

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
January 23, 2024 | 9:30 am  
Jasper Library & Cultural Centre – Quorum Room

**Notice:** Council members and a limited number of staff are in Council chambers for meetings. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. To live-stream this meeting starting at 9:30 am, use the following Zoom link: <https://us02web.zoom.us/j/87657457538>

**1. Call to order** Deputy Mayor Wilson to chair meeting

**2. Additions to agenda**

**3. Approval of agenda**

3.1 January 23, 2024 Committee of the Whole agenda attachment

**4. January 9, 2024 Committee of the Whole minutes - approved January 16, 2024** attachment

4.1 Business arising from minutes

**5. Delegations**

5.1 Jasper Park Chamber of Commerce verbal

**6. Correspondence**

**7. New business**

7.1 Transit Service Standards - Councillor Waxer verbal

7.2 Transit Service Update attachment

7.3 Crisis Team Jasper Society Funding Agreements attachment

7.4 Child Care Advocacy attachment

7.5 Affordable Housing Advocacy attachment

7.6 Jasper Municipal Housing Corporation Shareholder Policy attachment

**8. Motion Action List** attachment

**9. Councillor upcoming meetings**

[9.1 Council appointments to boards and committees](#)

**10. Upcoming events**

[Jasper in January](#) – January 12 to 28

NETMA – January 24, Harvest Food & Drink

Cancelled – Regular Council Meeting – 1:30pm, Tuesday, February 6

[Coldest Night of the Year](#) – 4:00-7:00pm, February 24, Jasper Activity Centre

Strategic Priorities Review – February 29 to March 1, Pyramid Lake Lodge

**11. Adjournment**

*All regular and committee meetings of Council are video-recorded and archived on YouTube.*

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
 Tuesday, January 9, 2024 | 9:30am  
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Scott Wilson, Councillors Helen Kelleher-Empy, Kathleen Waxer, Wendy Hall, and Ralph Melnyk		
Absent	Councillor Rico Damota		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Doug Olthof, National Immigration Project Manager Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 2 observers		
Call to Order	Deputy Mayor Wilson called the January 9, 2024 Committee of the Whole meeting to order at 9:30am and began with a <a href="#">Traditional Land Acknowledgement</a> .		
Additions/ deletions to the agenda #1/24	MOTION by Councillor Kelleher-Empy that Committee add the following items to the January 9, 2024 Committee of the Whole meeting agenda: <ul style="list-style-type: none"> <li>• 7.1 National Immigration Project, Local Immigration Project, and Settlement Services Renewals Support</li> <li>• 10.2 In-camera session – Intergovernmental meeting agenda</li> </ul>		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Approval of agenda #2/24	MOTION by Councillor Hall that Committee approve the agenda for the January 9, 2024 Committee of the Whole meeting as amended.		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from December 12, 2023 minutes	none		
Delegations	none		
Correspondence	none		

<p>National Immigration Project, Local Immigration Project, and Settlement Services Renewals Support #3/24</p>	<p>Committee received an add on item to the agenda. The request for decision and presentation materials are attached to today's minutes. Director of Community Development, Christopher Read, introduced the report to Committee and Doug Olthof, National Immigration Project Manager, delivered the presentation.</p>			
	<p>MOTION by Councillor Waxer that Committee receive the presentation for information; and</p>			
	<p>That Committee recommend Council approve submitting an application to continue the partnership with Immigration Refugees and Citizenship Canada (IRCC) to deliver existing and expanded national, regional, and local services for another 5-year term.</p>			
	<table border="0"> <tr> <td data-bbox="399 659 553 718">FOR 6 Councillors</td> <td data-bbox="683 659 829 718">AGAINST 0 Councillor</td> <td data-bbox="1360 693 1468 718" style="text-align: right;">CARRIED</td> </tr> </table>	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
FOR 6 Councillors	AGAINST 0 Councillor	CARRIED		
<p>Global Covenant of Mayors for Climate &amp; Energy #4/24</p>	<p>MOTION by Mayor Ireland that Committee recommend Council postpone the consideration of joining the "Global Covenant of Mayors for Climate &amp; Energy" until July 2024.</p>			
	<table border="0"> <tr> <td data-bbox="399 907 553 966">FOR 6 Councillors</td> <td data-bbox="683 907 829 966">AGAINST 0 Councillor</td> <td data-bbox="1360 940 1468 966" style="text-align: right;">CARRIED</td> </tr> </table>	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
FOR 6 Councillors	AGAINST 0 Councillor	CARRIED		
<p>2023 Community Conversations Annual Report #5/24</p>	<p>Committee received the annual Community Conversations Report. Director of Community Development, Christopher Read, reviewed information including schedules, topics, attendance, survey results, and future considerations.</p>			
	<p>MOTION by Councillor Kelleher-Empy that Committee receive the Community Conversations Annual Report for January to December 2023 for information.</p>			
	<table border="0"> <tr> <td data-bbox="399 1260 553 1318">FOR 6 Councillors</td> <td data-bbox="683 1260 829 1318">AGAINST 0 Councillor</td> <td data-bbox="1360 1293 1468 1318" style="text-align: right;">CARRIED</td> </tr> </table>	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
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<p>Alberta Tourism Advocacy Summit</p>	<p>The Tourism Industry Association of Alberta will be holding its annual Alberta Tourism Advocacy Summit in Edmonton February 4-6, 2024. Mayor Ireland asked for this item to be added to the next Regular Council meeting agenda to allow any Councillor who wishes to attend to have it approved by Council.</p>			
<p>Motion Action List #6/24</p>	<p>Administration reviewed the Motion Action List.</p>			
	<p>MOTION by Councillor Kelleher-Empy that Committee approve the updated Motion Action List with the removal of the following items:</p> <ul style="list-style-type: none"> <li>• Global Covenant of Mayors for Climate &amp; Energy</li> <li>• Forest Park Hotel Parking</li> </ul>			
	<table border="0"> <tr> <td data-bbox="399 1797 553 1856">FOR 6 Councillors</td> <td data-bbox="683 1797 829 1856">AGAINST 0 Councillors</td> <td data-bbox="1360 1831 1468 1856" style="text-align: right;">CARRIED</td> </tr> </table>	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
FOR 6 Councillors	AGAINST 0 Councillors	CARRIED		

Councillor  
upcoming  
meetings

Councillor Melnyk will be attending the monthly meeting of the Jasper Yellowhead Museum & Archives this evening.

Councillors Melnyk, Waxer, and Kelleher-Empey will be meeting as the Jasper-Hakone Committee this afternoon.

Upcoming Events

Council reviewed a list of upcoming events.

In-camera  
#7/24

MOTION by Councillor Kelleher-Empey to move in-camera at 11:05am to discuss added agenda item:

- 10.2 Intergovernmental meeting agenda, FOIP s. 21(1)(a)(i)

FOR

AGAINST

6 Councillors

0 Councillors

CARRIED

Mr. Given also attended the in-camera session.

Move out of  
camera  
#8/24

MOTION by Councillor Hall to move out of camera at 12:01pm.

FOR

AGAINST

6 Councillors

0 Councillors

CARRIED

Adjournment  
#9/24

MOTION by Councillor Kelleher-Empey that, there being no further business, the Committee of the Whole meeting of January 9, 2024 be adjourned at 12:01pm.

FOR

AGAINST

6 Councillors

0 Councillors

CARRIED

## REQUEST FOR DECISION

**Subject:** National Immigration Project, Local Immigration Project,  
and Settlement Services Renewals Support

**From:** Bill Given, Chief Administrative Officer

**Prepared by:** Christopher Read, Director of Community Development

**Reviewed by:** Doug Olthof, National Immigration Project Manager  
Lisa Riddell, Community Development Manager

**Date:** January 9<sup>th</sup>, 2024

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### Recommendation:

- Committee receive the presentation for information and;
- Committee recommend Council approve submitting an application to continue the partnership with Immigration Refugees and Citizenship Canada (IRCC) to deliver existing and expanded national, regional, and local services for another 5-year term.

### Alternatives:

- Committee receive the presentation for information only.
- Other recommendation(s) as developed by Committee.

### Background:

Since 2017, Jasper has benefited from leading a vibrant and active Local Immigration Partnership which has also led to stable funding for two settlement services outreach workers in our community.

The Jasper Local Immigration Partnership (JLIP) is part of a Canada wide program to support newcomers in local communities. The JLIP is funded by Immigration, Refugees, and citizenship Canada (IRCC). Our goal is to make Jasper a welcoming place for all newcomers. We work for systemic and cultural change to help newcomers thrive. Members of the JLIP include people from community organizations and agencies, businesses, individuals, government and more.

At Jasper Settlement Services, we help immigrants learn all about Jasper. The service is free and available in multiple languages. We can access translation and interpretation services. We can help you access a computer or internet.

Some of the program results from LIP and Settlement over the last contract period have been:

- Settlement & Newcomer Network programming promoting conversation circles & language sharing events,
- Settlement Workers in School (SWIS) program delivery in our schools,
- Regular and special newcomer events such as Community Culture Nights and the 2022 Newcomer Survey
- Supports for Ukrainians, including website page and information booths,
- 1 to 1 support for many newcomers to our community, keeping our Settlement Services team busy.

In 2020, council passed the following motion, which enabled the Jasper Local Immigration Partnership as well as the National Immigration Project:

#76/20 MOTION by Councillor McGrath –

BE IT RESOLVED that Council direct Administration to sign a negotiated grant agreement between the Municipality of Jasper and Immigration Refugees and Citizenship Canada valued at \$791,846 for the continued coordination of the Jasper Local Immigration Partnership from April 2020 to March 2025, as well as contributions to the national coordination of Local Immigration Partnerships and the Community Data Project.

CARRIED UNANIMOUSLY

Since 2020, Jasper has benefitted from hosting the National Immigration Project Manager position within our Community Development department. This partnership has resulted in:

- More access to Local Immigration Partnership opportunities in programs and training,
- Mentorship and coaching from the National Immigration Projects Manager to our Settlement and LIP team,
- Increased influence at the national level for our very small and unique needs/perspectives,
- Full access to the Community Data Project,
- Enhanced relationship with a major external funder (IRCC),
- Access to best practices that streamline and enhance our local work, and
- Funding to cover administration and supervision of the program.

**Discussion:**

With the three “streams” of IRCC’s contracts with the Municipality all coming up for renewal, should the municipality wish to continue providing these services a letter of support for each application will be needed.

For LIP and Settlement services IRCC has requested we take a broader approach and therefore there is an opportunity not only to continue the excellent work started in the first contract period, but also support service delivery in Hinton, following a regional model similar to the Family Resource Network “spoke and hub” model – where Jasper is both a spoke and the regional hub coordinating the other spokes throughout the region. If successful, this would result in Jasper partnering with providers in Hinton to support supervised service delivery in that community.

Due to the unique nature of the National Immigration Projects stream, National Immigration Projects Manager Doug Olthof will present and speak to the attached summary of the program to date, and for the next 5 years.

**Relevant Legislation:**

Policy # E-115: Equity, Diversity, and Inclusion policy  
Municipal Government Act

**Inclusion Considerations:**

This program meets many aspects of the Equity, Diversity, and Inclusion goals of the municipality, especially through the excellent support we deliver to newcomers in our community.

**Strategic Relevance:**

- Community Health:
  - Embrace our growing diversity.
  - Leverage and create opportunities for greater inclusion.
  - Recognize the fundamental importance of our tourism economy.
- Relationships
  - Collaborate with other municipalities, orders of government, Indigenous partners and advocacy associations.
  - Welcome the expertise, innovation, creativity and commitment of community members, groups, associations, and businesses.
- Organizational Excellence
  - Ensure residents receive quality service that provides strong value for dollar.

**Financial:**

This contract, with administrative and supervisory add-on payments, is included in the 2024 approved operating budget as part of the 2021-2025 contract period. Should we discontinue this partnership we would need to replace between \$45,000 and \$75,000 in annual revenue (this fluctuates somewhat depending on the activity level of the national programs). The possible expansion of services would result in additional annual revenue to cover the administration of the additional services during the contract period.

**Attachments:**

- National LIP Secretariat presentation



# The National LIP Secretariat

The Municipality of Jasper's Role in Supporting National Collaboration



# What is a Local Immigration Partnership (LIP)?

- A collaboration that works toward making communities more welcoming and inclusive of newcomers.
- Locally driven, arms-length from the federal government.
- Began as a pilot project in Ontario in 2008, now in 89 communities across Canada.
- Core funding provided by Immigration Refugees and Citizenship Canada (IRCC).
- The Jasper Local Immigration Partnership was established in 2017.



JASPER LOCAL  
IMMIGRATION  
PARTNERSHIP



# What is the National LIP Secretariat?

- An IRCC-funded project to improve collaboration and information sharing between LIPs
- Mandate: **“to improve the efficacy of the LIPs through sustainable networks, shared resources, capacity building, and the amplification of diverse LIP voices.”**
- A partnership between the Municipality of Jasper and The Neighbourhood Group (Toronto)
- Executive committee is made up of coordinators from 12 Local Immigration Partnerships from across Canada.

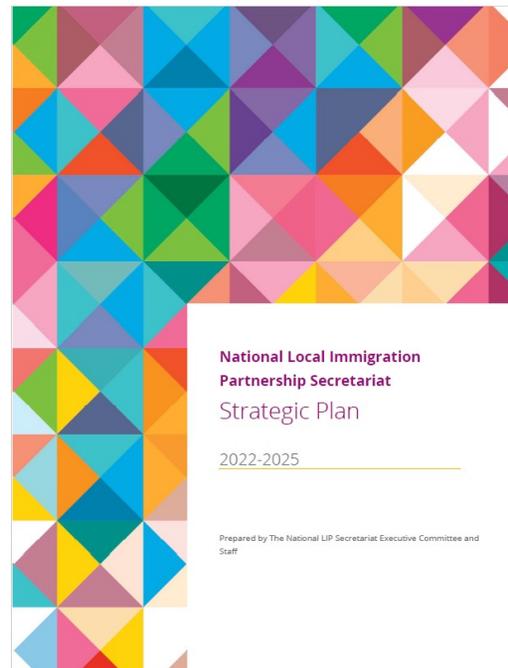


National  
**LIP**  
Secretariat



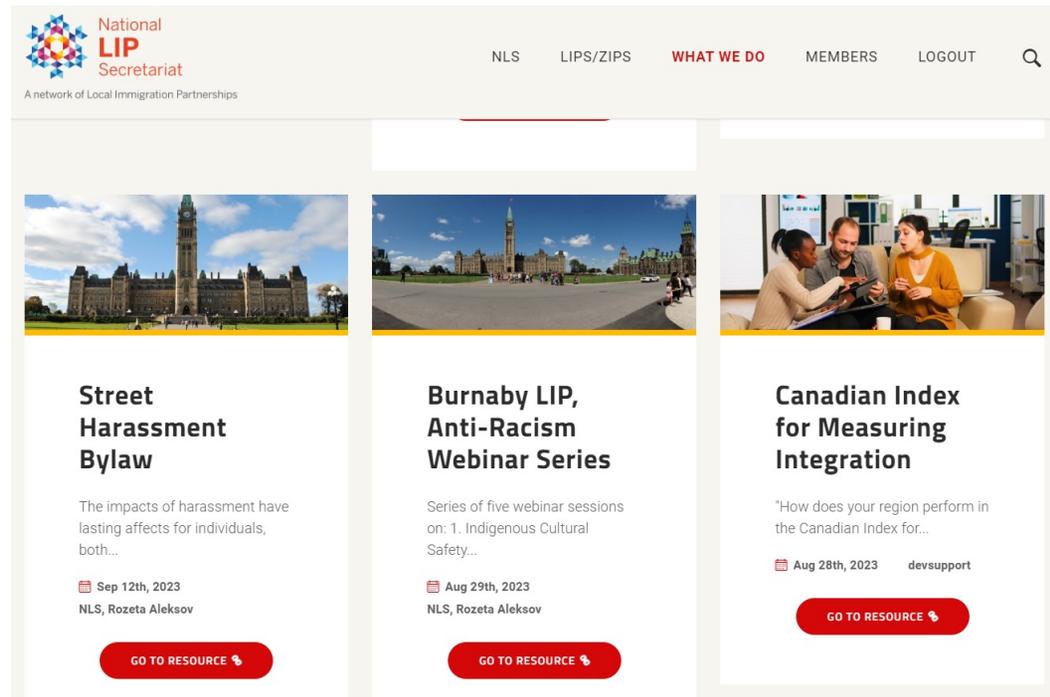
# What does the NLS do?

- Library of LIP resources (thelipsecretariat.ca)
- Professional development
- Tools and templates
- Access to data/data tools
- Collective representation
- Convening the National LIP Network & issue-specific working groups
- Research
- Peer-to-peer connections
- Informs IRCC policy-making



# Has the Pilot Project Been Successful?

- Continual increase in IRCC-allocated funding (400% increase in IRCC funding for Jasper's role since 2020)
- 89% of LIPs rate the NLS as valuable to their work
- Increasing role for NLS/LIPs in the national settlement and integration conversation
- Explicit reference to NLS in IRCC's recent call for funding proposals
- Unanimous support for Jasper's continued role from the NLS Executive Committee



The screenshot shows the homepage of the National LIP Secretariat website. The header includes the logo, navigation links (NLS, LIPS/ZIPS, WHAT WE DO, MEMBERS, LOGOUT), and a search icon. The main content area features three articles:

- Street Harassment Bylaw**: Published Sep 12th, 2023, by NLS, Rozeta Aleksov. Description: "The impacts of harassment have lasting affects for individuals, both..."
- Burnaby LIP, Anti-Racism Webinar Series**: Published Aug 29th, 2023, by NLS, Rozeta Aleksov. Description: "Series of five webinar sessions on: 1. Indigenous Cultural Safety..."
- Canadian Index for Measuring Integration**: Published Aug 28th, 2023, by devsupport. Description: "How does your region perform in the Canadian Index for..."

Each article has a "GO TO RESOURCE" button with an external link icon.



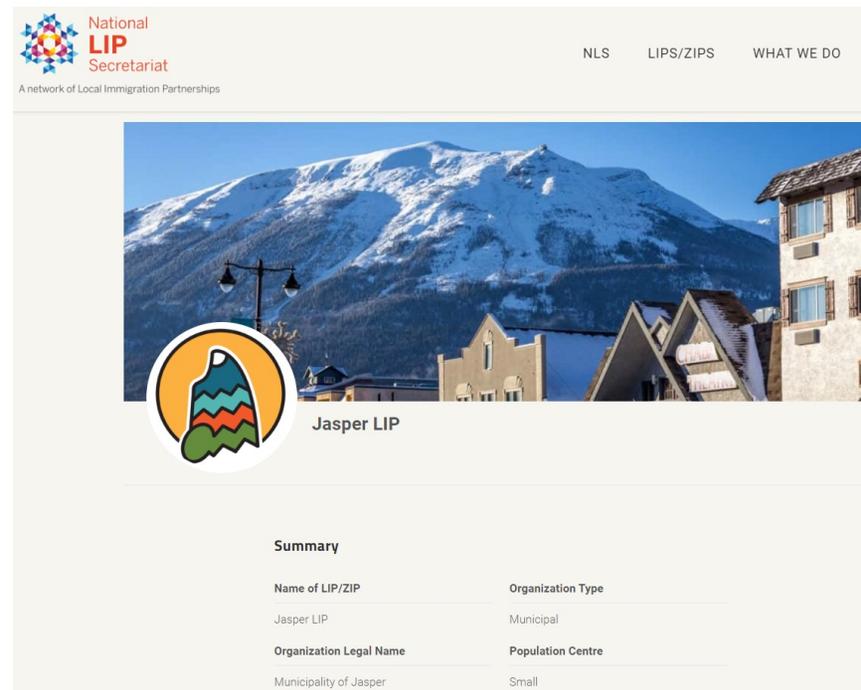
## Has Jasper's Co-leadership of the NLS been Valuable?

- *“For the past four years, Doug Olthof and the Municipality of Jasper have been instrumental in co-leading the Secretariat, and in particular in strengthening our research capacity and building strong and supportive networks among LIPs in the Western part of Canada.”*  
Paulina Wyrzykowski, Co-Lead NLS, Toronto South LIP
- *“Doug is an active participant in our meetings, clearly articulating the experiences of the Jasper Local Immigration Partnership, but more importantly the experiences, pressures and realities of rural LIPs across the country as they work to support newcomers to Canada”*  
Joanne Winter, Director, Settlement and Integration Policy, IRCC
- *“Co-leadership of this initiative successfully addresses concerns about representation...by bringing together a large, community-based eastern LIP with a small, municipal, western LIP.”*  
Kemoh Mansaray, Coordinator, Lloydminster LIP
- *“[Jasper's] leadership...has also contributed to the development of effective strategies addressing systemic challenges in our rural communities.”*
  - Deepika Gupta, Coordinator, Grey-Bruce Local Immigration Partnership



# Why Jasper?

- 2018 LIP Learning Event: The National LIP Secretariat Working Group
- 2018 National Consultation
- 2019, Jasper LIP Coordinator nominated to co-lead the project
- The co-leadership model represents the diversity of LIPs:
  - Municipal/non-profit
  - Large/small centres
  - East/West
- March 2020 Request for Decision



The screenshot shows the National LIP Secretariat website. The header includes the logo and text "National LIP Secretariat" and "A network of Local Immigration Partnerships". Navigation links for "NLS", "LIPS/ZIPS", and "WHAT WE DO" are visible. The main content area features a large image of a snowy mountain range with buildings in the foreground. Below the image is the "Jasper LIP" logo, which depicts a stylized mountain with colorful layers. A "Summary" table is located below the logo.

Summary	
<b>Name of LIP/ZIP</b>	<b>Organization Type</b>
Jasper LIP	Municipal
<b>Organization Legal Name</b>	<b>Population Centre</b>
Municipality of Jasper	Small



# What are the benefits to the Municipality of Jasper?

- Elevating Jasper's profile in the settlement sector
- Direct connection to professional development, resources, networks of support, high-level IRCC officials and other partners.
- Strengthening our relationship with one of the MoJ's largest external funders.
- Strengthens the MoJ's network of connections regionally and nationally
- Significant administrative funds (over \$100,000 in fiscal 2023-24)
- The National Settlement Programs Manager contributes to the MoJ's capacity in multiple areas
- Alignment with strategic priorities concerning community health, relationships and organizational excellence



# What's next?

- IRCC “Call for Proposals” 2024: over \$10 billion in federal grants
- New funding stream for “Indirect Services with a National or Sector Scope”
- Graduation from a “pilot project” to an established component of Canada’s immigrant and refugee settlement system.
- The MoJ is invited to submit proposals for the continuation of the NLS, the Jasper Local Immigration Partnership and Jasper Settlement Services, including the possibility of expanding the scope of settlement services to include clients in Hinton and adding staffing capacity in support of Jasper’s role in the National LIP Secretariat.





Questions? Thank you.

Doug Olthof



## AGENDA ITEM 7.2

### REQUEST FOR DECISION

**Subject:** Transit Service Update  
**From:** Bill Given, Chief Administrative Officer  
**Reviewed by:** Vidal Michaud, Utilities Manger  
**Date:** January 23, 2024



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#### Recommendation:

That Committee receive the Transit Service Update (September to December 2023) for information and;

That Committee direct Administration to develop a Transit Service Standards Policy and return to a future Committee of the Whole meeting.

#### Alternatives:

- That Committee receive the Transit Service Update report for information and take no further action.

#### Background:

In early 2023 Council received the [Transportation Strategy & Action Plan](#) (the Transit Strategy) and; directed administration to begin the next steps to establish a fixed-route bus service beginning in 2023

On September 5, 2023 Jasper Transit commenced operations under the Fall service schedule and on October 16<sup>th</sup> the service transitioned to its Winter Service Schedule which is set to run until May 16<sup>th</sup>.

During the 2024 budget discussions, Administration was directed to maintain the current total of transit service hours and adjust the schedule to respond to feedback from customers by reducing underused weekend and evening hours; and adding additional service weekday mornings.

#### Discussion:

**General Service Update** - The attached Transit Service Update report provides an overview of the transit system's operation since its start up in September 2023.

**Winter Schedule Adjustment** - In response to patron feedback and Council direction, administration is planning to refine the winter service schedule by making the following changes:

- Establishing separate weekday and weekend schedules
- Instituting a new weekday town loop which starts at 7:42am instead of 8:25am
- Altering the JPL route so the first general service bus arrives at 8:42am instead of 9:25am

The benefit of the proposed changes are that the service will stay within the approved budget and number of service hours while; providing a transit option for grade 7-12 students in the town site to travel to school in the morning and, an earlier commute option between town and JPL. Additionally the proposed changes will increase

service to the North-East end of town by adding two new stops as show in the diagram at right.

The schedule change accomplishes these benefits at no additional cost by eliminating under performing weekend morning town loops. The adjusted schedule is set to begin operation on February 5, 2024 and will continue until the end of the Winter Service Schedule on May 16<sup>th</sup>.

Administration plans to promote the schedule change through all available municipal platforms and with posters on board transit buses.

**Service Disruption** – Jasper Transit canceled ~2.5 hours of morning service on Saturday, January 13<sup>th</sup> , due to a series of issues that exhausted the contractor’s supply of operational buses.

Approximately 5 days earlier, one unit had a safety hazard involving a loose overhead storage bin, prompting its removal from service. This left the contractor with only two operating units.

Then, overnight on the 12<sup>th</sup> a second unit experienced a broken window due to extreme cold temperatures, further reducing their capacity to just one bus. Finally on the morning of the 13<sup>th</sup>, municipal administration made aware that the contractor was unable to access their final unit, again due to the cold.

Administration chose to cancel the morning service and resume in afternoon at the regular time of 3:35pm. This cancellation meant the loss of two trips to Pyramid Lake, Jasper Park Lodge and two town loops. At 10:03 am the municipality posted a service alert about the cancellation to its social media accounts. And at 11:15am the municipality posted an update about the afternoon resumption of service.

The decision to cancel morning service was influenced by data showing that weekend mornings have very low ridership. The table below shows passenger data for all weekends in the month of December:

	Trip Start	Dec-02	Dec-03	Dec-09	Dec-10	Dec-16	Dec-17	Dec-23	Dec-24	Dec-30	Dec-31
Pyramid	8:25	1	0	0	2	0	0	0	0	0	1
Town	8:51	0	2	0	0	1	0	0	0	1	0
Lodge	9:08	2	1	4	0	3	0	5	5	8	4
Pyramid	9:45	1	0	0	2	0	0	0	0	0	1
Town	10:11	0	1	0	0	1	0	0	0	0	0
Lodge	10:28	0	1	3	0	4	2	7	6	7	2

Although a third-party provider was an option, in the absence of any other guidance or set service expectation in this situation municipal administration decided not to pursue it due to the extreme conditions and, the limited number of customers likely to be impacted.

Administration has invited transit customers impacted by the disruption to contact the municipality to receive a courtesy pass for 1 month of free service.

Moving forward and to prevent a situation like this in the future administration will:

- Be improving our public communications to provide real-time info about the location and status of transit fleet.
- Reaffirm with our contracted partner the requirement for them to take appropriate measures to provide service reliability.

Additionally, the disruption highlighted the need to develop standards for Jasper Transit that establish operating

guidelines and clarify expectations for all areas of the service. Council can set service priorities or standards of performance for the Municipality through policy. A policy addresses recurring issues to provide guidelines setting out the level and manner the Municipality will perform duties imposed on itself or those imposed on the Municipality by legislation.

It is not uncommon for Councils to set service standards for transit through policy. Some examples of other communities with transit policies include the cities of Edmonton and Saskatoon. Typical transit service policies would:

- Determine the type of service, where/how it is delivered and at what level.
- Measure and establish minimum levels of service performance.
- Outlines service characteristics and;
- Acts as a guideline for the implementation of new service, including walking distances to transit stops and time periods of operation.

As Jasper Transit develops, clarifying Council's expectations and establishing transparent operating parameters for all areas of the service will be beneficial to the public, administration and contractors.

**Strategic Relevance:**

- Recognize the fundamental importance of our tourism economy.
- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Communicate and engage with residents.
- Increase opportunities for active transportation and transportation alternatives.
- Empower our staff by investing in the training and tools they require.

**Inclusion Considerations:**

Given the wide diversity of transit users, Administration will ensure that all communication related to the upcoming winter service schedule changes are provided in easy-to-understand plain language. Developing a Transit Service Standards policy will provide a transparent process to allow all members of the public to contribute to the expected standard of operation of the system.

Over all, the provision of transit within the community supports equitable access to transportation, and supports mobility for residents who may not own a private automobile. This mobility enables more individual autonomy and increase access to work and social events.

**Relevant Legislation:**

- Alberta Traffic Safety Act and Commercial Vehicle Regulations

**Financial:**

The Winter Service schedule adjustments can be carried out within the approved 2024 transit operating budget and with the established number of hours of service with the Municipality's contractor.

The development of Council policy on Transit Service standards can be carried out within the approve 2024 operating budget.

**Attachments:**

Appendix 1 - Transit Service Update (September to December 2023)

Appendix 2 – Winter Schedule Change Map and Comparison to Existing



## TRANIST OPERATIONAL UPDATE

Vidal Michaud, Utilities Manager

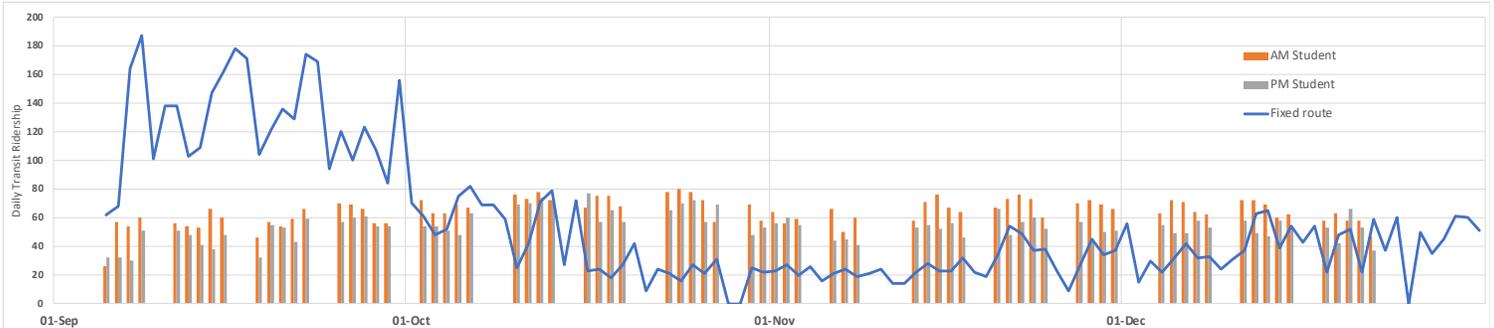
SEPTEMBER 5 2023 to DECEMBER 31, 2023

### Major Projects

- Completed \$5M Federal contribution agreement to support capital projects as presented in 2024 budget.
- Secured partner financial contributions toward operational costs:
  - o Parks Canada has confirmed its contribution of \$145,000/year for 3 years
  - o Grande Yellowhead School Division and Conseil scolaire Centre-Nord confirmed their contributions with exact number to be determined. Amounts are expected to be equal to or greater than previously estimated.
- Initiated preliminary design, scope of work and Class D cost estimate to inform an RFP for facility construction
- Established electronic pass purchase options through HotSpot and at one physical parking kiosk
- Installed cash fareboxes in all fleet units and developed internal processes for counting and depositing.
- Attended the Canadian Urban Transit Association conference & trade show in Edmonton.

### Service Statistics

- Total Hours of Service: 1,040.82 (947.38 fixed route – 93.44 school special)
- Total Days of Service: 117 (Sept 5 to Dec 31)
- Total Riders: 15,390
- Total Riders by Type: Student - 8735, General - 6655
- Total Riders by Month: September – 5329, October – 3886, November – 3170, December – 3005
- Total Revenue: Passes - \$3,844, Partner Contributions - \$123,400 (PC \$45,000 + School boards \$78,400)



### Communications & Engagement

- Installed 16 in town, 6 out of town transit stop signs at locations across the municipality
- Printed and distributed over 2000 transit brochures
- Established direct communication about service status with priority partners including TJ, PC, SDs, JPL and PLR.
- Developed Route and Schedule info in to a GTFS feed that can be used by Google, Apple, Transit App or Open Trip Planner.
- Created a Transit section on the municipal webpage providing info on Routes & Schedules, FAQs, and more.
- Received 41 of customer feedback submissions via email. Major themes include:
  - o Increase trips to JPL
  - o Options for grade 7-12 students
  - o Earlier morning in-town options
- Developed revisions to the winter service schedule and route in response to customer feedback. Preparing to launch revised service Feb 5<sup>th</sup> – Communication to come through all municipal channels and with in bus info.
- Coordinate with school districts to provide information through their respective information systems.
- Developing promotion and communications plans for spring/summer operations.

## Appendix 2 – Winter Schedule Service Change Map and Comparison to Existing

Service Option Characteristics	Existing	Option A
Total Weekly Service Hours	49.7 (7:06/day)	49.3 7:12 per weekday, 6:39 per weekend day
AM HS Service Change	None	7:54 (Hub) 8:02 (Rec Centre)
AM School Bus Capacity Improvement	None	Yes – additional AM school loop incorporated
AM Lodge Service	9:08 10:28	+ 1 trip AM Weekday 8:25 9:25 10:25 + 1 AM Weekend
Number of Town Loops	5	5 per weekday; 3 per weekend
Number of Lodge Loops	5.5	5.5 per weekday; 5.5 per weekend
Number of Pyramid Loops	5	4 per weekday; 4 per weekend
Service Start	08:25	07:42 weekdays; 10:00 weekends (adjustable)
Service End	20:05	19:31 weekdays; 19:41 weekends
Weekday / Weekend Balance of Service Hours	Equal every day	More weekday hrs, aligned to HS student and commuter needs. Fewer weekend hrs, adjusted for visitors.
Schedule Legibility Change	None	Improved scheduled timings with <u>more</u> consistency in stop timings on the hour.



## AGENDA ITEM 7.3

### REQUEST FOR DECISION

**Subject:** Crisis Team Jasper Society Funding Agreements  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Christopher Read, Director of Community Development  
**Date:** January 23, 2024



---

#### Recommendation:

Committee direct Administration to enter into F-104 Funding Agreements with the Crisis Team Jasper Society for After-Hours Crisis Response, as well as Development and Implementation of a Crisis Team Advocate Recruitment and Training Program, in 2024 as presented.

#### Alternatives:

- Committee direct Administration to only enter into one of the agreements as described.
- Committee direct Administration to revise one or both of the agreements as described and return to a future Committee of the Whole meeting.

#### Background:

The Alberta Government dismantled the long-standing combined Victim Services (VSU)/Crisis Response structure a few years ago, resulting in standalone VSU services being administered regionally by the province itself. VSU services are only available to individuals impacted by crime, leaving Crisis Teams and Municipalities to meet the needs of those in crisis who are not impacted by crime in their respective communities.

Crisis Team and Crisis Response overall was carved off to be dealt with individually by each community. In Jasper, this resulted in the Jasper Community Team Society (JCTS) agreeing to host after hours crisis response under their umbrella. Over the last two years, the JCTS has diligently provided service and worked to develop a functioning crisis team in our community. During this time, some members of the previous VSU/CT board/structure have worked to resume providing this service under a new banner, that of the Crisis Team Jasper Society (CTJS). Administration recently received the attached "Crisis Team Info Sheet" from the CTJS

On November 1, 2023 Council received a presentation from Lisa Darrah on behalf of the CTJS asking for continued operational funding for Crisis Response in Jasper. This request is included in the draft funding agreement attached.

At the November 21<sup>st</sup> and 22<sup>nd</sup> budget presentations Council passed the following motion:

#532/23 MOTION by Councillor Waxer that Committee direct Administration maintain \$12,500 in funding for after hours crisis support, to be assigned to the Crisis Team Jasper Society in 2024, subject to the development of an F-104 agreement to be reviewed by Council.

On November 1, 2023 Council also received a request from the CTJS to support the development of a robust volunteer advocate recruitment and training program in Jasper. This request is included in the draft supplementary funding agreement attached.

**Discussion:**

The attached funding agreement drafts meet the needs of our community based on the data available to administration from the past two years of JCTS operating the crisis response in Jasper, as well as the casework information from Community Outreach Services.

To meet the demonstrated needs – which largely focus on homelessness in our community – administration has clarified the definition of crisis as it applies to our community.

**Strategic Relevance:**

- Community Health
  - Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable
  - Leverage and create opportunities for greater inclusion
  - Recognize the fundamental importance of our tourism economy
- Relationships
  - Collaborate with other municipalities, orders of government, Indigenous partners and advocacy associations
- Organizational Excellence
  - Ensure residents receive quality service that provides strong value for dollar

**Inclusion Considerations:**

- Accessible, inclusive, and universal crisis response and support is an important way to meet the needs of our diverse community – for both residents and visitors.

**Relevant Legislation:**

- Alberta Municipal Government Act

**Financial:**

There is \$12,500 allocated in the approved 2024 operating budget for Crisis Team Jasper Society to deliver after-hours crisis response in the community.

The \$12,500 given to the JCTS in 2022 is being returned to the municipality in the very near future, and the \$12,500 allocated in 2023 operating budget remains in reserve with the municipality. Both of those amounts were to support the development of a volunteer advocate recruitment and training program in Jasper.

Which means the financial requirements to meet both of these funding agreements is available with no change needed to the approved 2024 municipal operating budget.

**Attachments:**

- Crisis Team Info Sheet
- CTJS/MOJ 2024 Funding Agreement draft
- CTJS/MOJ 2024 Supplementary Funding Agreement draft



### **Mandate**

The primary mandate of the Crisis Team is to support individuals experiencing trauma and tragedy in times of crisis. The Crisis Team allows for immediate action to occur by providing logistical support and planning for person(s) in need. Along with this mandate, the organization identifies gaps in crisis intervention and prevention services, and implements strategies to fill these gaps to increase community resiliency, thereby reducing harm.

### **History**

The Crisis Team Jasper Society was previously known as the Jasper Victim Services Society. Recently, the society has gone through the process of legally changing its name. The reason for this change is because the name was too similar to the Jasper Victim Services Unit based out of the RCMP office. In collaboration with the RCMP, it was decided that a name change would help alleviate confusion between the two separate entities. The Board of Directors unanimously voted to change the name. Never during this process was there any disruption to the Certificate of Incorporation. The organization has remained a legal entity since its original inception date on December 7th, 1995 when it became a registered non-profit organization. On September 9th, 2008 the organization was awarded charitable status under registration number #89982587 RR0001 - This all remains uninterrupted and intact. Several of the board members have served 10 years + including one member who has served for over 20 years.

### **Board of Directors**

Chair: Kelly Dawson

Vice- Chair: Candace Broughton

Secretary: Hannah Basso

Treasurer: Linda Melanson

Director: Anne- Marie Pilgrim

Director Wanda Ferland

### **Contractors**

Lisa Darrah - Support Worker

Greg Van Tighem - Support Worker

Diane Muir- Bookkeeper

### **This agreement sets out the partnership between:**

1. The Municipality of Jasper (MOJ) as the funder, and
2. The Crisis Team Jasper Society (CTJS) as the service provider.

### **The Municipality of Jasper will:**

1. Provide one point of contact for the CTJS to support the partnership:
  - a. *Christopher Read, Director of Community Development*
2. Provide regular operational input through Community Outreach Services staff as needed.
3. Welcome the expertise, innovation, creativity, and commitment of the CTJS.
4. Actively support CTJS in public communications.
5. Provide a one-time grant of \$12,500 for 2024 within 30 days of receipt of signed agreement and documents as described below.
6. Meet with CTJS quarterly to review the previous three months' activity.
7. Receive and review an annual report on funded activities.

### **The Crisis Team Jasper Society will:**

1. Provide copies of the following documents:
  - a. \$5M liability insurance listing the MoJ as an additional named insured,
  - b. Crisis Team Jasper Society incorporation and active non-profit society status,
  - c. Annual CTJS projected budget, and
  - d. Annual Plan-of-Service or similar CTJS work outline.
2. Provide one point of contact for the MOJ to support the partnership:
  - a. \_\_\_\_\_, *CTJS Chair*
3. Provide regular operational input through Crisis Team Jasper staff/contractor(s) as needed.
4. Undertake these direct support activities to residents and visitors in crisis\* (at a minimum):
  - a. Operate the Crisis Team response line (number shared with appropriate agencies) on an on-call basis to respond to the variety of referring agencies dealing with residents and visitors in crisis\* within the townsite of Jasper outside of the hours of 9am-4pm Monday to Friday.
  - b. Respond to agency referrals with one-to-one confidential, non-judgmental emotional/mental support and/or financial aid as required to meet the needs of those individuals and families in crisis\* in the community.
  - c. Provide Community Outreach Services with a fund that can be accessed (as a fund of last resort) for immediate needs of clients in crisis\* in Jasper. COS will complete the modified Jasper Crisis Team Request Form supplied by CTJS, attached as Appendix A in all cases for CTJS review. Meet with Community Development quarterly to review the previous three months' usage of said fund and confirm funding for the next three months.
5. Participate regularly (minimum quarterly) in the Adult [Community Conversations](#).
6. Actively support the MOJ in all public communications.
7. Promote *public* CTJS programs using the online calendar function of the MOJ website.
8. Acknowledge the support of the MOJ in media/advertising/promotion as appropriate.
9. Provide and present an annual report to Council giving an overview on the activities contained in this agreement as part of the upcoming year's funding request process in the fall.

\*NOTE: For the purposes of this funding agreement, “in crisis” is defined as any situation where an individual/family is having difficulty coping, regardless of instigating event. A crisis may present as the need for emotional support, assistance with navigation through existing supports available, and/or be characterized by a person’s basic needs (food, shelter, clothing, transportation) not being met - when no other resources can be accessed and the client needs immediate direct help with support, navigation, shelter, and/or basic needs. Examples include, but are not limited to the following:

- Transient Homelessness.
- Domestic Violence leading to Homelessness.
- Loss of Employment in Jasper resulting in distress which often leads to Homelessness.
- Mental Illness/Addiction resulting in inability to navigate existing supports, leading to Homelessness.
- Traumatic events (car crash, accident/injury, etc.)

**Reporting**

- Quarterly Report of meetings held with Community Development by phone/online or in person: April, July, October, and January of each year. Those reports shared at CTJS Board Meetings, and included in annual report.
- Annual report due November to accompany next year’s funding request.

**Agreement Term:**

This agreement begins on January 1, 2024 (or date of signing if after January 1) and ends on December 31, 2024.

**Signed:**

Date: \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
Municipality of Jasper  
Christopher Read,  
Director of Community Development

\_\_\_\_\_  
Crisis Team Jasper Society  
\_\_\_\_\_,  
Chair

**Appendix A, modified COS access of CTJS Crisis Funding form:**

**Jasper Crisis Team - Request Form**



Outreach Worker \_\_\_\_\_ Date: \_\_\_\_\_

Jasper resident?

Yes

No

Client # \_\_\_\_\_

Amount requested \$ \_\_\_\_\_

Details of request related to crisis:

What other funding sources were explored prior to making this request?

Please check applicable reimbursement process:

- Paid by MOJ Visa - Crisis Team will be invoiced by the Municipality directly
- Outreach Worker paid - Crisis Team will reimburse worker directly

Receipt(s) attached?

Yes

*\*All requests MUST have receipt copies attached prior to submitting\**

**Approval Process** *\*All requests MUST be approved by the Client Services Coordinator prior to submitting\**

Client Services Coordinator: \_\_\_\_\_ Signature \_\_\_\_\_

Crisis Team Board Member: \_\_\_\_\_ Signature \_\_\_\_\_

## Appendix B, CTJS Funding Request Documents:

Municipality of Jasper

# Municipal Contribution Request Form



<b>Date:</b>	November 01, 2023	
<b>Submitted by:</b>	Kelly Dawson- Society President	
<b>Name of Group:</b>	Crisis Team Jasper Society	
<b>Fiscal Year:</b>	2024	
<b>Total Amount Requested:</b>	\$12,500	
<b>Contact Information</b>	<b>Email:</b>	kellyadawson@outlook.com
	<b>Phone:</b>	780-931-8681
<b>Strategic Alignment</b>	<p>Does your request align with Councils Strategic Priorities for their term? Explain which priority and how you project aligns.</p> <p><a href="https://www.jasper-alberta.com/p/strategic-priorities">https://www.jasper-alberta.com/p/strategic-priorities</a></p> <p>The Jasper Crisis Team is aligning their efforts with Councils Strategic Priorities in order to create a healthier and more resilient community of both residents and visitors. In order to foster a healthy and resilient community, Jasper Crisis Team focuses on nurturing strong and dependable relationships with different agencies ranging from EMS, Jasper Fire Department, and The Municipality of Jasper, to name a few. This partnership is grounded in the shared belief that the health of the community is the foundation of its future. Additionally, Jasper Crisis Team recognizes the fundamental importance of the local tourism economy and are committed to ensuring that it thrives while safeguarding the well-being of residents and visitors alike. This alignment aims to strengthen the collective impact in supporting victims of trauma, making community health and sustainable tourism central to our mission.</p>	
<b>Project Narrative:</b>	<p>Help us understand what the group intends to do with any funds received from the Municipality.</p> <p>Jasper Crisis Team has had the chance to bring on one additional support worker to assist the coordinator. With the transition to our own board, we are aiming to bring on 2 more advocates in order to provide more emotional support to victims of trauma. With that as our goal, this will require more funding in order to provide initial and ongoing training to our advocates.</p>	

Did your group receive funding in the prior fiscal year?  Yes

No

If yes, how much was requested? \$12,500

If yes, which year? 2023

If yes, how much was approved? \$12,500



November 3, 2023

Municipality of Jasper  
PO Box 520  
303 Pyramid Lake Road  
Jasper, Alberta, T0E 1E0

To Mayor and Council,

Re: Request for Municipal Funding – Crisis Team Jasper Society for 2024

I am writing to you on behalf of The Jasper Crisis Team, seeking your support and consideration for our budget request for the year 2024. The Municipality of Jasper has always been a steadfast partner in our efforts to provide immediate assistance and support to victims of trauma in our community. Your continued support is instrumental in fostering a healthier and more resilient community for our residents and visitors.

Currently, we have contracted Lisa Darrah as our program coordinator, and we are working closely with Community Outreach Services, Jasper emergency services, and other local organizations to ensure that victims of trauma have access to essential resources such as accommodation, transportation, and other basic needs. The flexibility of the Crisis Team's mandate allows us to respond quickly to emerging crisis situations and adapt to the evolving needs of our community.

We, as The Crisis Team recognize the significance of our local tourism economy and remain committed to safeguarding both the welfare of our residents and the success of our tourism industry. Our mission is centered on strengthening the collective impact in supporting victims of trauma, with community health and sustainable tourism at its core.

#### Activities Completed or On-Going

With the transition to our own board in 2023, the Jasper Crisis Team has been able to bring on one additional support worker, and we are actively seeking to add two more advocates to provide enhanced emotional support to victims of trauma. Achieving this goal will necessitate increased funding to cover training and operational costs.

Jasper Crisis Team has been successful in the last year since our 2022 presentation by meeting the crisis needs within our community. We have provided one on one support 7 days per week. Support calls or texts from organizations were answered either immediately or returned that day. By bringing on the additional support worker, we have been able to ensure that there is full coverage with a variety of resources.

In conclusion, we sincerely thank you for taking the time to consider our request. The support of the Municipality of Jasper is invaluable in sustaining these crucial services provided by the Jasper Crisis Team. By partnering with us, you are not only supporting victims of trauma but also contributing to the well-being and resilience of our entire community.



Please see the letters of support attached to this request. We are open to further discussions and would be pleased to provide any additional information or answer any questions you may have. Thank you for your continued commitment to our community's welfare, and we look forward to your favorable consideration of our budget request.

On behalf of the Crisis Team Jasper Society,  
Kelly Dawson- Board President

- ▶ Mayor Richard Ireland,
- Councilor Wendy Hall,
- Councilor Rico Damota,
- Councilor Kathleen Waxer,
- Councilor Helen Kelleher-Empey,
- Councilor Ralph Melnyk,
- Councilor Scott Wilson

303 Pyramid Lake Rd, Jasper, AB T0E 1E0  
Phone: 780-852- 3356

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**Dear Mayor Ireland and Town Council,**

I am writing to you today, on behalf of Jasper's Emergency Medical Services, to act on funding Jasper's Crisis Team.

Jasper relies on tourism, and with Covid travel restrictions easing off, we can already see our visitor numbers increasing. Unfortunately, more visitors, means higher call volumes for Jasper's Emergency Services.

In previous years, having Jasper's Victim Services Unit, meant we as practitioners knew there were ways to help our patients receive urgent help, outside of our immediate aid. With the Federal Government removing this funding, and consequently dismantling Jasper's Victim Services Unit, there is a definite gap in support and help for our visitors who find themselves victims to crime or trauma in our National Park.

The truth is, Jasper is not always affordable for the average person or family to stay.

In horrific motor vehicles, patients are often extricated without personal belongings or personal belongings are lost and/or destroyed. These patient's may find themselves in our hospital with no means of transport, communication or payment.

In the event of a serious accident that may have forever destroyed a family, the last thing we as practitioners want to think about is, how are they going to afford a meal, a room or even a bus ride home.

However, motor vehicle accidents, and tourists are not the only victims who may need aid from Jasper's Crisis Team. Jasper residents are also susceptible to crime, including domestic violence. The Crisis Team would be able to provide funding for a safe, temporary room for an individual or family who may not have the resources to seek refuge on their own.

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Funding for the Jasper Crisis Team would mean no one has to worry about going hungry or sleeping outside after falling victim to serious crime or trauma. In these moments of devastation, Jasper's Crisis Team would be able to step in and relieve some of the overwhelming loss by providing something as little as a hot meal to a family that may have lost major belongings, their vehicle, or even family members.

We support the establishment of Jasper's Crisis Team and are asking you to move this forward at Council to provide funding.

Sincerely,

Jasper's Emergency Medical Services

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Primary Care Paramedic  
Silken Pedersen  
October 25<sup>th</sup> 2023



Royal  
Canadian  
Mounted  
Police

Gendarmerie Royale  
du Canada

Sgt. Rick K. Bidaisee  
NCO i/c Jasper Detachment  
600 Bonhomme Street  
Jasper, Alberta

Crisis Team Jasper  
Box 2781  
Jasper, Alberta T0E 1E0

Date: October 18, 2023

**RE: Funding Application for the Crisis Team Jasper**

To whom it may concern,

The Crisis Team in Jasper has successfully and meaningfully assisted individuals who are in crisis following a traumatic event.

The Crisis Team is a valuable resource for the community of Jasper providing urgent social assistance to persons in need when their situations fall outside of the criminal system.

The Jasper RCMP Detachment supports the Crisis Team in Jasper. This organization provides assistance outside of regular daytime hours augmenting other local support agencies, such as Jasper Community Outreach Services. The development of the Crisis Team's mandate will include services to individuals who's needs are outside the parameters of other support agencies.

We support the Crisis Team's application for funding.

Respectfully,

  
Sgt. R. Bidaisee  
Jasper RCMP  
780-852-4421



# Partnership Funding Agreement (Policy F-104)

## This agreement sets out the partnership between:

1. The Municipality of Jasper (MOJ) as the funder, and
2. The Crisis Team Jasper Society (CTJS) as the service provider.

## The Municipality of Jasper will:

1. Provide one point of contact for the CTJS to support the partnership:
  - a. *Christopher Read, Director of Community Development*
2. Provide operational input through other Community Development staff as needed.
3. Welcome the expertise, innovation, creativity, and commitment of the CTJS.
4. Actively support CTJS in public communications.
5. Provide a one-time grant of \$25,000 in 2024 within 30 days of receipt of signed agreement, project plan, financial reporting showing need for funding, and copies of insurance and society documents described below.
6. Meet with CTJS as needed to review and collaborate on the project.
7. Receive and review a final report on funded activities per Schedules A and B attached.

## The Crisis Team Jasper Society will:

1. Provide copies of the following documents:
  - a. \$5M liability insurance listing the MoJ as an additional named insured,
  - b. Crisis Team Jasper Society incorporation and active non-profit society status,
  - c. Annual CTJS projected budget and specific project budget, and
  - d. Project Plan or similar CTJS work outline for the project.
2. Provide one point of contact for the MOJ to support the partnership:
  - a. \_\_\_\_\_, *CTJS Chair*
3. Provide operational input through Crisis Team Jasper Society staff/contractor(s) as needed.
4. Participate regularly (minimum quarterly) in the Adult [Community Conversations](#).
5. Actively support the MOJ in all public communications.
6. Promote *public* CTJS programs using the online calendar function of the MOJ website.
7. Acknowledge the support of the MOJ in media/advertising/promotion as appropriate.
8. Provide the final report to Council giving an overview on the activities contained in this agreement as part of the upcoming year’s funding request in the fall, as attached as Schedule B.

\*NOTE: For the purposes of this funding agreement, “in crisis” is defined as any situation where an individual/family is having difficulty coping, regardless of instigating event. A crisis may present as the need for emotional support, assistance with navigation through existing supports available, and/or be characterized by a person’s basic needs (food, shelter, clothing, transportation) not being met - when no other resources can be accessed and the client needs immediate direct help with support, navigation, and/or basic needs.

**Signed:** \_\_\_\_\_ Date: \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
 Municipality of Jasper  
 Christopher Read  
 Director of Community Development

\_\_\_\_\_  
 Crisis Team Jasper Society  
 \_\_\_\_\_  
 Chair

## Schedule A – Background and Key Deliverables

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### Background:

On November 1<sup>st</sup>, 2023 the Crisis Team Jasper Society presented to Council asking for this funding. That request is appended to this agreement as Schedule C.

### Summary of Key Deliverables:

- ✓ Volunteer advocates recruited.
- ✓ Advocate training program developed.
- ✓ Volunteer advocates trained.
- ✓ Calls for emotional, financial, crisis support responded to in a one-to-one confidential, non-judgmental emotional/mental support and/or financial aid by trained advocates as required to meet the needs of those individuals and families in crisis\* in the community.
- ✓ Quarterly tracking of, and reporting on, trends related to all calls coming in to the CTJS and summary of the presenting situations.
- ✓ Regular – minimum quarterly - attendance at the Adult Community Conversations.

## Schedule B – Final Report

### Project Summary:

Recruit volunteer advocates, develop a training program, support volunteers in completing the training, coordinate the service of volunteer advocates to provide support to those who have experienced a crisis.

### How did the project go?

*Describe what you did and how it went.*

Were there any changes to the planned outcomes or schedule of the activity? \_\_ Yes \_\_ No (if yes, please detail)

### What were the concrete results of the project?

- \_\_\_ Number of Volunteer advocates recruited
- \_\_\_ Number of Advocate training program(s) developed and delivered
- \_\_\_ Number of Volunteer advocates trained
- \_\_\_ Number of Calls for crisis support responded to

**What was the impact of the project? How did you measure this impact?**

*In this section, detail the measurable 'change' that happened because of the project. Indicate how you measured the change. For example, because of this work, volunteer advocates were recruited, trained, and responded to calls for service. Volunteer advocates reported feeling successful, training was appropriate and helpful, CTJS communicated and supported them well, etc.*

**Did the original budget end up being spent as planned? \_\_ Yes \_\_ Not quite (if not, please detail).**

**Other information or comments:**

**Report completed by:**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

**Report reviewed by CTJS Board:**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

## Schedule C – CTJS Request Documents



November 1, 2023

Municipality of Jasper  
PO Box 520  
303 Pyramid Lake Road  
Jasper, Alberta, T0E 1E0

To Mayor and Council,

Re: Request for Direction Regarding Funding to Jasper Community Team Society (JCTS)

I write to address the recent letter from the Jasper Community Team Society (JCTS) requesting your direction regarding the funding provided to the organization in 2022. While we appreciate the work done by the JCTS in supporting the community, we were surprised to see the request to transfer funds from The Crisis Team. For that reason, we believe that it is essential to provide a response to their request, and clarify the circumstances surrounding the allocation of funds.

### **Background and Purpose of Crisis Team Jasper**

The Jasper Crisis Team Fund was established with a clear mission – to provide immediate support to individuals in our community, residents and visitors, facing traumatic or crisis-related events. The intention was to work alongside Victim Services, which has a specific mandate to assist victims of crime. In 2022, due to changes in the structure of Jasper Victim Services, the responsibility for operating The Crisis Team fund transitioned to JCTS, with the intention of The Crisis Team eventually becoming its own entity. In July 2023, it was agreed upon by both JCTS and the newly formed Jasper Crisis Team Society board (formally Jasper Victim Services Society), that Jasper Crisis Team operations were better handled outside of JCTS. It was determined that JCTS would hold the funds for Crisis Team in trust for a period of time not exceeding six months, for the exclusive purpose of transferring the entirety of those funds to the Jasper Crisis Team.

### **Previous Council Motion:**

As per the previous council motion from November 2022, the funds of \$12,500 were allocated to JCTS, for the specific and exclusive use of the Crisis Team. The presentation detailed the intended use of the funds, and the expectations for the Crisis Team. The intention of these funds was to bring on additional advocates, which was proven to be an insurmountable challenge under the JCTS. As the previous letter from JCTS to council states, “we are not, resourced to deliver a program like the Crisis Team”.



## **Movement to Non-Profit Status**

In July of 2023, with the understanding that the JCTS board was not resourced to deliver a program like The Jasper Crisis Team, both members of JCTS board, and the previous Jasper Victim Services Society board determined that Jasper Crisis Team would be best operated by a society comprised of individuals with expertise relevant to the work of the Crisis Team. With this, there was a motion that was agreed upon unanimously, that Jasper Crisis Team become its own society in order to run efficiently and effectively. Crisis Team Jasper Society has a board consisting of mental health professionals, nurses, social workers, emergency responders, and legal professionals. This vast variety of personnel allows Crisis Team to have an inner understanding of what is needed within our town in relation to crisis response.

## **What Crisis Team is Doing**

Jasper Crisis Team has been and continues to provide one on one support. The Crisis Team currently have one coordinator, and one advocate who are both responsible for ensuring that residents and visitors are always receiving the assistance they require in times of crisis. Crisis team is available 24 hours a day, 7 days a week to respond to any major incident. They are responsible for not only providing financial assistance such as hotel rooms, food, or transportation after a traumatic event, but they also provide one-on-one, confidential, and non-judgmental support.

We are able to ebb and flow in order to fill any gaps as crisis arise. We are community members who want the best for people in times of need. Crisis Team advocates have the training and ability to decide what is immediate and what is a priority. The purpose of The Crisis Team is to support the unsupported.

We truly appreciate your attention to these matters and the opportunity to provide clarifications. If you have any questions or require additional information, please do not hesitate to reach out for further discussion.

Thank you for your time and consideration.

On behalf of the Crisis Team Jasper Society,

Kelly Dawson- Board President



Royal  
Canadian  
Mounted  
Police

Gendarmerie Royale  
du Canada

Sgt. Rick K. Bidaisee  
NCO i/c Jasper Detachment  
600 Bonhomme Street  
Jasper, Alberta

Crisis Team Jasper  
Box 2781  
Jasper, Alberta TOE 1E0

Date: October 18, 2023

**RE: Funding Application for the Crisis Team Jasper**

To whom it may concern,

The Crisis Team in Jasper has successfully and meaningfully assisted individuals who are in crisis following a traumatic event.

The Crisis Team is a valuable resource for the community of Jasper providing urgent social assistance to persons in need when their situations fall outside of the criminal system.

The Jasper RCMP Detachment supports the Crisis Team in Jasper. This organization provides assistance outside of regular daytime hours augmenting other local support agencies, such as Jasper Community Outreach Services. The development of the Crisis Team's mandate will include services to individuals who's needs are outside the parameters of other support agencies.

We support the Crisis Team's application for funding.

Respectfully,

  
Sgt. R. Bidaisee  
Jasper RCMP  
780-852-4421

## AGENDA ITEM 7.4

### REQUEST FOR DECISION

**Subject:** Child Care Advocacy  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Lisa Daniel, Childcare Services Manager  
**Reviewed by:** Christopher Read, Director of Community Development  
**Date:** January 23, 2024

---



#### **Recommendation:**

That Committee recommend Council approve the Early Learning and Child Care bilateral agreement advocacy approach as presented.

#### **Alternatives:**

- That Committee direct Administration to revise the advocacy approach.
- That Committee receive this report for information and take no further action.

#### **Background:**

The Canada-Alberta Early Learning and Child Care Agreement, signed in November 2021, commits \$3.8 billion to early learning and care in Alberta with goal of making child care cost an average of \$10/day by 2026. This investment has been reshaping the landscape of early learning and care and creating opportunities for municipalities to address local child care gaps.

On September 12, 2023 Committee put forward the following motion:

#397/23 that Committee recommend Council write a letter to the Provincial Government requesting a current timeline on the implementation of the Federal/Provincial Early Learning and Child Care bilateral agreements.

On October 10, Committee amended the previous motion and mad the following one:

#435/23 that Committee refer the matter of advocacy on the bilateral agreement for child care to a future Committee of the Whole meeting.

On November 27, 2023 Director Christopher Read and Childcare Services Manager, Lisa Daniel met with Assistant Deputy Ministers Joni Brodziak and Tanis Liebrich to discuss Municipal Childcare and the upcoming changes to the affordability grant.

#### **Discussion:**

In 2022, the Alberta government began lowering fees for families as part of its efforts to make child care more affordable. The amount that families save each month varies depending on the fees each child care provider charges. In Jasper, families pay an average of \$35-\$39 per day before Alberta Childcare Subsidy is applied. If families qualify for full subsidy (\$266/month) that lowers the daily rate to \$25 -\$27 per day.

During previous discussions about the ELCC bilateral agreement, Childcare Services Manager Lisa Daniel has mentioned that if the provincial funding model stays the same as its current model, Jasper may never achieve \$10 per day child care as our fees are higher than other communities.

In December 2023, the Government of Alberta announced new affordability grant rates for families enrolled full time. The rates for families enrolled 50 hours or less did not change. The amount that families save each month varies depending on the fees each child care provider charges, \$883 for children 0-18 months, \$709 for 19months- 3 years and \$626 for children 3-5 years of age. The equals about \$27-\$33 per day before subsidy and after subsidy is applied fees could be as low as \$15-\$21 per day.

With the updates to the Affordability Grant the province also introduced a new parent paid minimum amount. This means that before subsidy a parent's invoice must be at least \$217.50 for those with children enrolled full time and \$100 for those enrolled part time.

The biggest limiting factors to increasing child care capacity and affordability in Jasper are; lack of physical space and; the higher than average operating costs for child care in Jasper's unique context. In order to address this Administration recommends the following approaches to advocacy:

- Council write the Minister of Children and Family Services to request the Alberta government appoint a municipal childcare representative to the ELCC Advisory Committee
  - *Having a representative that understands municipally delivered childcare would help ensure Jasper's perspective informs future provincial decision making.*
- Council write the Minister of Children and Family Services, West Yellowhead MLA and Yellowhead MP to request the provincial and federal governments provide capital funding to support the creation of new physical spaces for childcare, and;
- Council support submitting a "Request for Decision" to the Alberta Municipalities spring Municipal Leaders Caucus calling on the Government of Alberta to establish a capital grant program to support the creation of new physical space for child care.
  - *Since 2018 British Columbia has offered the [ChildCareBC New Spaces Fund](#) to help support the creation of new physical spaced for child care. Under the program BC will pay up to 100% of eligible project costs toward items such as land purchase, construction, site development or renovations. In 2022 the BC funding for the program was was \$292 million, about \$84 million from provincial funds and the rest from federal funding under the Canada-Wide ELCC program.*
- Collaborate with other Municipal childcare providers in our region in advocacy efforts.

#### **Strategic Relevance:**

- Community Health
  - Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable;
  - Leverage and create opportunities for greater inclusion;
  - Recognize the fundamental importance of our tourism economy.
- Relationships
  - Collaborate with other municipalities, orders of government, Indigenous partners and advocacy associations.
- Organizational Excellence
  - Ensure residents receive quality service that provides strong value for dollar;

- Advocacy
  - Contribute our voice to support community, industry, and partners in their advocacy efforts;
  - Increase awareness and understanding of our unique conditions with other orders of government and funders.

**Inclusion Considerations:**

- Accessible, inclusive, early learning and childcare is one way that we serve our diverse community.

**Relevant Legislation:**

- Early Learning and Child Care Act and Regulations
- Alberta Municipal Government Act
- Jasper's Community Child Care Strategy
- Federal-Provincial Child Care Agreement

**Financial:**

The recommendation can be supported within the approved 2024 operating budget.

## AGENDA ITEM 7.5

### REQUEST FOR DECISION

**Subject:** Affordable Housing Advocacy  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Leanne Pelletier, Municipal Housing Coordinator  
**Date:** January 23, 2024



#### Recommendation:

- That Committee recommend Council authorise the Mayor to write a letter to the Minister of Alberta Seniors, Community and Social Services requesting that the Government of Alberta affordable income thresholds for Jasper be increased to match those of Banff beginning in 2024.

#### Alternatives:

- That Committee receive this report for information and take no further action.

#### Background:

Calculated annually and released in June by the Government of Alberta Seniors, Community and Social Services department, the [Core Needs Income Threshold \(CNIT\)](#), is used by the Alberta Community Housing program to determine an applicant's eligibility for affordable housing.

To be eligible for affordable housing, an applicant's income must be lower than the CNIT for that community. Calculations used by the GOA to determine a community's CNIT result in wide-ranging maximum allowable income amounts across Alberta communities. Table 1.1 shows current CNIT amounts of note.

Table 1.1

Community	CNIT – 1 bedroom (allowable income)
Okotoks	\$34,000 (lowest)
Jasper	\$42,000
Banff	\$65,000
Alliance	\$86,000 (highest)

The Government of Alberta also conducts an [Alberta Apartment Vacancy and Rental Cost Survey \(AVS\)](#) annually. The survey identifies building type, unit type, number of units, rental rates and the number of vacancies in Alberta communities with populations between 1,000 and 9,999 that have at least 30 or more rental units. The survey report is recognized as the only official rental housing cost and vacancy information for rural Alberta. It provides the provincial government, housing industry, municipalities, and various other entities with essential housing information on private market vacancy and rental rates in multi-family dwellings in rural Alberta.

In the 2023 AVS, the Ministry has chosen to exclude both Banff and Jasper from the calculation of this year's provincial average rental costs and vacancy rates in the AVS, citing both communities' status as 'prominent resort towns that do not exhibit the typical characteristics of rural municipalities in Alberta'.

#### Discussion:

The CNIT data set shows a variance in CNIT amounts between the communities of Jasper and Banff in the amount of \$23,000. That is, a resident of Banff can earn up to \$23,000 more per year in income and still qualify for provincially supported affordable housing.

CNIT amounts have a direct impact on Jasper residents, determining eligibility for affordable housing at MPL Place and Evergreens facilities, as they are associated with Alberta Community Housing programs. Additionally,

any future developments that are funded by or associated with GOA affordable housing grants, initiatives and programs will be bound by CNIT restrictions.

This inequity in CNIT amounts between the two communities is not supported when considering the similarities between Jasper and Banff in cost of living and rental rates/availability. In the 2023 AVS report the GOA itself makes note of just how different Jasper and Banff are from the rest of the province, and how similar they are to each other with the following statement:

*While Jasper and Banff, two prominent resort towns in Alberta, are included in the survey, they were intentionally excluded from our calculations for this year's average rental costs and vacancy rates. The survey results for these municipalities are included in the appendices. This recognizes that these towns do not exhibit the typical characteristics of rural municipalities in Alberta as they are internationally renowned touristic destinations. To ensure consistency in our historical analysis, data from previous years has also been revised to exclude Jasper and Banff.*

Jasper and Banff 2023 Rental rates; collected by the GOA for the AVS are compared at right along with CNIT amounts.

Location	CNIT max yearly income	AVS Avg rent Bachelor	AVS Avg rent 1 bed	AVS Avg rent 2 bed	AVS Avg rent 3 bed
Jasper	\$42,000	\$1683	\$1632	\$1834	\$1325
Banff	\$65,000	\$1095	\$1592	\$1833	\$1833

The chart above illustrates that on average, rent is more expensive in Jasper than Banff. However, Banff residents benefit from the ability to earn more and still qualify for affordable housing units, mitigating somewhat the high cost of living in a tourist destination; while Jasper’s lower income threshold reinforces barriers to economic stability and social mobility, by deterring individuals from seeking higher paying or more secure, stable work for fear of losing access to affordable housing.

As the GOA recognizes the similarity of the communities of Jasper and Banff in province wide rental rate averages, it should also recognize the similarities of the two communities when calculating the CNIT.

**Strategic Relevance:**

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Leverage and create opportunities for greater inclusion.
- Recognize the fundamental importance of our tourism economy.
- Increase awareness and understanding of our unique conditions with other orders of government and funders.

**Inclusion Considerations:**

A positive response to a request to the GOA to have the CNIT amount for Jasper match Banff would directly impact local residents seeking affordable housing now, and in the future, and contribute to the reduction of poverty and housing instability in our community.

**Relevant Legislation:**

- Alberta Housing Act

**Financial:**

There are no financial implications to the municipality for this recommendation.

## AGENDA ITEM 7.6

### REQUEST FOR DECISION

**Subject:** Jasper Municipal Housing Corporation Shareholder Policy  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Leanne Pelletier, Municipal Housing Coordinator  
**Reviewed by:** Bill Given  
**Date:** January 23, 2024



#### Recommendation:

- That Committee recommend Council approve the Jasper Municipal Housing Corporation Shareholder Policy as presented.

#### Alternatives:

- That Committee recommend Council approve the Jasper Municipal Housing Shareholder Policy as amended.
- That Committee direct Administration to revise the policy and return to a future committee.

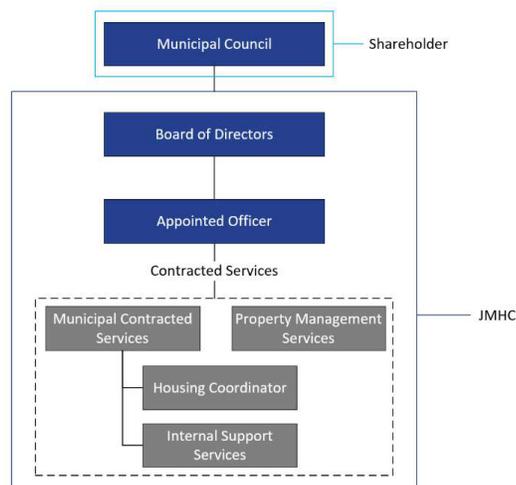
#### Background:

On August 15, 2023 Council held a Public Hearing to vote on the establishment of the Jasper Municipal Housing Corporation (JMHC) as a Municipally Controlled Corporation (MCC).

Following a vote in favor of establishing the MCC, administration worked with Brownlee LLP on fulfilling requirements under the Municipal Government Act and Business Corporations Act, and the JMHC was registered with Corporate Registries on October 20, 2023.

The diagram to the right illustrates the organizational structure of the MCC as it relates to the Municipality.

- The Municipality is the sole shareholder in the Corporation
- As a shareholder, the Municipality has certain rights in respect of the management of the MCC
- The Municipality as shareholder is represented by Municipal Council
- The Board of Directors of the MCC consists of up to 7 individuals
- The Appointed Officer will be the Municipal CAO



#### Discussion:

As the Municipality moves forward with starting up the JMHC there will begin to be times where Council will have to act in its role as the sole shareholder of the corporation. The rights and abilities of Municipal Council are

different from those of a shareholder in a corporation and, the rights and abilities of a shareholder are distinct from the roles and responsibilities of the board of directors.

- Municipal Council is a group of seven independent individuals, democratically elected by the public to make decisions through a formalized process of voting where a majority vote determines the outcome.
- Shareholders are the owners of a corporation. When they purchase shares, they acquire a portion of ownership in the company, which entitles them to certain rights and benefits. Shareholders have the right to vote at annual general meetings (AGMs) or special meetings on important corporate matters.
- The Board of Directors of the corporation is a group of individuals appointed by the Municipality, in its role as the sole shareholder, to oversee the company's management and ensure it operates efficiently and ethically. The board is responsible for making strategic decisions that guide the company's overall direction, setting corporate policies, and approving budgets.

In a typical corporation many parties might hold shares and each of those shareholders would be entitled to “vote their shares” in order to make decisions or provide direction to the corporation. The Municipality of Jasper is the sole shareholder of the Jasper Municipal Housing Corporation - no individual member of council personally owns or controls any shares in the corporation.

Currently, there is no process to determine who is entitled to represent the Municipality as shareholder at shareholder meetings or how Council and the public can be assured that the actions of the Municipality as a shareholder are consistent with the wishes of Council.

The attached Council Policy provides a simple structured framework for decision-making, ensuring consistency, transparency, and accountability from the Municipality of Jasper and the Jasper Municipal Housing Corporation's business.

**Strategic Relevance:**

- Build our internal capacity to advance our housing priorities.

**Inclusion Considerations:**

- The Municipal Inclusion Assessment Tool has been applied to this recommendation.

**Relevant Legislation:**

- Municipal Government Act
- GOA - Municipally Controlled Corporations Regulation
- Business Corporations Act

**Financial:**

There are no financial implications for this recommendation.

**Attachments:**

- Draft MCC Shareholder Policy

**Policy Title: Jasper Municipal Housing Corporation Shareholder**

**Policy #:**

**Date adopted by Council:**



## **1. POLICY STATEMENT**

To enable and support role clarity and accountability the Municipality of Jasper will maintain a clear and transparent decision-making process for exercising its rights and duties as a shareholder of the Jasper Municipal Housing Corporation.

## **2. SCOPE**

This policy applies to any actions that the Municipality undertakes as a shareholder of the Jasper Municipal Housing Corporation (the "Corporation").

## **3. STANDARDS**

- 3.1. All actions of the Municipality as a shareholder of the Corporation require a resolution of Council, passed at Regular or Special Meeting of Council.
- 3.2. Following a resolution passed under 3.1, the desired action shall be provided to the Corporation in a written shareholder resolution, signed by either:
  - 3.2.1. the Mayor and Deputy Mayor, or;
  - 3.2.2. the Mayor and one Councillor
- 3.3. No individual member of council is entitled to exercise the Municipality's rights as a shareholder of the Corporation.
- 3.4. The Municipality's rights as a shareholder shall be those which are described in the Alberta Business Corporations Act and the Unanimous Shareholders Agreement between the Municipality and the Corporation, and shall not improperly intrude on the board of directors' responsibility to manage or supervise the management of the business and affairs of the Corporation.

## **4. RESPONSIBILITIES**

### **Council**

Review and approve any revisions to this Policy.

### **CAO**

Review and approve any procedures related to this Policy.

### **Directors and Managers**

Carry out the policy based on established procedures.

## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Clean Energy Improvement Program	December 13, 2022	Director of Operations & Utilities and Director of Finance & Administration	That Committee direct Administration to work with Alberta Municipalities and develop the following and present them at a future committee of the whole meeting: <ul style="list-style-type: none"> <li>• A Clean Energy Improvement Program business case for Jasper</li> <li>• Draft Clean Energy Improvement Tax bylaw</li> </ul>	February 2024	
Paid Parking Correspondence	July 18, 2023	Director of Protective & Legislative Services	That Council direct Administration to refer the matter of resident and paid parking along Geikie Street to a Committee of the Whole meeting following the conclusion of the 2023 Paid Parking Program.	January 2024	Recommend to move to February
S-Block Parking 2023, Winter Seasonal Service	September 12, 2023	Director of Protective & Legislative	That Committee direct Administration to report back on the 2023-24 S-Block Parking Lot winter seasonal service to a Committee of the Whole meeting in the spring.	May 2024	
Jasper Folk Music Festival 2023	July 18, 2023	Director of Protective & Legislative Services	That Council defer discussion of appointing board members to societies to a future Committee of the Whole meeting, prior to the Organizational meeting in October 2023.	February 2024	
Snape's Hill Happy Little Trees	October 3, 2023	Director of Operations & Utilities	That Council refer the suggestion of entering into a joint agreement with Parks Canada and Jasper Yellowhead Historical Society to a future Committee of the Whole meeting.	March 2024	
Child Care Advocacy	October 10, 2023	Director of Community Development	That Committee refer the matter of advocacy on the bilateral agreement for child care to a future Committee of the Whole meeting.	January 2024	Recommended to be removed

Municipality of Jasper

<b>Hakone, Japan Initiatives</b>	<b>October 10, 2023</b>	<b>Director of Protective &amp; Legislative Services</b>	Develop detailed procedures for the exchange program to establish clear roles and responsibilities for the parties involved.	<b>January 2024</b>	Recommended to be removed
<b>Habitat for the Arts</b>	<b>November 22, 2023</b>	<b>Director of Community Development</b>	That Committee direct Administration to discuss transitioning to a public board with Habitat for the Arts and return with a report in 2024.	<b>February 2024</b>	
<b>Crisis Team Jasper Society</b>	<b>November 22, 2023</b>	<b>Director of Community Development</b>	That Committee direct Administration to develop an F-104 agreement with the Crisis Team Jasper Society to be reviewed by Council.	<b>February 2024</b>	Recommended to be removed
<b>Tourism Jasper Destination Stewardship Plan</b>	<b>November 28, 2023</b>	<b>CAO</b>	That Committee direct Administration to review the plan to identify opportunities for the Municipality of Jasper to participate in implementation and to return to a future Committee of the Whole meeting with recommendations.	<b>February 2024</b>	
<b>Labour Market Study</b>	<b>November 28, 2023</b>	<b>CAO</b>	That Committee direct Administration to review the study to identify opportunities for the Municipality of Jasper to participate in implementation and to return to a future Committee of the Whole meeting with recommendations.	<b>March 2024</b>	
<b>Jasper Hotel Association</b>	<b>December 19, 2023</b>	<b>Director of Protective &amp; Legislative Services</b>	That Council refer the request to the Emergency Management Agency and request a status update at a future Committee of the Whole meeting.	<b>March 2024</b>	
<b>Transit Capital Projects</b>	<b>December 19, 2023</b>	<b>CAO</b>	That Council direct Administration to return to a future Council meeting for approval prior to awarding or procuring any transit capital projects.	<b>February 2024</b>	
<b>2024 Mill Rate</b>	<b>December 19, 2023</b>	<b>Director of Finance &amp; Administration</b>	That Council direct Administration to provide a report on the potential implications of splitting the 2024 net tax increase at ratios other than 5:1 and return to a future Committee of the Whole meeting prior to establishing the 2024 mill rate.	<b>March 2024</b>	

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<b>Global Covenant of Mayors for Climate &amp; Energy</b>	<b>January 9, 2024</b>	<b>CAO</b>	That Committee recommend Council postpone the consideration of joining the "Global Covenant of Mayors for Climate & Energy" until July 2024.	<b>July 2024</b>	
<b>The Men's Shed</b>	<b>January 16, 2024</b>	<b>Director of Operations &amp; Utilities and Director of Community Development</b>	That Council direct Administration to investigate the costs associated with providing municipal water and wastewater at the two proposed locations; and any ideas for alternative locations, for the Men's Shed, and report back at a future Committee of the Whole meeting.	<b>March 2024</b>	