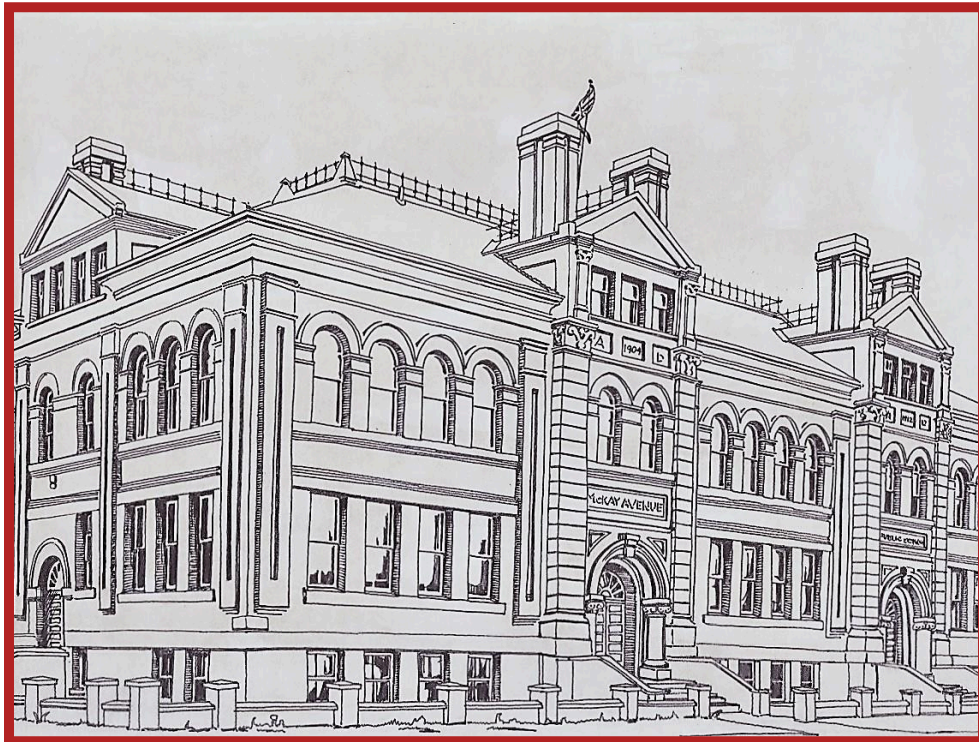


McKay Avenue (Archives and Museum) Event Rentals

Information on Room Bookings for Weekdays, Evenings and Weekends



Profile

Historic McKay Avenue School is Alberta’s oldest standing brick school. This stunning building provides a unique, memorable, and inviting space that can be used for meetings and events year-round.

This impressive three-storey structure preserves the history of Edmonton Public Schools and links its legacy with Edmonton and the historical beginnings of Alberta. Our staff is proud and eager to share this connection with the public. Visitors gain first-hand experience of a local legacy, while the school’s engaging atmosphere inspires collaboration and innovation for conferences or business meetings. McKay Avenue School provides an intriguing backdrop for more intimate events like weddings, appreciation nights, or speaking series.

Historic McKay Avenue School has been part of Edmonton’s downtown community and history since 1904. Our building is the site of Alberta’s first Provincial Parliament. The first and second sessions, 1906 and 1907, were held on the third floor. Today it is a public archive and museum. In addition to our facility rentals and self-guided tours for the public, our educational programs in our two historic landmarks help to give students a sense of place and history.

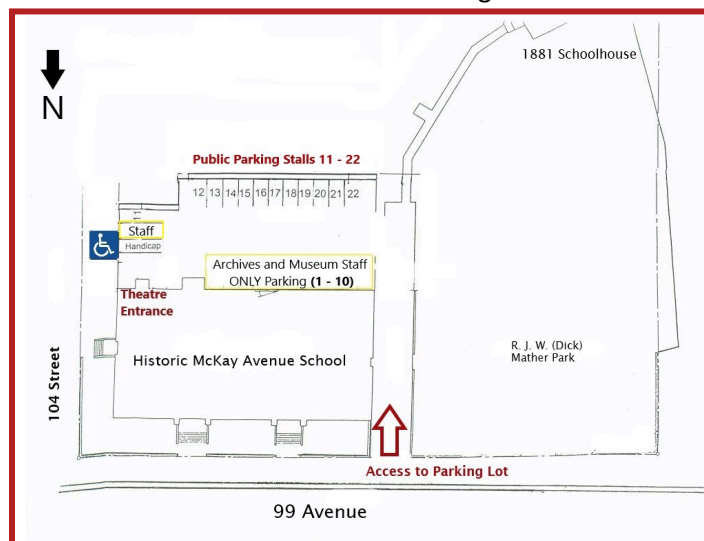
Our convenient downtown location, relationships with local catering companies, and six rooms to rent—each with its own unique charm—give us the ability and flexibility to accommodate everything from small business meetings or wedding ceremonies to large fundraising galas.

Parking

Our parking lot has 12 stalls for the public that are marked 11-22 on the map below. They are away from the building and face the fence to the south and east. **The stalls next to the building are reserved for the staff of Historic McKay Avenue School.**

The stalls fill up quickly. Please refer to the [Alternative Parking Lots](#) map for additional paid parking.

For our visitors with limited mobility, the handicapped stall and access point into the building is located at the Theatre Entrance on the southeast corner of the building.



Catering

Our team has strong relationships with many local caterers and we would be pleased to extend our recommendations to you.

Our preferred caterer is Café 1881. Please inquire with our staff for more information.

Liquor License

Requests to serve liquor will be individually reviewed. As part of Edmonton Public Schools, our facility must follow Board Policy and Regulation regarding the serving of alcohol.

EM.BP Alcohol, Tobacco and Cannabis on and in Division Property and at Division Functions
<https://www.epsb.ca/ourdistrict/policy/e/em-bp/>

Participants must be over 18 years of age when liquor is being served.

Rates



5% GST will be applied to all rates.


Contact Us


You can request a booking, through the Edmonton Public Schools **booking portal**.



We recommend for large functions, such as wedding ceremonies, you view the room prior to booking. Please fill out this **Event Rental Venue Viewing Request** form.


For additional information, please contact Archives and Museum at 780-422-1970 or email archivesmuseum@epsb.ca


Name of Space	Room Specifications	Pictures
<p>THIRD FLOOR LEGISLATIVE ASSEMBLY HALL</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$800/day</p> <p><u>Evenings</u> 5-10 p.m. \$2400/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$2400/5 hours</p>	<p>Capacity: 176-250 people</p> <p>176 - Round tables for 8 people (max. 22 tables)</p> <p>200 - Theatre style - (max. 200 people), no tables</p> <p>250 - Standing room only - (max. 250 people)</p> <hr/> <p>This is the original site of Alberta's first Legislature. Your guests will find the carefully restored legislative Chamber in this room, along with display panels that tell the story of Alberta's political beginnings and how historic McKay Avenue School fits into that legacy.</p> <p>Steeped in history, ambiance and great views, showcase your event in a space where your guests learn about Alberta's early political history and stand where it was created!</p> <hr/> <p>Available Equipment Upon Request:</p> <ul style="list-style-type: none"> ● Built-in LCD projector with speakers and screen ● Hand-held microphone ● Lapel microphone ● Lectern ● Access to commercial kitchen ● Movable whiteboards and flipcharts ● Freestanding display boards ● Tablecloth rental available - \$10.00 per cloth 	 <p style="text-align: center;">Theatre Style</p>  <p style="text-align: center;">Banquet Style</p>

Name of Space	Room Specifications	Pictures
<p>ALBERTA ROOM</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$400/day</p> <p><u>Evenings</u> 5-10 p.m. \$1250/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$1250/5 hours</p>	<p>Capacity: 26 people</p> <p>Standard Layout: 8-person, antique boardroom table</p> <hr/> <p>You'll find this boardroom-style event room on the second floor.</p> <p>The room's high ceilings allow for large, arched windows that provide an immense amount of natural light into the room and onto the hardwood floors. For your comfort, there is also casual seating.</p> <hr/> <p>Available Equipment Upon Request:</p> <ul style="list-style-type: none"> ● ClickShare Wireless Presentation System ● Movable whiteboards and flipcharts ● Freestanding display boards ● Tablecloth rental available - \$10.00 per cloth 	 <p style="text-align: center;">Standard Layout</p>

Name of Space	Room Specifications	Pictures
<p>READING ROOM</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$400/day</p> <p><u>Evenings</u> 5-10 p.m. \$1250/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$1250/5 hours</p>	<p>Capacity: 26 people</p> <p>Standard Layout: 10-person, solid oak boardroom table and 4-person round table</p> <hr/> <p>Found on the second floor of our unique and historic school building, you'll find the large Reading Room.</p> <p>To match the significant expanse of the room, the large arched windows stretch from the wainscoting to the ceiling to provide plenty of natural light for guests to enjoy.</p> <p>Enjoy the history in this room as you sit at the conference table or round tables off to the side.</p> <hr/> <p>Available Equipment Upon Request:</p> <ul style="list-style-type: none"> ● ClickShare Wireless Presentation System ● Movable whiteboards and flipcharts ● Freestanding display boards ● Tablecloth rental available - \$10.00 per cloth 	 <p style="text-align: center;">Standard Layout</p>

Name of Space	Room Specifications	Pictures
<p>INSPECTOR'S ROOM</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$400/day</p> <p><u>Evenings</u> 5-10 p.m. \$1250/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$1250/5 hours</p>	<p>Capacity: 64 people</p> <p>Theatre style</p> <p>Round tables for 8 people (max. 8 tables)</p> <p>Other combinations of tables and chairs (subject to approval by Archives and Museum staff)</p> <hr/> <p>In the Inspector's Room on the first floor, the large windows can be opened to let natural light and fresh air into your next event.</p> <p>With its light-coloured hardwood floors, you have the flexibility to arrange round tables as you like or chairs into theatre-style seating.</p> <hr/> <p>Available Equipment Upon Request:</p> <ul style="list-style-type: none"> ● Built-in LCD projector with speaker and screen ● Movable whiteboards and flipcharts ● Freestanding display boards ● Tablecloth rental available - \$10.00 per cloth 	 <p>Theatre Style</p>  <p>Banquet Style</p>

Name of Space	Room Specifications	Pictures
<p>NORTHWEST TERRITORIES ROOM</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$400/day</p> <p><u>Evenings</u> 5-10 p.m. \$1250/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$1250/5 hours</p>	<p>Capacity: 31 people</p> <p>Standard Layout: 10-person solid oak boardroom table and three (3), 5-person solid oak round tables</p> <hr/> <p>The Northwest Territories Room, on the first floor, has traditional décor that is enhanced by large windows, dark wooden wainscoting, hardwood floors, and a large area rug.</p> <p>A feature in the room relevant to the historic school but unique to an event space is the original slate blackboards.</p> <p>The conference table and round tables provide flexibility in this restored classroom.</p> <hr/> <p>Available Equipment Upon Request:</p> <ul style="list-style-type: none"> ● ClickShare Wireless Presentation System ● Movable whiteboards and flipcharts ● Freestanding display boards ● Tablecloth rental available - \$10.00 per cloth 	 <p style="text-align: center;">Standard Layout</p>

Name of Space	Room Specifications	Pictures
<p>THE THEATRE</p> <p>Rates:</p> <p><u>Weekdays</u> 8:30 am - 3:30 pm \$400/day</p> <p><u>Evenings</u> 5-10 p.m. \$1250/evening</p> <p><u>Weekends</u> between 8 a.m. - 10 p.m. \$1250/5 hours</p>	<p>Capacity: 56 people</p> <p>Standard Layout: 46 theatre seats</p> <p>Standard Layout with option to add chairs to increase to a maximum seated capacity of 56</p> <hr/> <p>This basement-level space has built-in theatre seating and a stage ready for presentations, ceremonies, training and guest speakers.</p> <p>The graduate theatre seating, which are the original restored seats from the Eva O. Howard Theatre, allows everyone to have a good view of the front of the room.</p>	 <p style="text-align: center;">Standard Layout</p>
Photo Sessions		
<p>PHOTO SESSION</p> <p>Rates:</p> <p>\$1050/3 hours</p>	<p>Bookings are only required for sessions within the building.</p> <p>One booking per day.</p>	