at \$898/month
- *For purposes of this policy, Fort Saskatchewan is considered a branch of Strathcona County Library*

Network Participants – supported as per Appendix B

Last revised April 24, 2018

APPENDIX B -- Network Participant Support (as of April 24, 2018)

Chinook Arch Regional Library System	PLSB sponsorship
Arrowwood Public Library	\$503.50
Barnwell Public Library	\$795.00
Cardston & District Public Library	\$898.00
Carmangay Library	\$503.50
Champion Municipal Library	\$503.50
Coaldale Public Library	\$898.00
Claresholm Public Library	\$898.00
Coutts Community Library	\$503.50
Crowsnest Pass Public Library	\$898.00
Enchant Public Library	\$503.50
Fort Macleod Public Library	\$795.00
Glenwood Municipal Library	\$795.00
Granum Library	\$503.50
Grassy Lake Public Library	\$503.50
Hays Public Library	\$503.50
Kainai Public Library	\$898.00
Lomond Library	\$503.50
Magrath Library	\$795.00
Milk River Municipal Library	\$795.00
Milo Municipal Library	\$503.50
Nanton Public Library	\$503.50
Picture Butte Public Library	\$795.00
Pincher Creek Municipal Library	\$898.00
Raymond Library	\$898.00
Stavelly Municipal Library	\$503.50
Stirling Library	\$503.50
Taber Library	\$898.00
Vauxhall Public Library	\$795.00
Vulcan Library	\$898.00
Warner Memorial Library	\$503.50
Wrentham Public Library	\$503.50

Marigold Library System	PLSB sponsorship
Acadia Public Library	\$503.50
Acme Municipal Library	\$503.50
Airdrie Public Library	\$898.00
Banff Public Library	\$795.00
Beiseker Municipal Library	\$503.50
Berry Creek Community Library	\$503.50
Canmore Public Library	\$795.00
Carbon Public Library	\$503.50
Carseland Community Library	\$503.50
Cereal & District Municipal Library	\$503.50
Chestermere Municipal Library	\$795.00
Cochrane - Nan Boothby Memorial Library	\$795.00
Consort Municipal Library	\$503.50
Crossfield Municipal Library	\$503.50
Delia Public Library	\$503.50
Drumheller Public Library	\$898.00
Empress Municipal Library	\$503.50
Exshaw Community Library	\$503.50
Gleichen and District Library	\$503.50
Hanna Municipal Library	\$503.50
High River Library	\$898.00
Hussar Municipal Library	\$503.50
Irricana Public Library	\$503.50
Linden Municipal Library	\$503.50
Longview Public Library	\$503.50
Millarville Community Library	\$503.50
Morrin Municipal Library	\$503.50
Okotoks Public Library	\$795.00
Oyen Municipal Library	\$503.50
Rockyford Municipal Library	\$503.50
Rumsey Community Library	\$503.50
Sheep River Library	\$795.00
Standard Public Library	\$503.50
Strathmore Municipal Library	\$898.00
Three Hills Municipal Library	\$503.50
Trochu Municipal Library	\$503.50
Youngstown Municipal Library	\$503.50

Northern Lights Library System	PLSB sponsorship
Andrew Public Library	\$503.50
Ashmont Public Library	\$503.50
Athabasca - Alice Donahue Library & Archives	\$503.50
Bibliotheque Mallaig	\$503.50
Bon Accord Public Library	\$503.50
Bonnyville Municipal Library	\$898.00
Boyle Public Library	\$503.50
Bruderheim - Metro Kalyn Community Library	\$503.50
Chauvin Municipal Library	\$503.50
Cold Lake Public Library	\$898.00
Cold Lake Public Library - Grand Centre Branch	\$898.00
Edgerton Public Library	\$503.50
Edmonton Garrison Community Library	\$503.50
Elk Point Municipal Library	\$503.50
Gibbons Library	\$503.50
Grassland Community Library	\$503.50
Holden Municipal Library	\$503.50
Innisfree Public Library	\$503.50
Irma Community Library	\$503.50
Kitscoty Library	\$503.50
Lac La Biche - Stuart MacPherson Public Library	\$898.00
Lamont Public Library	\$503.50
Mannville Municipal Library	\$503.50
Marwayne Public Library	\$503.50
Morinville Public Library	\$898.00
Mundare Municipal Library	\$503.50
Myrnam Community Library	\$503.50
Newbrook Public Library	\$503.50
Paradise Valley - Three Cities Public Library	\$503.50
Plamondon Municipal Library	\$795.00
Radway & District Public Library	\$503.50
Redwater Public Library	\$503.50
Rochester Public Library	\$503.50
Ryley - Mcpherson Municipal Library	\$503.50
Smoky Lake Library	\$503.50
St. Paul Municipal Library	\$898.00
Thorhild & District Municipal Library	\$503.50
Tofield Municipal Library	\$503.50
Two Hills - Alice Melnyk Public Library	\$503.50
Vegreville Public Library	\$898.00
Vermilion Public Library	\$898.00
Viking Municipal Library	\$503.50
Vilna Municipal Library	\$503.50
Wainwright Public Library	\$898.00
Wandering River Women's Institute Public Library	\$503.50
Waskatenau - Anne Chorney Public Library	\$503.50

Parkland Regional Library System	PLSB sponsorship
Alix Public Library	\$503.50
Alliance Municipal Library	\$503.50
Amisk Public Library	\$503.50
Bashaw Municipal Library	\$503.50
Bawlf - David Knipe Memorial Library	\$503.50
Bentley Municipal Library	\$503.50
Big Valley Municipal Library	\$503.50
Blackfalds Public Library	\$898.00
Bodo Community Library	\$503.50
Bowden Public Library	\$503.50
Brownfield Public Library	\$503.50
Cadogan Library	\$503.50
Camrose Public Library	\$898.00
Caroline Public Library	\$503.50
Carstairs Public Library	\$898.00
Castor Library	\$503.50
Clive Public Library	\$503.50
Coronation Public Library	\$503.50
Cremona Municipal Library	\$503.50
Czar Municipal Library	\$503.50
Daysland Public Library	\$503.50
Delburne Public Library	\$503.50
Didsbury Public Library	\$898.00
Donalda Municipal Library	\$503.50
Eckville Public Library	\$503.50
Edberg Municipal Library	\$503.50
Elnora Public Library	\$503.50
Forestburg Public Library	\$503.50
Hardisty & District Public Library	\$503.50
Hay Lakes Municipal Library	\$503.50
Heisler Municipal Library	\$503.50
Hughenden Public Library	\$503.50
Innisfail Community Centre Public Library	\$898.00
Killam & District Municipal Library	\$503.50
Lacombe – Mary C. Moore Public Library	\$898.00
Lougheed Public Library	\$503.50
Nordegg Public Library	\$503.50
Olds Public Library	\$898.00
Penhold Library	\$898.00
Ponoka Jubilee Library	\$898.00
Provost Municipal Library	\$503.50
Rimbey Municipal Library	\$898.00
Rocky Mountain House Public Library	\$898.00
Sedgewick & District Municipal Library	\$503.50
Spruce View Community Library	\$503.50
Stettler Public Library	\$898.00
Sundre Municipal Library	\$898.00
Sylvan Lake Municipal Library	\$898.00
Water Valley Public Library	\$503.50

Peace Library System	PLSB sponsorship
Bear Point Public Library	\$503.50
Beaverlodge RCMP Century Library	\$503.50
Berwyn W.I. Municipal Library	\$503.50
Bonanza Municipal Library	\$503.50
Brownvale Community Library	\$503.50
Calling Lake Library	\$503.50
Debolt Public Library	\$503.50
Dixonville Community Library	\$503.50
Eaglesham Public Library	\$503.50
Elmworth Community Library	\$503.50
Fairview Public Library	\$898.00
Falher - Bibliothèque Dentinger	\$503.50
Flatbush Community Library	\$503.50
Fox Creek Municipal Library	\$503.50
Grimshaw Municipal Library	\$503.50
High Level Municipal Library	\$898.00
High Prairie Municipal Library	\$503.50
Hines Creek Municipal Library	\$503.50
Hythe Municipal Library	\$503.50
Keg River Municipal Library	\$503.50
Kinuso Municipal Library	\$503.50
LaGlace Community Library	\$503.50
Manning Municipal Library	\$503.50
Mclennan Municipal Library	\$503.50
Menno-Simons Community Library	\$503.50
Nampa Municipal Library	\$503.50
Paddle Prairie Public Library	\$503.50
Peace River Municipal Library	\$898.00
Rainbow Lake Municipal Library	\$503.50
Red Earth Public Library	\$503.50
Rycroft Municipal Library	\$503.50
Savanna Municipal Library	\$503.50
Sexsmith – Shannon Municipal Library	\$503.50
Slave Lake - Rotary Public Library	\$898.00
Smith Community Library	\$503.50
Spirit River Municipal Library	\$503.50
Bibliothèque de St. Isidore	\$503.50
Tangent Community Library	\$503.50
Valhalla Community Library	\$503.50
Valleyview Municipal Library	\$503.50
Wabasca Library	\$503.50
Wembley Public Library	\$503.50
Woking Municipal Library	\$503.50
Worsley & District Library	\$503.50

Shortgrass Library System	PLSB sponsorship
Alcoma Community Library	\$503.50
Bassano Memorial Municipal Library	\$503.50
Bow Island Municipal Library	\$503.50
Brooks Public Library	\$898.00
Duchess Public Library	\$503.50
Foremost Public Library	\$503.50
Gem Jubilee Library	\$503.50
Graham Community Library	\$503.50
Irvine Community Library	\$503.50
Redcliff Public Library	\$898.00
Rolling Hills Public Library	\$503.50
Rosemary Municipal Library	\$503.50
Tilley & District Public Library	\$503.50

Other Sites	PLSB Sponsorship
Fort Saskatchewan Public Library	\$898.00
Lloydminster	\$898.00

Yellowhead Regional Library System	PLSB Sponsorship
Alberta Beach Public Library	\$898.00
Alder Flats Public Library	\$795.00
Barrhead Public Library	\$898.00
Bibliotheque De Beaumont	\$898.00
Blue Ridge Public Library	\$503.50
Breton Municipal Library	\$898.00
Calmar Public Library	\$898.00
Darwell Public Library	\$503.50
Devon Public Library	\$898.00
Drayton Valley Municipal Library	\$898.00
Duffield Public Library	\$898.00
Edson & District Public Library	\$898.00
Entwistle Public Library	\$795.00
Evansburg & District Public Library	\$503.50
Fawcett – M. Alice Frose Library	\$503.50
Fort Assiniboine Public Library	\$503.50
Grande Cache Municipal Library	\$503.50
Hinton Municipal Library	\$898.00
Jarvie Public Library	\$503.50
Jasper Municipal Library	\$898.00
Keephills Public Library	\$795.00
Lakedell Public Library (new)	\$795.00
Leduc Public Library	\$898.00
Mayerthorpe Public Library	\$898.00
Millet Public Library	\$898.00
Neerlandia Public Library	\$503.50
New Sarepta Public Library	\$795.00
Niton Library	\$503.50
Onoway Public Library	\$898.00
Pigeon Lake Public Library	\$503.50
Rich Valley Public Library	\$503.50
Sangudo Public Library	\$503.50
Seba Beach Public Library	\$503.50
Spruce Grove Public Library	\$898.00
Stony Plain Public Library	\$898.00
Swan Hills Municipal Library	\$503.50
Thorsby Municipal Library	\$503.50
Tomahawk Public Library	\$795.00
Wabamun Public Library	\$898.00
Warburg Public Library	\$503.50
Westlock Municipal Library	\$898.00
Wetaskiwin Public Library	\$898.00
Whitcourt & District Public Library	\$898.00
Wildwood Public Library	\$898.00
Winfield Community Library	\$795.00

