

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

Date: May 2, 2017 | Time: 1:30 p.m.

Place: Jasper Library and Cultural Centre, Council Chambers



- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
  - 2.1 Regular Meeting Agenda, May 2, 2017 attachment
- 3 APPROVAL OF MINUTES**
  - 3.1 Regular Meeting Minutes, April 18, 2017 attachment
- 4 PRESENTATIONS**
  - 4.1 Auditor's report – Hawkings Epp Dumont, Chartered Accountants
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
- 7 INFORMATION REPORTS**
  - 7.1 Inter-Municipal Assessment Review Board Agreement and Bylaw attachment
- 8 BYLAWS**
  - 8.1 Bylaw Summary attachment
  - 8.2 Bylaw #201 Inter-Municipal Assessment attachment
- 9 REQUESTS FOR DECISION**
  - 9.1 Decision – Busking Pilot Project # 3, for 2017 attachment
  - 9.2 Decision – 2017 Operating Budget attachment
  - 9.3 Notice – 2017 Municipal Election, Returning Officer attachment
- 10 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
  - 10.1 Letter of support – JPCA attachment
- 11 OTHER NEW BUSINESS**
- 12 COUNCILLOR REPORTS**
- 13 INFORMATION ITEMS - Upcoming Events:**

May 4: Alberta Municipal Communicators Conference, Mayor to speak, 9 a.m.  
May 9: Chamber of Commerce meeting, State of the Muni address, Mayor to speak, 6 p.m., Cassio's  
May 17: International Day Against Homophobia and Transphobia flag raising, Mayor to speak, 12 p.m.,  
Emergency Services Building  
June 1-4: FCM conference, Ottawa  
June 2: JSHS Graduation, Member of Council to speak, 1 p.m.
- 14 ADJOURNMENT**

Municipality of Jasper  
**Regular Council Meeting Minutes**  
Tuesday, April 18, 2017 | 1:30 p.m.  
Council Chambers, Jasper Library & Cultural Centre

Present	Deputy Mayor Rico Damota, Councillors Brian Nesbitt, Dwain Wacko, Gilbert Wall and Helen Kelleher-Empey								
Absent	Councillor Vonna Arsenault and Mayor Richard Ireland								
Also Present	Mark Fercho, CAO Christine Nadon, Leg. Services Manager Kayla Byrne, Leg. Services Coordinator Angella Franklin, Culture and Recreation Services Natasha Malenchak, Director of Finance and Administration Bruce Thompson, Director of Operations Greg Van Tighem, Director of Protective Services Paul Clarke, The Fitzhugh One observer								
Call to Order	Deputy Mayor Damota called the meeting to order at 1:30 p.m.								
Add. to Agenda	None								
Approval of Agenda #058/17	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council approve the agenda for the regular meeting of Tuesday, April 18, 2017 as presented. <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>5 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>			FOR	AGAINST		5 Councillors	0 Councillors	CARRIED
FOR	AGAINST								
5 Councillors	0 Councillors	CARRIED							
Approval of Minutes #059/17	MOTION by Councillor Wall – BE IT RESOLVED THAT Council approve the minutes of the April 4, 2017 regular Council meeting as presented. <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>5 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>			FOR	AGAINST		5 Councillors	0 Councillors	CARRIED
FOR	AGAINST								
5 Councillors	0 Councillors	CARRIED							
Presentations	None								
Bus. arising from minutes	None								
Department Reports: Protective Services	Council received, for information purposes, the written report of the Protective Services Director for February and March 2017. In his report, Director Greg Van Tighem highlighted emergency responses, full department responses, command responses, fire prevention inspections, meetings, trainings, events, and finances. The full report is available on the Municipality’s website.								
Operations	Council received, for information purposes, the written report of the Director of Operations. In his report, Director Bruce Thompson highlighted several ongoing								

projects, including frozen water service lines, street sweeping and biosolids. The full report is available on the Municipality's website.

Finance & Admin	Council received, for information purposes, the written report of the Department of Finance and Administration for January to March 2017. In her report, Director Natasha Malenchak highlighted accomplished activities, upcoming news and the ongoing budget process. Mrs. Malenchak also included the 2016 budget actuals as well as the highlights of areas that are over or under budget for 2016. The full report is available on the Municipality’s website.						
Culture & Rec	Council received, for information purposes, the written report of the Department of Culture and Recreation. Angella Franklin presented the report on behalf of Director Yvonne McNabb. The report highlighted updates regarding facilities and equipment, programs and services, and gifts in kind. The full report is available on the Municipality’s website.						
Bylaw Summary	Council received, for information purposes, a summary of bylaws currently in force in the Municipality, and those in their various stages of readings.						
Requests for decision: Notice – Busking Pilot Project # 3	Mr. Fercho presented, for notice, a revised report regarding the Busking Pilot Project #3 for 2017. Adhering to Council’s suggestions, edits were made concerning merchandise sales, time limits, requirements of the selection committee and busking areas. The matter will return for decision at the next regular Council meeting, May 2.						
Notice – Council Remuneration and Benefits	Mr. Fercho presented, for notice, a request for decision regarding Council remuneration after the 2017 election, for 2018 onward. Council discussed the federal government’s plans to end a tax-break for elected officials, including councillors. The federal government is anticipating tax changes to take effect no later than January 1, 2019. The matter will go before Council’s HR Committee and return to an upcoming Council meeting.						
RFD – 400 Block Patricia Street Parking Lot Expansion #060/17	<div>MOTION by Councillor Wacko – BE IT RESOLVED THAT Council approve the expansion and improved traffic flow and parking realignment of the parking lot as shown in the attached plan drawing. Councillors suggested it would be prudent to wait until the transportation and parking study is completed before expending funds on parking lot improvements.</div> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>1 Councillor</td><td>4 Councillors</td><td>DEFEATED</td></tr></table>	FOR	AGAINST		1 Councillor	4 Councillors	DEFEATED
FOR	AGAINST						
1 Councillor	4 Councillors	DEFEATED					
Corr.: Jasper Mountain Bike Skills Park	Council received a letter from the Jasper Park Cycling Association to provide clarification on concerns previously voiced by Council regarding the construction, liability, ongoing maintenance and end of life options for the Jasper Mountain Bike Skills Park.						
Letter of support – JPCA	Council received a second letter from the Jasper Park Cycling Association, requesting a letter of support to aid with grant applications for the Jasper Mountain Bike Skills Park.						

Other New Bus.      None

Council Rep. on      Councillor Wacko will attend a Community Action Team meeting on April 19, and  
Boards      will also speak at an art conference the same day.

Councillor Nesbitt attended an ESAC meeting on April 13, where the Committee  
tabled its annual report and welcomed a new member, Susan Roberts.

Upcoming Events      Council received, for information, a list of upcoming events.

Adjournment      MOTION by Councillor Wacko – BE IT RESOLVED THAT, there being no further  
#061/17      business, the regular meeting of April 18, 2017 be adjourned at 3:18 p.m.

FOR

5 Councillors

AGAINST

0 Councillors

CARRIED

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Mayor

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Chief Administrative Officer



## INFORMATION REPORT

Subject: Inter-Municipal Assessment Review Board Agreement and Bylaw  
Prepared by: Mark Fercho, CAO  
Date: May 2, 2017

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### Recommendation:

1. This report is for Council information only, to accompany the 1<sup>st</sup> and 2<sup>nd</sup> reading of the proposed Bylaw #201, Inter-Municipal Assessment Review Board Bylaw and the Schedule A agreement.

### Background:

To provide property owners a voice in the property assessment system, the Municipal Government Act has a complaints and appeals system for property owners who have concerns about their assessment. The process begins with filing a complaint to the municipality's assessment review board. The type of property the complaint determines the type of assessment review board.

Residential property of three or fewer dwelling units will be heard by a Local Assessment Review Board (LARB). Residential properties of four or more dwelling units or non-residential property will be heard by a Composite Assessment Review Board (CARB).

Hinton has been the central clerk for Hinton, Jasper, Grande Cache as per the old agreement. Hinton has requested a different arrangement to share this workload, and Edson has also requested to be part of this intermunicipal collaboration. Each Municipality (Hinton, Jasper, Grande Cache, Edson) will now be required to have their own clerk to register and administer appeals, with Edson now joining the club with this change.

The purpose of the agreement is to ensure we each have enough Board Members by pooling the communities' members. We should also encourage more people in Jasper to take the board training, it is four days of training and travel is required. Perhaps something we put into next year's budget and encourage a few more people in Jasper to go. Board members needed by other communities to make up a full board travel and is also encouraged so the actual hearings are done by people not vested in town or perhaps seen as biased, in addition to local board members.

In order to have a fully trained Assessment Review Board Clerk in place in Jasper, Christine Nadon has just taken the training and passed the course.

**Edson has offered to be the coordinating clerk office for 2017, in the rotation set out in the agreement.**

Director \_\_\_\_\_

CAO \_\_\_\_\_

Agenda Item \_\_\_\_\_

**Financial:**

The financial impact of this change is the training for Christine that has been completed, and also any training and travel required for community members that are, or will become Assessment Review Board members for Jasper.

In addition, for the actual process, the Municipality in which the property under complaint is located is responsible to pay the costs associated with that hearing, including:

- Remuneration for Members;
- The costs associated with the Provincial Member; and
- Any legal fees.

If more than one hearing is held in a day, then the remuneration for the Citizen Members is divided equally per complaint and billed to the Municipality in which the property under complaint is located. Also, each Municipality provides, at their expense, adequate facilities for the hearings in that Municipality.

**Attachments:**

- Proposed Bylaw #201, Inter-Municipal Assessment Review Board Bylaw
- Proposed New Inter-Municipal Assessment Review Board Agreement is attached as "Schedule A" to the proposed bylaw.

# Municipality of Jasper Bylaw Summary

Updated: 4/28/2017

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Certification by Parks	
					First Reading	Second Reading	Third Reading & Approval	Date Forwarded	Date Certified
201	Inter-Municipal Assessment Review Board				2-May-17	2-May-17			
200	Imposition of Suppl. Taxx		185		7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
199	Suppl. Assess. of Improv.		184		7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
198	ATCO 10 year agreement				20-Dec-16	21-Feb-17	7-Mar-17	27-Feb-17	28-Feb-17
197	Utilities Fees 2017		183		6-Dec-16	6-Dec-16	20-Dec-16	7-Dec-16	12-Dec-16
196	Parking Authority 2017		186		6-Dec-16	6-Dec-16	20-Dec-16	7-Dec-16	12-Dec-16
195	Traffic Safety Bylaw		104		2-Aug-16	2-Aug-16	16-Aug-16	3-Aug-16	8-Aug-16
194	Tax Rates 2016		188		17-May-16	24-May-16	7-Jun-16	25-May-16	25-May-16
193	Commercial Use of Public Spaces				5-Apr-16	5-Apr-16	19-Apr-16	6-Apr-16	6-Apr-16
192	Imposition of Supplementary Tax		185		2-Feb-16	16-Feb-16	1-Mar-16	17-Feb-16	19-Feb-16
191	Supplementary Assessment of Improvements		184		2-Feb-16	16-Feb-16	1-Mar-16	17-Feb-16	19-Feb-16
190	Procedure Bylaw Amendment		166		15-Dec-15	5-Jan-16	19-Jan-16	6-Jan-16	8-Jan-16
189	Jasper Fire Dept 2015		085		21-Jul-15	4-Aug-15	18-Aug-15	6-Aug-15	17-Aug-15
188	Tax Rates 2015		180		19-May-15	19-May-15	2-Jun-15	19-May-15	20-May-15
187	Offsite Levies 2015		182		17-Mar-15	7-Apr-15	21-Apr-15	8-Apr-15	9-Apr-15
186	Parking Authority 2015		181		17-Mar-15	7-Apr-15	21-Apr-15	8-Apr-15	9-Apr-15
185	Supplementary Imposition of Tax 2015		176		3-Mar-15	17-Mar-15	7-Apr-15	17-Mar-15	18-Mar-15
184	Supplementary Assessment of Improvements 2015		175		3-Mar-15	17-Mar-15	7-Apr-15	17-Mar-15	18-Mar-15

**Municipality of Jasper**  
**Bylaw #201**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER TO AUTHORIZE THE MAYOR AND CHIEF ADMINISTRATIVE OFFICER TO ESTABLISH AN INTER-MUNICIPAL ASSESSMENT REVIEW BOARD.**

**PURPOSE**

**WHEREAS** the Minister of Canadian Heritage and the Municipality of Jasper have agreed to enter into an agreement concerning future management of the park community including local governance, land rent and cost recovery;

**AND WHEREAS** by Order in Council 279/2001 dated July 20, 2001, the Minister of Municipal Affairs established the Municipality of Jasper;

**AND WHEREAS** the residents of the Municipality of Jasper in Jasper National Park of Canada have signified their desire for a local government by the establishment of a Specialized Municipality pursuant to the Municipal Government Act of Alberta;

**AND WHEREAS**, pursuant to section 456 of the *Municipal Government Act*, RSA 2000, M-26 and amendments thereto, to enter into an agreement among the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper, and the Town of Edson (the "Municipalities") regarding an Inter-Municipal Assessment Review Board.

**NOW THEREFORE, THE COUNCIL OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the Inter-Municipal Assessment Review Board Bylaw #201.
2. Council hereby authorizes the Municipality of Jasper to enter into an Agreement with the Town of Grande Cache, Town of Hinton and the Town of Edson in the form and substance of the Agreement attached to this Bylaw as Schedule A.
3. This Bylaw shall come into force and effect upon final reading; all former Bylaws in relation to the establishment of the Inter-Municipal Assessment Review Board are hereby rescinded.

**AND FURTHER**, if any section of this bylaw is found by a court of competent jurisdiction to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

This bylaw shall come into force on the date of final passing thereof.

**READ** a first time this      day of      2017.

**READ** a second time this      day of      2017.

**READ** a third time and finally passed this      day of      2017.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



## **Schedule I**

### **INTER-MUNICIPAL ASSESSMENT REVIEW BOARD AGREEMENT**

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017

#### **BETWEEN:**

**THE TOWN OF GRANDE CACHE**

- and -

**THE TOWN OF HINTON**

- and -

**THE SPECIALIZED MUNICIPALITY OF JASPER**

- and -

**THE TOWN OF EDSON**

(referred to as “the Municipalities”)

#### **THE MUNICIPALITIES AGREE AS FOLLOWS:**

The above parties agree to enter into an Inter-Municipal Assessment Review Board Agreement (the “Agreement”) setting out the terms for an Inter-Municipal Assessment Review Board for the purposes of sharing resources and information among the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson.

#### **1. DEFINITIONS**

In this Agreement, unless the context provides otherwise, terms have the meaning given to them in the Act and the regulations passed thereto, and the following words or phrases shall have the following meanings:

- a) “Act” means the *Municipal Government Act*, as amended.
- b) “Bylaw” refers to the approved Inter-Municipal Assessment Review Board Bylaw established by each municipality.
- c) “Clerk Coordinator” is the designated lead Clerk appointed to coordinate meetings, resources and information between the municipalities.
- d) “Clerk” is the designated officer appointed by each Municipality to act as the clerk of the assessment review boards.
- e) “CARB” is the Composite Assessment Review Boards established and defined by the bylaws of each municipality.
- f) “LARB” is the Local Assessment Review Boards established and defined by the bylaws of each municipality.

- g) "Citizen Member" means a resident of the Municipalities, and does not include a councillor, or any other person ineligible pursuant to the Act or the regulations passed pursuant to the Act.
- h) "Municipality" or "Municipalities" means the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson individually or collectively as the context requires.

## **2. FUNCTIONS AND DUTIES**

- a) The LARBs and CARBs established pursuant to the applicable Bylaw in this Agreement will hear and decide complaints filed under the Act for property located in each Municipality.

## **3. MEMBERSHIP, APPOINTMENTS AND VACANCIES**

- a) Each Municipality shall be responsible to appoint two (2) or more Citizen Members to the LARBs and CARBs pursuant to the applicable Bylaw. Provided the Citizen Members have taken the necessary training, the same individuals may be appointed to a LARB and CARB.
- b) Each Citizen Member is appointed for a minimum of three (3) years.
- c) Each Municipality shall have the right to rescind the appointment of their Citizen Member.
- d) Each Municipality must rescind the appointment of a Citizen Member if the Member: (i) fails to successfully complete the training program set by the Minister, (ii) does not live up to their commitment to attend hearings, (iii) is no longer eligible pursuant to the Act and regulations passed thereto, and (iv) breaches the pecuniary interest provisions in s. 480 of the Act.
- e) Vacancies shall be filled within ninety (90) days.

## **4. MEETINGS**

- a) The designated Clerk Coordinator will schedule an annual meeting for the Clerks to review the CARB and LARB roles and requirements for the year.

## **5. ADMINISTRATION**

- a) The designated Clerk Coordinator will be decided annually; the role will alternate between the Town of Grande Cache, the Town of Hinton, the Specialized Municipality of Jasper and the Town of Edson. The Clerk Coordinator will have the following duties:
  - Schedule Members for hearings pursuant to the Bylaw and this Agreement;
  - Obtain legal opinions and advice;
  - Schedule the hearing in the Municipality in which the property under complaint is located; and
  - Coordinate the hearing responsibilities with the Clerks pursuant to the Act, the regulations and the applicable Bylaw.
- b) When substituting Members from one LARB or CARB pursuant to the Bylaw, the designated Clerk Coordinator will try to have a majority of Citizen Members who do not reside in the Municipality in which the property under complaint is located.

- c) When selecting or substituting Members for a LARB or CARB hearing, the Clerk Coordinator may choose Citizen Members or members from the Qualified Assessment Review Board Member List issued by Municipal Affairs.
- d) The Municipalities agree to share equally the costs associated with the preparation of this Agreement and the applicable Bylaw.
- e) If revisions to the Agreement or Bylaw are necessary, the designated Clerk Coordinator will undertake those revisions in conjunction with the municipalities; the costs will be shared equally.

## **6. REMUNERATION**

- a) Unless otherwise determined by the Municipality which appointed the Citizen Member, Citizen Members will receive remuneration for training sessions, meetings, decision writing, reviewing draft decisions, and hearings in accordance with the meeting fees set for councillors in the Municipality which appointed the Citizen Member.

## **7. BOARD AND HEARING COSTS**

- a) The Municipality in which the property under complaint is located shall be responsible to pay the costs associated with that hearing, including:
  - Remuneration for Members;
  - The costs associated with the Provincial Member; and
  - Any legal fees.

If more than one hearing is held in a day, then the remuneration for the Citizen Members shall be divided equally per complaint and billed to the Municipality in which the property under complaint is located.

- b) Each Municipality shall provide, at their expense, adequate facilities for the hearings in that Municipality.

## **8. COMPLAINT FEES**

- a) The fees payable pursuant to section 481(1) of the Act shall be those established by each Municipality for property located in that Municipality, provided that such fees do not exceed the maximum fees in the *Matters Relating to Assessment Complaints Regulation*.

## **9. GENERAL**

- a) This Agreement will remain in effect until updates or alterations are required.
- b) Should a Municipality want to withdraw from participation in this Agreement, they may do so by serving notice prior to April 1st of any given year, the withdrawal to take effect on January 1st of the following year.
- c) The Schedules form part of this Agreement.

## **10. Dispute Resolution**

- a) In the event a dispute arises regarding any of the clauses of this Agreement, or over a financial matter regarding the operation of the LARBs and CARBs, the Chief Administrative Officers of the Municipalities shall meet to consider the matter.
- b) The decision of the panel of Chief Administrative Officers will be final.

### **THIS AGREEMENT RESCINDS ALL PREVIOUS AGREEMENTS AS OF MAY 1, 2017**

**IN WITNESS WHEREOF** the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below.

#### **TOWN OF GRANDE CACHE**

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Chief Administrative Officer

#### **TOWN OF HINTON**

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Chief Administrative Officer

#### **SPECIALIZED MUNICIPALITY OF JASPER**

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Chief Administrative Officer

#### **TOWN OF EDSON**

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Chief Administrative Officer



## REQUEST FOR DECISION

Subject: Busking Pilot Project #3, for 2017

Prepared by: Mark Fercho, CAO

Date – Discussion: February 14, 2017, April 11, 2017 & April 25, 2017

Date – Notice: April 18, 2017

Date – Decision May 2, 2017

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### Recommendation:

1. That Council Approve a Busking Permit to Habitat for the Arts for a 2017 Busking Pilot Project #3, prior to determining future of busking in Jasper;
2. Or, that Council discontinue the Busking Pilot proposed for 2017

### Background:

**Pilot Projects are to trial new programs or initiatives in the Municipality in order to determine if there are changes required, if the new program is well received or should not continue, without any expectation of longevity beyond the stated dates of the Pilot Project.**

**If successful or made successful, Council may consider permanent bylaws and permits, if unsuccessful despite changes there is no requirement to continue.**

On August 20, 2015 Council received a letter from Habitat for the Arts requesting permission for busking for the 2015 fall Culture Days. In addition to the information in the letter, the Culture Days festival offered an opportunity to run a controlled Pilot Project.

Council discussed the busking pilot project on August 25<sup>th</sup>, a report was on Notice for September 1<sup>st</sup>, and the busking trial for 2015 was approved on September 15<sup>th</sup>. On September 26 and 27, the Municipality of Jasper issued a temporary busking permit to Habitat for the Arts for the 2015 Alberta Culture Days. Between the hours of 1:00 and 5:00 p.m., pre-registered buskers were allowed to perform in specific locations in the downtown core. Jasper Community Habitat for the Arts issued individual permissions to buskers for locations approved in the permit during the specified time period in the permit. Buskers were required to have identification as approved to participate in this program under the permit.

Residents, visitors and businesses were encouraged to submit feedback on the project to help the Municipality determine how busking may be regulated in the future. An assessment of the 2015 pilot project weekend was completed shortly after the event. The results of that feedback are attached to the February 14<sup>th</sup> 2017 report on the Council agenda.

Director \_\_\_\_\_

CAO \_\_\_\_\_

Agenda Item \_\_\_\_\_

Busking is another area in development for the “commercial use of public space” in Jasper. Council approved a one year event permit to pilot the Farmer’s Market location for summer 2014, and the Farmer’s Market applied for a second permit for 2015. On December 2, 2014 Council also directed Administration to research options for commercial use of public space in Jasper such as sidewalk cafés, busking, farmer’s markets, street festivals, vendors, etc.

Council also approved a pilot project for Sidewalk Seating for 2015 that had 19 restaurants participating. The results of the program were assessed through public surveys and reporting by the participating businesses prior to bylaw development. Council approved the “Commercial Use of Public Space Bylaw” that included farmer’s markets and sidewalk seating, however, because Council felt that not enough of a pilot trial of busking was completed in 2015 with only a two day period, Council did not include busking in the bylaw and required a second year of pilot project busking in 2016 for assessment.

Marianne Garrah and Dave Baker of Habitat for the Arts presented to Council on a proposal for Dave to develop a busking pilot project as part of a course he was taking, Council supported this idea and working with Bylaw to ensure all municipal considerations were included. The result was incorporated in 2016, and the reporting at season end has been previously attached to this report as the “Feedback on 2016 Busking Pilot Project” from the Jasper Community Habitat for the Arts.

Habitat for the Arts requested another Pilot Project for busking in 2017. This report has two attachments specifically for discussion at Committee of the Whole, a busker selection panel process and a busker permit, given to buskers in addition to permit for Habitat for the Arts.

**2015 and 2016 Busking Trial Permit Conditions (and discussion on 2017 conditions):**

- **(new for 2017) BUSKER SELECTION PANEL PROCESS** **Buskers will be selected through a panel selection process**
- The performers will not interfere or impede with the movement of pedestrian traffic along any of the designated areas in the town of Jasper where the busking artists are performing.
- The performers will not interfere or impede with the movement of customer traffic going into, entering and / or exiting businesses in the designated areas where the busking artists are performing.
- Each performing busker must wear and openly display an identification badge issued to them under the auspices of “Jasper Community Habitat for the Arts”.
- Each performing busker must stay in the locations designated in this special permit and within the time parameters.
- The performing buskers are licensed under the “Jasper Community Habitat for the Arts” business license under the terms of this temporary license.
- **(new for 2017)** The “Jasper Community Habitat for the Arts” must maintain a complete list of the busking performers for the Municipality of Jasper Licensing and Enforcement Manager or his designate to be aware of the performing artists participating in this trial Busking Event.
- **(new for 2017)** Buskers must perform as approved at time of application, or amended approved application. Buskers that conduct performances that do not match applications will result in termination of individual busker’s permits.
- **(new for 2017)** Buskers must agree with and sign a busking permit, then abide by conditions set out in the busking permit.

The 2017 Busking Pilot Project would utilize a panel of judges selection process for applicant buskers. The selection panel suggested by Habitat for the Arts (through some sort of open application process) would be made up of five members to seven members: two from Habitat for the Arts, one from the Municipality of Jasper, one from Parks Canada, and one (or three) from the Downtown Business community. Other makeups for this committee could be considered also. Anyone that would consider becoming a busker applicant could not be a panel judge in the same season.

The judges would use the attached Busking Judges Selection Panel Process as the process to determine eligible buskers.

The resulting permit would be given to each busker to sign, including a location map, and the same permit conditions would apply to Habitat for the Arts in their permit to authorize buskers under the Pilot Project.

Enforcement of the buskers themselves busking as per permit would be primarily Habitat for the Arts to monitor, and remove permits for non-compliance. Complaints and issues beyond what Habitat for the Arts can manage would be dealt with by Bylaw Services. This is how we have managed in the past pilot projects and has worked well, and recommended again by Bylaw.

#### **Strategic Relevance:**

This initiative could support the overall community health objective in Council's Strategic Priorities through enhancing the social fabric of the community, communications through consultation, updating bylaws in Governance, and also ensuring we are providing the best possible services to residents and businesses.

#### **Communication**

The proposed third pilot busking project, if approved, would be advertised through our website, through IOTAD-Habitat for the Arts advertising and in the newspaper.

#### **Attachments:**

- BUSKER PERMIT, attached for discussion/modification
- BUSKER SELECTION PANEL PROCESS, Buskers will be selected through a panel selection process
- Habitat for the Arts Value Statement
- MAP, Proposed busking locations for 2017

#### **(Previously Considered Attachments, NOT attached to this report)**

#### **Attachments to the February 14th 2017 Busking Report, and on the public agenda:**

- Feedback on 2016 Busking Pilot Project - IOTAD's Jasper Community Habitat for the Arts
- Chamber of Commerce emailed a survey link on busking created for business, to businesses: Return is attached as the CoC Businesses 2017 Busking Survey Results
- Resident Satisfaction Survey 2016, Excerpt only on the Busking Pilot Project of 2016
- 2015 Busking Trial Community Survey Results
- Winnipeg "The Forks" Busking Information Package and Busk Stop Sign

Jasper Community Habitat for the Arts

## Busking Permit Conditions

Thank you for applying for a permit to busk within the Municipality of Jasper as part of the Habitat for the Arts 2017 Busking Pilot Project. Before we collect any of your personal information and proceed with the application process, you must read, understand, and sign off on the following conditions.

The permit holder agrees to comply with the following conditions:

<b>1) Buskers must perform as approved at the time of application. Buskers that conduct performances that do not match their application will result in the termination of individual busker's permits.</b>
2) Busking is permitted only in designated busking areas as assigned by Habitat for the Arts.
3) Busking is not permitted in any other location.
4) The performers will not interfere or impede with the movement of pedestrians, or customer traffic going into, entering and/or exiting businesses in the designated areas where the busking artists are performing.
5) Buskers may perform only between the following hours: Between 1 p.m. to 8 p.m., in a time assigned by Habitat for the Arts. Buskers are to perform for up to 1 hour maximum in one location including set up and take down time.
6) Once a time limit described in section 5 has expired, buskers may not return to that location for the remainder of the day. Buskers may be assigned to a different location in the same day.
7) No amplification may be used.
8) High risk or unsafe performances which may put the public and/or the performer at risk are not permitted.
9) All performances must be suitable for a general family audience.
10) Buskers will have a neat and clean appearance.
11) Buskers will respect the right of merchants and residents to operate without undue disturbance outside their premises.
12) Buskers may not use drugs, alcohol or tobacco, or appear intoxicated.
13) Buskers <b>are</b> permitted to sell their CDs; <b>no other</b> merchandise may be sold.
14) Signs, banners, written materials or displays are not permitted.
15) Each performing busker must wear or openly display an identification badge issued to them under the auspices of "Jasper Community Habitat for the Arts".
16) Buskers may receive donations for their performances, but must not charge a minimum or set fee for performances. Aggressive or persistent solicitation of donations is not permitted.
17) Buskers under the age of 16 must be accompanied by the adult guardian, named on the application, at all times.
18) Buskers must ensure that they have obtained all clearances, licenses, and performance rights to materials presented.



19) The busker agrees to indemnify and save harmless the Municipality of Jasper and the Parks Canada agency, and Her Majesty the Queen in right of Canada, from all costs, loss damages, proceedings, actions, claims, demands and expenses incurred by the busker and sustained or caused by, or arising out of, the busker's performance and behavior in the Municipality of Jasper.

**Habitat for the Arts and the Municipality of Jasper reserves the right to:**

- 1) Determine the standard of proficiency and suspend a Busking Permit if a busker is the subject of complaints and/or is unable to consistently maintain a satisfactory standard.
- 2) Restrict the locations and times available for busking. The Municipality of Jasper will provide reasonable notice of restrictions when possible.
- 3) Halt performances that restrict or disrupt the safety or enjoyment of residents and visitors.
- 4) Remove any sign, banner, or display that obstructs or interferes with pedestrian or traffic circulation, interferes with normal business activities or obstructs view of other signs.
- 5) Suspend or revoke a Busking Permit if a busker contravenes any of the Busking Permit conditions or any Municipality of Jasper bylaw.

**Please note that some types of instruments such as drums, horns and bagpipes tend to create a greater volume and in some cases may result in complaints. In these cases we reserve the right to restrict times and areas where the busking may occur as well as the right to revoke or place additional conditions on a permit if an issue cannot be resolved.**

I have read and understand the Habitat for the Arts and Municipality of Jasper Busking Permit Conditions.

Print name	Signature	Date

## Busking Selection Committee Guidelines and Score Sheet

- Busking applicants will be provided the Habitat for the Arts Value Statement by the panel and asked to abide by these values. Judges are accountable for the selection of buskers. Remember that buskers that are selected for performing in Jasper will be on a world-class stage!
- Entertainers will be asked to perform one song from their set list to audition for a Busking Permit for the Jasper Community Habitat for the Arts Busking Pilot Project 2017.
- Habitat for the Arts will choose a song from their set lists to perform.
  - If performer seems shaky on one song you may ask them to perform another song.
- The performance will be recorded and sent to other judges for a response within 24 hours.
- Judges are encouraged to interact with performers (but not for too long, just enough to make them feel comfortable).
- If a performer doesn't show up, move on to the next performer on the list.
- Judges must not also be "applicant buskers" in the current busking season.
- Performers should be judged on their ability to play/sing in tune.
- If a Busker has had a permit in the past that does not entitle them to one this year.
- Remember these performers will be busking in town; keep that in mind when considering them for a Busking permit. (Would you have them perform in your house?)
- Buskers are evaluated in three categories:
  - Skill and Proficiency (5 points)
  - Audience Enjoyment (5 points)
  - Stage Presence (5 points)
- Each category is from 1-5 points (1 = low, 5 = high).
- Judges score each busker independently, then provide their results to Habitat for the Arts
- Buskers must have a minimum score average of 11 to pass the audition.
- Buskers who don't pass the audition will not have to be told by you, the judges. Organizers at Habitat for the Arts will kindly let the applicants know. Your feedback on the judging sheets is a great help to encourage them to keep practicing.

### Entertainers must:

#### If playing an instrument:

- Must be skilled on their instrument (sing and play in tune and in time).
- Must prove they have two 30-minute sets of different material to become a Busker.

#### Juggling, Magic, Face Painting, Balloon Artist etc.:

- Entertainers must prove they are competent in their skill.
- Note: Face Painters and Sketch Artists can do their performance during a musical performance due to time constrictions.

Busking Applicant: \_\_\_\_\_

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

Categories	Score	Comments
Agree with Value Statement	Pass/Fail	
Skill and Proficiency (5 points)	___/5	
Audience Enjoyment (5 points)	___/5	
Stage Presence (5 points)	___/5	

--/15  
Final score

# JASPER COMMUNITY HABITAT FOR THE ARTS

## VALUES AND PRINCIPLES

We are committed to the following values and principles, we believe they will make the Habitat a great place to experience.

We believe that learning never stops,  
We know it enhances social inclusion,  
active citizenship and personal development.  
We embrace new challenges and ideas.  
We welcome new methods and change.  
We help each other grow through knowledge  
exchange and support.

We respect diversity.  
All people are unique and we welcome those  
differences. We believe strength lies in a  
creative diversity of programs and the cultural  
diversity of the community.

We rely on each other  
to be honest, clear, direct and positive. We  
encourage constructive feedback and respect  
confidences. We support the mandate of the  
Habitat and creative partnerships, growth  
comes from integrity.

We are accountable  
to ourselves, each other and the community.  
We are proactive, solution seekers, and  
lead by example. We encourage involvement in,  
not only the Habitat, but the community of Jasper.

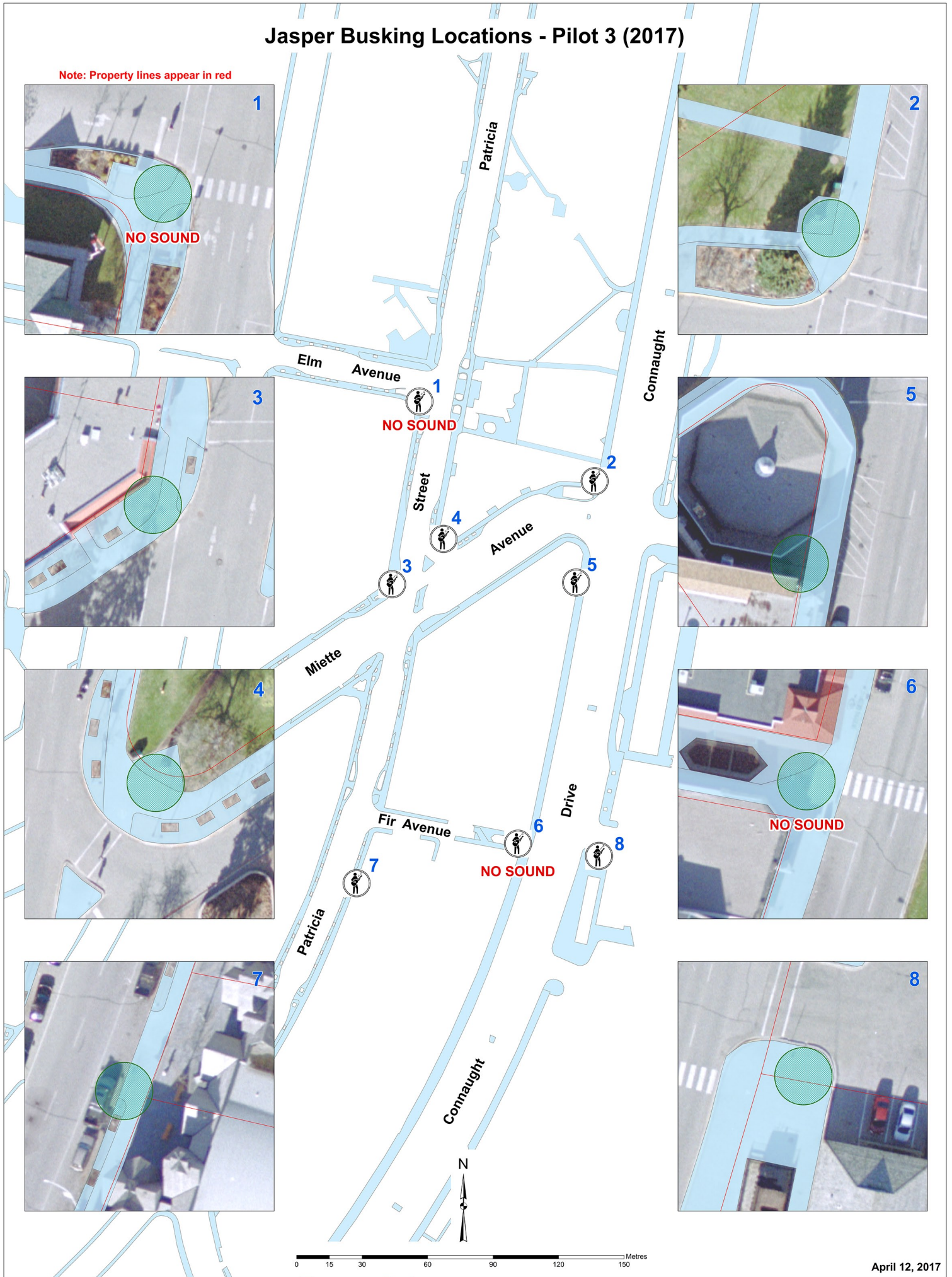
We respect the environment  
and acknowledge how fortunate we are to be  
located on the traditional lands of  
Treaty 6&8 and Metis and Non Status  
First Nations communities.  
All actions reflect this respect to minimize  
our impact on the land and Jasper National Park.

We value community.  
One definition for 'habitat' is where humans exist  
and interact. By including community Jasper's  
habitat provides a natural environment where  
the arts and people can exist and grow in balance.



# Jasper Busking Locations - Pilot 3 (2017)

Note: Property lines appear in red





## **REQUEST FOR DECISION**

Subject: 2017 Operating Budget

Prepared by: Natasha Malenchak, Director of Finance and Administration

Reviewed by: Mark Fercho, CAO and Christine Nadon, Legislative Services Manager

Date – Public Meetings: November 28 & 29, 2016

Date – Notice: December 6, 2016

Date – Decision: May 2, 2017

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### **Recommendation:**

- That Council include \$10,000 for asbestos abatement at the Jasper Arena in the 2017 operating budget.
- That Council decrease the Council budget by \$20,000 in the 2017 operating budget.
- That Council include \$167,383 for the Jasper Municipal Library in the 2017 operating budget.
- That Council include \$49,000 for the Jasper Museum and Archives in the 2017 operating budget, with expenditure of the funds subject to approval by a separate Council resolution.
- That Council include \$5,000 for the mountain bike park (Jasper Park Cycling Association) in the 2017 operating budget, with expenditure of the funds subject to approval by a separate Council resolution.
- That Council approve the 2017 operating budget in the amount of \$21,184,521.

### **Background:**

Administration presented the proposed budget to Council and members of the public on November 28 & 29, 2016 with a proposed tax increase of 3.01%, which was adjusted to 2.9% following the review of 2016 budget actuals, and further reduced to 2.8% following the removal of the Hakone Exchange line item (\$10,000).

Utility rates for 2017 were approved through the *Levy and Collection of Utility Fees Bylaw 2017 (#198)* in December 2016. The 2017 capital budget was also approved by Council in December 2016, with the exception of the bike park items. The capital funding request has since been withdrawn by the Jasper Park Cycling Association.

**Strategic Relevance:**

- Governance – Provide quality municipal services to the community
- Governance – Provide open, accountable and accessible government
- Fiscal Health – Enhance the municipal budget process
- Communications – Improve communication with residents
- Communications – Increase opportunities for public engagement

**Follow up actions:**

- Director of Finance and Administration to present the tax rate bylaw to Council for approval.
- Once the bylaw is approved, tax notices can be mailed out to property owners.

**Attachments:**

- Departmental budgets summary
- 2017 net tax envelope



**MUNICIPALITY OF JASPER**  
**Operating Budget**  
**Finance & Administration**

	2016	2017	2018	2019
Revenue				
Taxation & Grants - Revenues	-11,813,168	-12,291,733	-12,509,066	-12,757,082
Legislative - Revenues	0	-35,725	0	0
Legislative Canada Day - Revenues	-3,000	-3,000	-3,060	-3,121
Legislative Contracted - Revenues	-2,600	-5,000	-5,100	-5,202
Council - Revenues	0	0	0	0
General Adm & Other - Revenues	-192,752	-146,947	-131,590	-134,222
Communications - Revenues	0	0	0	0
CUPE - Revenues	0	0	0	0
JC Housing Corporation - Revenues	-3,038	-23,099	-3,161	-3,224
Community Services	-12,900	-25,000	-25,000	-25,000
Total Revenues	-12,027,459	-12,530,504	-12,676,977	-12,927,852
Expense				
Taxation & Grants - Expenditures	5,068,876	5,324,851	5,110,798	5,147,221
Legislative - Expenditures	42,940	86,045	43,736	44,501
Legislative Canada Day - Expenditures	5,300	5,025	5,126	5,228
Legislative Contracted - Expenditures	10,100	10,100	10,302	10,508
Council - Expenditures	251,236	274,186	279,670	285,263
General Adm & Other - Expenditures	1,097,128	1,082,595	1,077,247	1,109,520
Communications - Expenditures	113,900	121,595	123,034	126,906
CUPE - Expenditures	4,091	4,234	4,383	4,536
JC Housing Corporation - Expenditures	30,100	52,402	53,687	55,007
Community Services	15,000	50,000	53,000	53,000
Total Expense	6,638,672	7,011,032	6,760,982	6,841,690
<b>Net Surplus/-Deficit</b>	<b>5,388,787</b>	<b>5,519,472</b>	<b>5,915,994</b>	<b>6,086,161</b>



**MUNICIPALITY OF JASPER**  
**Operating Budget**  
**Emergency Services**

	2016	2017	2018	2019
Revenue				
Fire & Emergency Measures - Revenues	-317,881	-338,077	-344,838	-351,735
By-Laws Enforcement & Other - Revenues	-156,000	-205,800	-190,800	-190,800
Domestic Animal Building - Revenues	0	0	0	\$ Inc Dec
Health and Safety - Revenues	0	0	0	0
Total Revenues	-473,881	-543,877	-535,638	-542,535
Expense				
Fire & Emergency Measures - Expenditures	877,473	917,957	939,171	1,018,811
By-Laws Enforcement & Other - Expenditures	323,743	367,795	379,564	391,723
Domestic Animal Building - Expenditures	10,841	12,191	11,984	12,284
Health and Safety - Expenditures	36,990	32,969	34,123	35,317
Total Expense	1,249,048	1,330,913	1,364,842	1,458,136
<b>Net Surplus/-Deficit</b>	<b>-775,167</b>	<b>-787,036</b>	<b>-829,204</b>	<b>-915,601</b>

**MUNICIPALITY OF JASPER**  
**Operating Budget**  
**Operations**

Increase:

	2016	2017	2018	2019
Revenue				
Housing Operations - Revenues	-79,383	-81,694	-83,328	-84,995
Grounds-Ops - Revenues	-78,616	-102,570	-104,621	-106,714
AMA, Log Cabin, River Runner & Connaught Washrooms - Revenues	0	0	0	0
Cemeteries & Crematoriums - Revenues	-7,223	-7,223	-7,367	-7,515
Maintenance-General - Revenues	-376,522	-388,702	-401,584	-414,902
Roads, Streets, Walks, Lights - Revenues	0	0	0	0
Public Works Building - Revenues	-114,594	-116,886	-119,224	-121,608
Enviromental Stewardship - Revenues	-85,000	-86,000	-87,500	-88,813
	<u>-741,338</u>	<u>-783,075</u>	<u>-803,624</u>	<u>-824,546</u>
UT Revenue:				
Water Supply & Distribution - Revenues	-1,023,321	-1,058,010	-1,084,460	-1,141,624
Sanitary Sewage Serv & Treat. - Revenues	-1,576,301	-1,622,513	-1,646,889	-1,701,853
Garbage Collection & Disposal - Revenues	-892,662	-936,623	-961,722	-1,017,546
Recycling-Operations - Revenues	-157,685	-212,548	-218,952	-245,558
	<u>-3,649,969</u>	<u>-3,829,694</u>	<u>-3,912,022</u>	<u>-4,106,581</u>
Total Revenues	<u>-4,391,307</u>	<u>-4,612,769</u>	<u>-4,715,646</u>	<u>-4,931,127</u>
Expense				
Housing Operations - Expenditures	77,444	80,963	80,509	85,206
Grounds-Ops - Expenditures	564,289	596,787	614,723	633,228
AMA, Log Cabin, River Runner & Connaught Washrooms - Expenditures	204,671	183,676	187,350	233,530
Cemeteries & Crematoriums - Expenditures	32,843	33,119	34,919	36,025
Maintenance-General - Expenditures	376,522	396,162	409,193	422,664
Roads, Streets, Walks, Lights - Expenditures	1,069,167	1,114,232	1,141,244	1,276,962
Public Works Building - Expenditures	214,215	225,560	228,204	230,901
Enviromental Stewardship - Expenditures	170,000	172,263	175,268	176,274
	<u>2,709,151</u>	<u>2,802,762</u>	<u>2,871,411</u>	<u>3,094,789</u>
UT Expense				
Water Supply & Distribution - Expenditures	1,023,321	1,058,010	1,084,460	1,141,625
Sanitary Sewage Serv & Treat. - Expenditures	1,576,301	1,622,513	1,646,889	1,701,853
Garbage Collection & Disposal - Expenditures	892,662	936,623	961,722	1,017,546
Recycling-Operations - Expenditures	206,115	212,548	218,952	245,558
	<u>3,698,399</u>	<u>3,829,694</u>	<u>3,912,022</u>	<u>4,106,581</u>
Total Expense	<u>6,407,550</u>	<u>6,632,456</u>	<u>6,783,433</u>	<u>7,201,370</u>
<b>Net Surplus/-Deficit</b>	<u><b>-2,016,243</b></u>	<u><b>-2,019,687</b></u>	<u><b>-2,067,787</b></u>	<u><b>-2,270,243</b></u>

**MUNICIPALITY OF JASPER**  
**Operating Budget**  
**CFS**

	2016	2017	2018	2019
Revenue				
Family & Community Support - Revenues	-120,923	-163,523	-166,603	-169,008
Chips	-1,500	-1,530	-1,561	-1,592
Jasper Children's Centre Daycare - Revenues	-745,517	-1,413,613	-1,441,451	-1,470,181
Jasper Children's Centre OOSC - Revenues	-186,706	-200,637	-207,082	-213,741
Community Outreach Services - Revenues	-18,018	-31,850	-31,850	-31,850
Breakfast Learning Program - Revenues	-700	-700	-700	-700
Community Outreach Worker - Revenues	-493,019	-495,447	-505,081	-505,081
Peer Support Program - Revenues	-250	-250	-250	-250
Community Dinners - Revenues	-7,000	-7,000	-7,000	-7,000
Parent Link - Revenues	-6,700	-16,700	-16,700	-16,700
Total Revenues	-1,580,333	-2,331,250	-2,378,278	-2,416,103
Expense				
Family & Community Support - Expenditures	259,995	310,062	318,528	327,776
Chips	1,500	1,530	1,561	1,592
Jasper Children's Centre Daycare - Expenditures	908,487	1,582,127	1,618,283	1,655,669
Jasper Children's Centre OOSC - Expenditures	196,319	206,637	213,704	221,016
Community Outreach Services - Expenditures	107,790	126,893	128,998	131,173
Breakfast Learning Program - Expenditures	700	700	700	700
Community Outreach Worker - Expenditures	493,019	495,447	505,081	505,081
Peer Support Program - Expenditures	250	250	250	250
Community Dinners - Expenditures	9,000	9,000	9,000	9,000
Parent Link - Expenditures	6,700	16,700	16,700	16,700
Total Expense	1,983,760	2,749,347	2,812,805	2,868,956
<b>Net Surplus/-Deficit</b>	<b>-403,427</b>	<b>-418,097</b>	<b>-434,527</b>	<b>-452,853</b>



**MUNICIPALITY OF JASPER**  
**Operating Budget**  
**Culture and Recreation**

Revenue

	2016	2017	2018	2019
Museum - Revenues	-200	-200	-200	-200
Culture and Rec Board - Revenues	0	0	0	0
Activity Centre - Revenues	-109,150	-114,506	-116,796	-119,132
Grounds-Rec - Revenues	-9,370	-9,557	-11,000	-11,220
Connaught Washrooms - Revenues	0	0	0	0
Skatepark - Revenues	0	0	0	0
Getaway and Sport Camps - Revenues	-224,400	-219,000	-223,380	-227,848
Volunteer Appreciation - Revenues	-2,600	-2,600	-2,652	-2,705
Library - Revenues	-81,200	-57,324	-58,470	-59,640
Arena - Revenues	-245,270	-251,400	-206,920	-259,112
Fitness & Aquatic Centre - Revenues	-496,700	-511,533	-324,879	-532,199
Rec/Parks Recapitalization - Revenues	0	0	0	0
<b>Total Revenues</b>	<b>-1,168,890</b>	<b>-1,166,120</b>	<b>-944,298</b>	<b>-1,212,056</b>

Expense

Museum - Expenditures	49,322	49,200	49,200	49,200
Culture and Rec Board - Expenditures	1,500	1,530	1,561	1,592
Recreation General - Expenditures	223,515	246,161	252,566	259,146
Activity Centre - Expenditures	673,982	695,698	708,497	729,793
Grounds-Rec - Expenditures	16,730	16,994	17,451	17,921
Connaught Washrooms - Expenditures	36,919	38,825	40,097	41,411
Skatepark - Expenditures	3,165	8,165	8,228	8,293
Getaway and Sport Camps - Expenditures	154,055	153,340	156,993	160,740
Volunteer Appreciation - Expenditures	8,100	8,100	8,262	8,427
Library - Expenditures	296,090	306,255	313,148	320,205
Arena - Expenditures	516,691	494,000	488,934	515,316
Fitness & Aquatic Centre - Expenditures	982,270	1,036,034	1,065,439	1,095,736
Rec/Parks Recapitalization - Expenditures	398,500	406,470	449,000	482,200

<b>Total Expense</b>	<b>3,360,840</b>	<b>3,460,772</b>	<b>3,559,376</b>	<b>3,689,979</b>
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<b>Net Surplus/-Deficit</b>	<b>-2,191,950</b>	<b>-2,294,652</b>	<b>-2,615,078</b>	<b>-2,477,924</b>
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# MUNICIPALITY OF JASPER

## 2017 NET TAX ENVELOPE

By Department

Department	Revenue			
	2016	2017	\$ Inc Dec	% Inc Dec
Operations (less utilities)	656,338	697,075	40,737	6.21%
Environmental Stewardship	85,000	86,000	1,000	1.18%
Culture and Recreation	1,087,490	1,108,596	21,106	1.94%
Library & Cultural Centre	81,200	57,324	-23,876	-29.40%
Museum	200	200	0	0.00%
Administration	4,857,240	5,141,512	284,273	5.85%
Municipal Taxes	7,167,181	7,365,893	198,712	2.77%
Community Family Service	1,580,333	2,331,250	750,918	47.52%
Protective Services	473,881	543,877	69,996	14.77%
Jasper Community Housing Cooperation	3,038	23,099	20,061	660.33%
<b>Total Revenue</b>	<b>15,991,900</b>	<b>17,354,827</b>	<b>1,362,927</b>	<b>8.52%</b>
UTILITIES	3,649,969	3,829,694	179,725	4.92%
	<b>19,641,869</b>	<b>21,184,521</b>	<b>1,542,652</b>	



# MUNICIPALITY OF JASPER

## 2017 NET TAX ENVELOPE

By Department

Department	Expense			
	2016	2017	\$ Inc Dec	% Inc Dec
Operations (less utilities)	2,539,151	2,630,499	91,347	3.60%
Environmental Stewardship	170,000	172,263	2,263	1.33%
Culture and Recreation	3,015,428	3,105,317	89,890	2.98%
Library & Cultural Centre	296,090	306,255	10,164	3.43%
Museum	49,322	49,200	-122	-0.25%
Administration	5,813,183	6,153,556	340,373	5.86%
Land Rent and Planning	630,388	637,435	7,046	1.12%
General Capital	165,000	167,640	2,640	1.60%
Community Family Service	1,983,760	2,749,347	765,588	38.59%
Protective Services	1,249,048	1,330,913	81,865	6.55%
Jasper Community Housing Cooperation	30,100	52,402	22,302	74.09%
<b>Total Expenditure</b>	<b>15,941,470</b>	<b>17,354,826</b>	<b>1,413,356</b>	<b>8.87%</b>
UTILITIES	3,698,399	3,829,694	131,295	3.55%
	<b>19,639,869</b>	<b>21,184,520</b>	<b>1,544,651</b>	



# MUNICIPALITY OF JASPER

## 2017 NET TAX ENVELOPE

By Department

Department	2016	2017	2016 Net Tax Envelope	2017 Net Tax Envelope	2017 \$ Inc Dec	2017 % Inc Dec
Operations	2,539,151	2,630,499	1,882,813	1,933,423	50,610	2.7%
Enviromental Stewardship	170,000	172,263	85,000	86,263	1,263	1.5%
Culture and Recreation	3,015,428	3,105,317	1,927,938	1,996,721	68,783	3.6%
Library & Cultural Centre	296,090	306,255	214,890	248,931	34,040	15.8%
Museum	49,322	49,200	49,122	49,000	-122	-0.2%
Administration	5,813,183	6,153,556	955,944	1,012,044	56,100	5.9%
Land Rent and Planning	630,388	637,435	630,388	637,435	7,046	1.1%
General Capital	165,000	167,640	165,000	167,640	2,640	1.6%
Community Family Service	1,983,760	2,749,347	403,427	418,097	14,670	3.6%
Protective Services	1,249,048	1,330,913	775,167	787,036	11,870	1.5%
Jasper Community Housing Cooperation	30,100	52,402	27,062	29,303	2,241	8.3%
<b>TOTAL</b>	<b>15,941,470</b>	<b>17,354,826</b>	<b>7,116,751</b>	<b>7,365,893</b>	<b>249,142</b>	<b>3.5%</b>
UTILITIES	3,698,399	3,829,694	48,430	0	-48,430	-100.0%
	<b>19,639,869</b>	<b>21,184,520</b>	<b>7,165,181</b>	<b>7,365,893</b>	<b>200,712</b>	<b>2.8%</b>
					<b>Increase:</b>	<b>2.80%</b>



## REQUEST FOR DECISION

Subject: 2017 Municipal Election – Returning Officer  
Prepared by: Christine Nadon, Legislative Services Manager  
Reviewed by: Mark Fercho, CAO  
Date – Notice: May 2, 2017  
Date – Decision: May 16, 2017

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### **Recommendation:**

That Council appoint Joyce Petura as Returning Officer for the 2017 municipal election.

### **Background:**

Returning Officers must be appointed by Council under the Local Authorities Elections Act (LAEA). Joyce Petura was the Deputy Returning Officer during the 2013 municipal election.

### **Relevant Legislation:**

Local Authorities Elections Act.

### **Fiscal:**

The 2017 operating budget includes \$11,000 to cover the direct costs associated with the municipal election, including hiring, training, wages, supplies, printing and advertising.

### **Follow up Actions:**

Once appointed, the returning officer will hire staff to carry out the 2017 municipal election and arrange for appropriate training. The returning officer duties are described in section 14 of the LAEA.

### **Communication:**

The returning officer provides public notices which are consistent with the LAEA and regulations dealing with public notification for nominations and elections. Local newspapers and the municipal website will be utilized.





*Office of the Mayor*

May 2, 2017

Matt Staneland  
Jasper Park Cycling Association  
Box 2554, Jasper, AB T0E 1E0

**Re: Letter of Support, Jasper Park Cycling Association**

Mr. Staneland;

On behalf of the Municipality of Jasper, I am pleased to provide this letter of support for the Jasper Park Cycling Association's proposal to build a mountain bike skills park in Jasper, Alberta. We believe the project will enhance the recreational, educational and tourism opportunities available in Jasper, and support Council's priority of supporting community health.

The Municipality of Jasper has worked with Parks Canada and the Jasper Park Cycling Association to dedicate land for the project, which is a significant step for new developments in a national park. The Municipality of Jasper also plans to enter into a Memorandum of Understanding with the Jasper Park Cycling Association, outlining each party's role in the project.

The Jasper Park Cycling Association will take responsibility to lead the fundraising, design and construction of the Jasper Mountain Bike Skills Park. We look forward to continuing to work with the Jasper Park Cycling Association for the creation of this exciting new addition to our community.

Sincerely,

Richard G. Ireland  
Mayor  
Municipality of Jasper

# Municipality of Jasper

## Motions List

Regular meeting, Tuesday, May 2, 2017



### 1. Additions to Agenda

BE IT RESOLVED THAT Council agree to add/delete the following items to today's regular meeting agenda.

### 2. Approval of Agenda

BE IT RESOLVED THAT Council approve the agenda for the regular meeting of Tuesday, May 2, 2017 as presented.

### 3. Approval of Minutes

BE IT RESOLVED THAT Council approve the minutes for the April 18, 2017 regular Council meeting as presented.

### 4. Bylaw #201 – Inter-Municipal Assessment

#### *1<sup>st</sup> and 2<sup>nd</sup> reading*

BE IT RESOLVED THAT Council read, for the first and second time, Bylaw #201, being a bylaw of the Municipality of Jasper to authorize the Mayor and Chief Administrative Officer to establish an inter-municipal assessment review board.

### 5. Request for Decision: Busking Pilot Project # 3, for 2017

BE IT RESOLVE THAT Council Approve a Busking Permit to Habitat for the Arts for a 2017 Busking Pilot Project #3, prior to determining future of busking in Jasper.

### 6. Request for Decision: 2017 Operating Budget

#### *Asbestos abatement*

BE IT RESOLVED THAT Council include \$10,000 for asbestos abatement at the Jasper Arena in the 2017 operating budget.

### 7. Request for Decision: 2017 Operating Budget

#### *Council's budget*

BE IT RESOLVED THAT Council decrease the Council budget by \$20,000 in the 2017 operating budget.

### 8. Request for Decision: 2017 Operating Budget

#### *Jasper Municipal Library*

BE IT RESOLVED THAT Council include \$167,383 for the Jasper Municipal Library in the 2017 operating budget.

### 9. Request for Decision: 2017 Operating Budget

#### *Jasper Museum and Archives*

BE IT RESOLVED THAT Council include \$49,000 for the Jasper Museum and Archives in the 2017 operating budget, with expenditure of the funds subject to approval by a separate Council resolution.

### 10. Request for Decision: 2017 Operating Budget

#### *Jasper Mountain Bike Skills Park*

BE IT RESOLVED THAT Council include \$5,000 for the mountain bike park (Jasper Park Cycling Association) in the 2017 operating budget, with expenditure of the funds subject to approval by a separate Council resolution.

# Municipality of Jasper

## Motions List

Regular meeting, Tuesday, May 2, 2017



### 11. Request for Decision: 2017 Operating Budget

BE IT RESOLVED THAT Council approve the 2017 operating budget in the amount of \$21,184,521.

### 12. Adjournment

BE IT RESOLVED THAT, there being no further business, the regular meeting of May 2, 2017 be adjourned at \_\_\_\_\_ p.m.