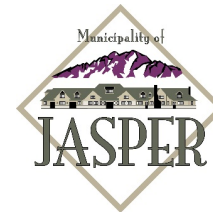


MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

June 15, 2021 | 9:30 am
Conducted virtually through Zoom



Notice: Meetings are currently being conducted virtually. Public viewing and public participation during Council meetings will continue through Zoom live-streaming. Council meetings are also archived on YouTube for viewing anytime. **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**
- 2 APPROVAL OF AGENDA**
 - 2.1 Regular meeting agenda, June 15, 2021 attachment
- 3 APPROVAL OF MINUTES**
 - 3.1 Regular meeting minutes, June 1, 2021 attachment
- 4 PRESENTATIONS**
 - 4.1 Jasper Connaught Offsite Services Project Update – *John Greathead* verbal
 - 4.2 Fire Department Update – *Mathew Conte* verbal
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
- 7 BYLAWS**
 - 7.1 Bylaw Summary attachment
 - 7.2 Code of Conduct for Elected Officials Bylaw – 3rd reading attachment
 - 7.3 Rotation of Ballots Bylaw 2021 – 3rd reading attachment
 - 7.4 Temporary Compulsory Face Covering Repeal Bylaw – All 3 readings attachment
- 8 REQUESTS FOR DECISION**
 - 8.1 Municipal Face Covering Mandates – Conduct in Public Places Bylaw attachment
 - 8.2 Input for Draft JNP Management Plan attachment
 - 8.3 Appointments to Regional Assessment Review Board attachment
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
 - 9.1 2021 Transit/Shuttle Proposal – Paul Hardy, SunDog Tour Co. attachment
 - 9.2 Support for Shuttle Service – James Jackson, Tourism Jasper attachment
- 10 OTHER NEW BUSINESS**
- 11 COUNCILLOR REPORTS**
 - [11.1 Council’s appointments to boards and committees](#)
- 12 UPCOMING EVENTS**
 - June 19: CFWY Lemonade Day
- 13 ADJOURNMENT**

Please note: All regular and committee meetings of Council are video recorded and archived on YouTube.

Municipality of Jasper

Strategic Priorities 2018-2022

Council's aspiration is the continued enhancement of Community Health within the framework of the effective, efficient and fiscally responsible provision of municipal services.

To achieve that aspiration, Council has identified six priority areas on which to focus its efforts during the next four years.

Council's Mission

Council's mission is to advance the community's vision and interests by:

- fostering positive relationships;
- responsibly managing municipal finances and assets (through committed adherence to the municipal Asset Management Plan); and
- delivering municipal service levels effectively, efficiently and affordably.



Municipality of Jasper
Regular Council Meeting Minutes
Tuesday, June 1, 2021 | 9:30 am
Conducted virtually through Zoom

Virtual viewing and participation	This meeting was conducted virtually through Zoom. Public viewing and public participation during Council meetings is through Zoom livestreaming.
Present	Mayor Richard Ireland, Deputy Mayor Jenna McGrath, Councillors Paul Butler, Bert Journault, Scott Wilson and Rico Damota Councillor Helen Kelleher-Empey joined later in the meeting.
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Legislative Services Manager Natasha Malenchak, Director of Finance and Administration Kayla Byrne, Legislative Services Coordinator John Greathead, Director of Operations Rick Bidaisee, Jasper RCMP Sergeant Nancy Robbins, CFWY James Jackson, Economic Recovery Task Force Vaughn Bend, Wayne Drysdale & Tamara Wuttunee-Campbell, Aquatera Bob Covey, Jasper Local newspaper 18 observers
Call to order	Mayor Ireland called the meeting to order at 9:32am.
Moment of silence	Council held a moment of silence to acknowledge the memory of the 215 children whose remains were discovered at the Kamloops Residential School and to honour their families.
Approval of agenda #233/21	MOTION by Councillor McGrath – BE IT RESOLVED that Council approve the agenda for the June 1, 2021 meeting as presented. FOR 6 Councillors AGAINST 0 Councillors CARRIED
Approval of regular minutes #234/21	MOTION by Councillor Damota – BE IT RESOLVED that Council approve the minutes of the May 18, 2021 regular meeting as presented. FOR 6 Councillors AGAINST 0 Councillors CARRIED
Jasper Police Updates	Jasper RCMP Sergeant Rick Bidaisee shared local policing statistics, trends and staffing levels from the past year. Sgt. Bidaisee also provided an update on the new RCMP building which is slated to be built beside the Sawridge Inn. The project is currently on hold and archaeological components are still under review.

Councillors requested a copy of Sgt. Bidaisee's report.

Jasper Downtown Revitalization Study Community Futures West Yellowhead (CFWY) surveyed 92 Jasper businesses and 292 residents to complete its Jasper Downtown Revitalization Project Report. CFWY General Manager Nancy Robbins presented the report's findings, which focused on community events, outdoor patios, parking, street closures, improvements to the downtown, safety and accessibility.

The full report is in the June 1, 2021 agenda package.

Presentation from Aquaterra In March, Council directed staff to enter into contract negotiations with Aquatera Utilities Inc. for a 10-year operating contract of the Jasper Wastewater Treatment Plant (WWTP). By way of introduction to the community and Council, representatives from Aquatera provided a presentation highlighting company expertise and how it plans to work with the Municipality to provide exemplary services.

Councillor Kelleher-Empey Councillor Kelleher-Empey joined the meeting at 10:35am.

Economic Recovery Task Force Recommendations In response to the COVID-19 pandemic, in April of last year, Council voted to establish the COVID-19 Economic Recovery Task Force. The group, which consists of eight local stakeholder organizations, has met at least once a month to develop recommended actions that can help aid Jasper's recovery from the economic impacts from the pandemic. Task Force member James Jackson presented those actions at the June 1 Council meeting.

The recommended actions fall under six themes: operational, financial, infrastructure and transportation, social, promotion and advocacy, and economic growth.

The full report is in the June 1, 2021 agenda package.

Recess Mayor Ireland called a recess from 11:16am – 11:25am.

Business arising from the minutes Councillors inquired about progress on the lowering of speed limits along Bonhomme Street and Cabin Creek Drive; and inquired about the installation of a pedestrian crosswalk. Administration confirmed the new speed limit signs have been installed and the crosswalk should be installed next week.

Taxation Rates & Ratio Comparisons Council received an information report comparing alternate tax rate ratios.

Bylaw Summary Council received a summary of bylaws currently in force and those in various stages of readings.

Taxation Rates Bylaw 2021 – 2 nd reading	MOTION Councillor Wilson – BE IT RESOLVED that Council read for the second time, Bylaw #236 – Taxation Rates Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2021 taxation year.						
Amending motion #235/21	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council amend Councillor Wilson’s motion to read for the second time, Bylaw #236 – Taxation Rates Bylaw 2021 with the following change to the tax rate ratio: <ul style="list-style-type: none"> • Change the tax rate ratio from 5.1:1 to 4.9:1 						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>3 Councillors</td> <td>4 Councillors (Mayor Ireland, Councillors McGrath, Damota & Wilson)</td> <td>DEFEATED</td> </tr> </table>	FOR	AGAINST		3 Councillors	4 Councillors (Mayor Ireland, Councillors McGrath, Damota & Wilson)	DEFEATED
FOR	AGAINST						
3 Councillors	4 Councillors (Mayor Ireland, Councillors McGrath, Damota & Wilson)	DEFEATED					
Second amending motion #236/21	MOTION by Councillor Butler – BE IT RESOLVED that Council amend Councillor Wilson’s motion to read for the second time, Bylaw #236 – Taxation Rates Bylaw 2021 with the following change to the tax rate ratio: <ul style="list-style-type: none"> • Change the tax rate ratio from 5.1:1 to 5:1 						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>4 Councillors</td> <td>3 Councillors (Mayor Ireland, Councillors McGrath, & Wilson)</td> <td>CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	3 Councillors (Mayor Ireland, Councillors McGrath, & Wilson)	CARRIED
FOR	AGAINST						
4 Councillors	3 Councillors (Mayor Ireland, Councillors McGrath, & Wilson)	CARRIED					
Taxation Rates Bylaw 2021 – 2 nd reading #237/21	MOTION by Councillor Journault – BE IT RESOLVED that Council read, as amended, for the second time, Bylaw #236 – Taxation Rates Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2021 taxation year.						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>5 Councillors</td> <td>2 Councillors (Councillors McGrath & Wilson)</td> <td>CARRIED</td> </tr> </table>	FOR	AGAINST		5 Councillors	2 Councillors (Councillors McGrath & Wilson)	CARRIED
FOR	AGAINST						
5 Councillors	2 Councillors (Councillors McGrath & Wilson)	CARRIED					
Parks Canada certification	Proof of certification from Parks Canada for a third and final reading of the Taxation Rates Bylaw was not included in the June 1 agenda package, but was received by Administration prior to the June 1 meeting.						
Taxation Rates Bylaw 2021 – 3 rd reading #238/21	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read, as amended, for the third and final time, Bylaw #236 – Taxation Rates Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2021 taxation year.						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>5 Councillors</td> <td>2 Councillors (Councillors McGrath & Wilson)</td> <td>CARRIED</td> </tr> </table>	FOR	AGAINST		5 Councillors	2 Councillors (Councillors McGrath & Wilson)	CARRIED
FOR	AGAINST						
5 Councillors	2 Councillors (Councillors McGrath & Wilson)	CARRIED					
Code of Conduct for Elected	MOTION by Councillor McGrath – BE IT RESOLVED that Council read for the second time, Bylaw #235: Code of Conduct for Elected Officials Bylaw, being a bylaw of						

Officials Bylaw – 2 nd reading #239/21	the Specialized Municipality of Jasper in the province of Alberta to establish a Code of Conduct for members of council.	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Rotation of Ballots Bylaw 2021 – 1st reading #240/21	MOTION by Councillor Journault – BE IT RESOLVED that Council read for the first time, Bylaw #237 – Rotation of Ballots Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2021 municipal election.	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Rotation of Ballots Bylaw 2021 – 2 nd reading #241/21	MOTION by Councillor Journault – BE IT RESOLVED that Council read for the second time, Bylaw #237 – Rotation of Ballots Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2021 municipal election.	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
2021 Municipal Election: Special Ballots #242/21	MOTION by Councillor Butler – BE IT RESOLVED that Council provide for Special Ballots for the 2021 municipal election pursuant to the Local Authorities Election Act. <ul style="list-style-type: none"> • Applications for Special Ballots may be made to the Returning Officer in writing; by telephone; in person; or by email. • Applications for Special Ballots must be submitted between September 1, 2021 and October 8, 2021. • The Special Ballot outer envelope must be forwarded so that it reaches the Returning Officer not later than October 15, 2021. 	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Advance vote #243/21	MOTION by Councillor McGrath – BE IT RESOLVED that Council provide for holding an Advance Vote for the 2021 municipal election, pursuant to the Local Authorities Election Act.	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Institutional vote #244/21	MOTION by Councillor Damota – BE IT RESOLVED that Council authorize the Returning Officer to designate the location of one or more institutional voting stations for the 2021 municipal election, pursuant to the Local Authorities Election Act.	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Wastewater Treatment Plant Contract Ratification #245/21

MOTION by Councillor Butler – BE IT RESOLVED that Council approve a 10-year operating contract with Aquatera Utilities Inc. for the operation of the Jasper Wastewater Treatment Plant (WWTP), effective June 1, 2021, with a transition of full-time operation from the Interim Operator dated July 1, 2021.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Due to technical difficulties, Councillor Kelleher-Empey was not present for the vote on the Wastewater Treatment Plant Contract Ratification.

Council Remuneration #246/21

MOTION by Councillor McGrath – BE IT RESOLVED that Council approve the current Council Compensation and Benefits structure and amounts for the 2021-2025 Council, subject to annual Consumer Price Index (CPI) increases.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Other new business

Councillors inquired about reviewing the Public Engagement Policy. Administration confirmed it will return to a future Committee of the Whole meeting with a report on policy development review strategies.

In alignment with Stage 3 of the Government of Alberta's Open for Summer Plan, Council is considering rescinding its decisions on compulsory face coverings for both outdoor spaces and within public buildings.

Council gave notice that it may make a decision to rescind motions #212/20 and #326/20, which through the existing Conduct in Public Places Bylaw, Council made face coverings, or face masks, compulsory in select outdoor public places. Should Council rescind those motions, such recessions will be effective upon whatever date the Province moves to Stage 3 of its Open for Summer Plan and would continue so long as the Province remains in Stage 3, recognizing the Province could revert back to Stage 2 should active COVID-19 cases begin to increase.

Municipal face covering mandates #247/21

Mayor Ireland ceded the chair to Deputy Mayor McGrath at 1:05pm to make the following motion:

MOTION by Mayor Ireland – BE IT RESOLVED that Council direct Administration to present to Council for first, second and potentially third reading at the June 15, 2021 regular meeting a draft bylaw to repeal the Temporary Compulsory Face Covering Bylaw, Bylaw #228, and amendments thereto, such repeal to be effective on such date as the Province moves to Stage 3 of its Open for Summer Plan.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mayor Ireland resumed the chair.

Council reports Councillors Wilson and Kelleher-Empey attended a Community Futures meeting and will attend the organization’s upcoming strategic priority meeting. Council is also invited to attend the organization’s upcoming annual general meeting.

Councillor McGrath continues to attend Community Conversations.

Councillor Journault will attend the TransCanada Yellowhead Highway Association’s annual general meeting.

Councillor Damota will attend a board development course.

Mayor Ireland attended a West Yellowhead Waste Management Authority meeting.

Upcoming events Council received a brief list of upcoming events.

Adjournment MOTION by Councillor Damota – BE IT RESOLVED that, there being no further
#248/21 business, the regular meeting of June 1, 2021 be adjourned at 1:12pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

Mayor

Chief Administrative Officer

Municipality of Jasper Bylaw Summary

Updated: 2021-06-11

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Date Forwarded	Date Certified
					First Reading	Second Reading	Third Reading & Approval		
238	Temporary Compulsory Face Covering Repeal Bylaw		228, 230 & 231		2021-Jun-15	2021-Jun-15	2021-Jun-15	2021-Jun-10	2021-Jun-11
237	Rotation of Ballots Bylaw 2021		204		2021-Jun-01	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
236	Taxation Rates Bylaw 2021		227		2021-May-18	2021-Jun-01	2021-Jun-01	2021-May-26	2021-May-28
235	Code of Conduct for Elected Officials Bylaw				2021-May-18	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
234	Supplementary Tax Bylaw 2021		225		2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
233	Supplementary Assessment of Improvements 2021		224		2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
232	Utility Fees Levy and Collection Bylaw 2021		226		2021-Jan-05	2021-Jan-05	2021-Jan-05	2020-Dec-24	2020-Dec-24
231	Temporary Compulsory Face Covering Amending Bylaw #2				2020-Dec-08	2020-Dec-08	2021-Jan-05	2020-Dec-09	2020-Dec-10
230	Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw				2020-Sept-08	2020-Sept-08	2020-Sept-15	2020-Sept-08	2020-Sept-10
229	CMHC Borrowing Bylaw 2020				2020-Aug-18	2020-Aug-18	2020-Sept-01	2020-Aug-18	2020-Aug-19
228	Temporary Compulsory Face Covering Bylaw				2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04
227	Tax Rates Bylaw 2020		217	236	2020-May-19	2020-May-19	2020-May-26	2020-May-19	2020-May-20
226	Utility Fees Levy and Collection Bylaw 2020 A	2021-Jan-05	223	232	2020-Apr-07	2020-Apr-07	2020-Apr-14	2020-Apr-07	2020-Apr-08
225	Supplementary Tax Bylaw 2020		214		2020-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
224	Supplementary Assessment of Improvements 2020		213		20-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
223	Utility Fees Levy and Collection Bylaw 2020		212		19-Dec-17	19-Dec-17	20-Jan-07	19-Dec-19	19-Dec-23
222	Records Management Bylaw				19-Nov-19			19-Nov-Byl	19-Nov-Byl2
221	Traffic Advisory Committee Repeal Bylaw		111		19-Oct-15	19-Nov-05	19-Nov-19	19-Oct-Byl	19-Oct-Byl2



**Certification of Municipality of Jasper
Bylaw #235
CODES OF CONDUCT BYLAW**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 235, which received its first reading on the 18th May, 2021 and second reading on the 1st day of June, 2021 by the Council of the Municipality hereby certify with respect to Bylaw #235 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 8th day of June, 2021.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #235**

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL.

WHEREAS, pursuant to section 146.1(1) of the Municipal Government Act, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 153 of the Municipal Government Act, councillors have a duty to adhere to the code of conduct established by council;

AND WHEREAS the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Municipality of Jasper;

AND WHEREAS the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

AND WHEREAS the Council of the Municipality of Jasper wishes to promote respect for individuals and each other; honesty and integrity; openness; willingness to listen; willingness to participate; commitment to task at hand; receptiveness to new ideas; dedication to preparation; mutual support through positive feedback; and speaking with one voice;

NOW THEREFORE the Council of the Municipality of Jasper, in the Province of Alberta, duly assembled, enacts as follows:

1. Citation

- 1.1. This Bylaw may be referred to as the "Council Code of Conduct Bylaw".
- 1.2. The Code of Conduct for Members of Council and Council Committees set out in Schedule 1 of the Municipality of Jasper Bylaw #190 "Procedure Bylaw" is hereby repealed.

2. Definitions

- 2.1. In this Bylaw, words have the meanings set out in the Act, except that:
 - 2.1.1. "*Act*" means the Municipal Government Act, RSA 2000, cM-26, and associated regulations, as amended;
 - 2.1.2. "*Administration*" means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the CAO;
 - 2.1.3. "*CAO*" means the chief administrative officer of the Municipality, or their delegate;
 - 2.1.4. "*Closed*" means a meeting closed to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA 2000, cF-25;
 - 2.1.5. "*FOIP*" means the Freedom of Information and Protection of Privacy Act, RSA 2000, cF-25, any associated regulations, and any amendments or successor legislation;
 - 2.1.6. "*Investigator*" means Council or the individual or body established by Council to investigate and report on a complaint;
 - 2.1.7. "*Member*" means a member of Council and includes a councillor or the Mayor;
 - 2.1.8. "*Municipality*" means the municipal corporation of the Municipality of Jasper.

3. Purpose and Application

- 3.1. The purpose of this Bylaw is to establish standards for the conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. Representing the Municipality

4.1. Members shall:

- 4.1.1. act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
- 4.1.2. perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency, while seeking to advance the common good of the community to the best of their knowledge and ability;
- 4.1.3. conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council;
- 4.1.4. avoid public comment on staff performance;
- 4.1.5. arrange their private affairs and conduct themselves in a manner that promotes public trust and confidence, and will bear close public scrutiny; and
- 4.1.6. for a period of twelve months after leaving office, abide by the standards of conduct listed in this bylaw, except those related to confidential information, which shall apply in perpetuity.

5. Communicating on Behalf of the Municipality

- 5.1. A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.3. A Member must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4. No Member shall make a statement when they know that statement is false.
- 5.5. No Member shall make a statement with the intent to mislead Council or members of the public.

6. Respecting the Decision-Making Process

- 6.1. Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
- 6.2. Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in a Closed session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3. Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

7. Adherence to Policies, Procedures and Bylaws

- 7.1. Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2. Members shall respect the Municipality as an institution, its bylaws, policies and procedures, and its personnel, and shall encourage public respect for the Municipality, its bylaws, policies and procedures, and its personnel.
- 7.3. A Member must not encourage disobedience of any law established by the Parliament of Canada, the Legislature of Alberta and any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

8. Respectful Interactions with Council Members, Staff, the Public and Others

- 8.1. Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2. Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3. No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 8.4. No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5. Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.
- 8.6. Members must not:
 - 8.6.1. involve themselves in matters of Administration, which fall within the jurisdiction of the CAO;
 - 8.6.2. use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
 - 8.6.3. maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

9. Confidential Information

- 9.1. Members must keep in confidence matters discussed in a Closed session of a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2. Members shall refrain from disclosing or releasing any confidential information acquired by virtue of their office except when required by law or authorized by Council to do so.
- 9.3. No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.

10. Conflicts of Interest

- 10.1. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3. Members shall approach decision-making with an open mind that is capable of persuasion.
- 10.4. It is the individual responsibility of each Member to seek independent legal advice, at the Member's sole expense, with respect to any situation which may result in that member being in a pecuniary or other conflict of interest.

11. Improper Use of Influence

- 11.1. No Member shall use the influence of the Member's office for any purpose other than for the proper exercise of the Member's official duties.
- 11.2. No Member shall act as an agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.

- 11.3. Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates.

12. Use of Municipal Assets and Services

- 12.1. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member.
- 12.2. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member, subject to the following limited exceptions:
 - 12.2.1. municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Member for personal use, including for election campaigns, upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges;
 - 12.2.2. electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, which are supplied by the Municipality to a Member, may be used by the Member for personal use, provided that the use is not for personal gain, offensive or inappropriate.
- 12.3. Members are stewards of public resources and shall avoid waste, abuse and extravagance in the use of public resources.
- 12.4. Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

13. Orientation and Other Training Attendance

- 13.1. Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office.
- 13.2. Unless excused by Council, every Member must attend any other training organized at the direction of Council for the benefit of Members throughout the Council term.

14. Gifts and Hospitality

- 14.1. Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.
- 14.2. Members may accept hospitality, gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation, provided that the value of the hospitality, gift or benefit does not exceed \$250.
- 14.3. Gifts received by a Member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the Municipality when the Member ceases to hold office.

15. Formal Complaint Process

- 15.1. Any person who has identified or witnessed conduct by a Member that the person reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
 - 15.1.1. All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - 15.1.2. All complaints shall be addressed and delivered to the CAO;
 - 15.1.3. The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
 - 15.1.4. If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;

- 15.1.5. Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
- 15.1.6. If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- 15.1.7. If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
- 15.1.8. A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;
- 15.1.9. A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense.

16. Compliance and Enforcement

- 16.1. Members shall uphold the spirit and intent of this Bylaw.
- 16.2. Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 16.3. No Member shall:
 - 16.3.1. undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - 16.3.2. obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 16.4. Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:
 - 16.4.1. a letter of reprimand addressed to the Member;
 - 16.4.2. requesting the Member to issue a letter of apology;
 - 16.4.3. publication of a letter of reprimand or request for apology and the Member's response;
 - 16.4.4. suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the Act;
 - 16.4.5. suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - 16.4.6. suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - 16.4.7. suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - 16.4.8. reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - 16.4.9. any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a councillor and the sanction is not contrary to

the Act.

17. Review

17.1. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of conduct expected of Members.

READ a first time this 18th day of May 2021

READ a second time this 1st day of June 2021

READ a third time and finally passed this ____ day of _____ 2021

Mayor

Chief Administrative Officer



**Certification of Municipality of Jasper
Bylaw #237
ROTATION OF BALLOTS BYLAW 2021**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 237, which received its first and second reading on the 1st day of June, 2021 by the Council of the Municipality hereby certify with respect to Bylaw #237 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 8th day of June, 2021.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



MUNICIPALITY OF JASPER
Bylaw #237

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE PRINTING OF BALLOTS IN LOTS FOR THE 2021 MUNICIPAL ELECTION.

Contents

1. Citation
2. Definitions
3. Printing of Ballots
4. Severance

PURPOSE

WHEREAS a general municipal election will be conducted in Jasper during the year 2021; and

WHEREAS the Municipal Government Act (Alberta) R.S.A. 2000, Chapter M-26 as amended provides for Council to pass bylaws for municipal purposes; and

WHEREAS pursuant to the provisions of the Local Authorities Election Act (Alberta), R.S.A. 2000, Chapter L-21, it is necessary that a municipal bylaw be passed not less than two months before an election to allow for the printing of ballots in lots providing for the rotation of the names of candidates;

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

1. Citation

- 1.1 This bylaw may be cited as the "Jasper Rotation of Ballots Bylaw 2021."
- 1.2 The Municipality of Jasper Bylaw #204, the "Jasper Rotation of Ballots Bylaw 2017" is hereby repealed.

2. Definitions

- 2.1 In this bylaw:
 - 2.1.1 "*Council*" shall mean the Council of the Municipality of Jasper;
 - 2.1.2 "*Returning Officer*" shall mean the person duly appointed to that position by Council for the 2021 municipal election.

3. Printing of Ballots

- 3.1 Council hereby directs the Returning Officer to ensure that ballots to be used during the 2021 municipal election shall be printed as follows:
 - 3.1.1 each ballot shall contain the name of each candidate;
 - 3.1.2 the names of the candidates on each ballot shall be arranged alphabetically in order of the surnames and, if two or more candidates have the same surname, the names of those candidates shall be arranged alphabetically in the order of their given names;
 - 3.1.3 ballots shall be printed in as many lots as there are candidates for the office;
 - 3.1.4 in the first lot the names of the candidates shall appear in alphabetical order;
 - 3.1.5 in the second lot the names shall appear in the same order, except that the first name in the first lot shall be placed last;
 - 3.1.6 in each succeeding lot, the order shall be the same as that of the preceding lot, except that the first name in the preceding lot shall be placed last; and
 - 3.1.7 tablets of ballots to be used at each voting station shall be made up by combining ballots from the different lots in regular rotations so that no two consecutive electors may receive ballot papers from the same lot, and so that each candidate's name shall appear first and in each other position substantially the same number of times on the ballot used.

4. Severance

- 4.1 If any section of the bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

Coming into Force

This bylaw shall come into force and effect on the final day of passing thereof.

READ a first time this 1st day of June, 2021.

READ a second time this 1st day of June, 2021.

READ a third time and finally passed this day of , 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**Certification of Municipality of Jasper
Bylaw #238
REPEAL TEMPORARY COMPULSORY FACE COVERING BYLAWS #228, #230 AND
#231**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 238, which will receive its first and second reading on the 15th day of June, 2021 by the Council of the Municipality hereby certify with respect to Bylaw #238 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 10th day of June, 2021.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #238**

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO REPEAL THE TEMPORARY COMPULSORY FACE COVERING BYLAWS #228, #230 AND #231.

WHEREAS on March 11, 2020 the World Health Organization declared a global pandemic related to the novel coronavirus and the spread of COVID-19;

AND WHEREAS Council deemed it expedient and desirable for the safety, health and welfare of the residents of Jasper and the visiting public to pass bylaws to make the wearing of face coverings compulsory in the Town of Jasper.

AND WHEREAS the Government of Alberta has announced that under Stage 3 of *Alberta's Open for Summer Plan*, indoor masking requirements will be lifted;

AND WHEREAS Council deems it expedient and desirable to repeal municipal compulsory face covering requirements in coordination with the change in directives from the Government of Alberta;

NOW THEREFORE the Council of the Municipality of Jasper, in the Province of Alberta, duly assembled, enacts:

1. CITATION

1.1. This Bylaw may be cited as the "Temporary Compulsory Face Covering Repeal Bylaw".

2. DEFINITIONS

2.1. In this Bylaw:

2.1.1. "*Council*" means the Council of the Municipality of Jasper;

2.1.2. "*Municipality of Jasper*" means the Specialized Municipality of Jasper in Jasper National Park in the Province of Alberta; and

3. TEMPORARY COMPULSORY FACE COVERING BYLAWS REPEAL

3.1. Council hereby repeals the Municipality of Jasper *Temporary Compulsory Face Covering Bylaw #228*.

3.2. Council hereby repeals the Municipality of Jasper *Temporary Compulsory Face Covering Bylaw Amending Bylaw #230*.

3.3. Council hereby repeals the Municipality of Jasper *Temporary Compulsory Face Covering Bylaw Amending Bylaw #2 #231*.

4. SEVERANCE

4.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

5. COMING INTO EFFECT

5.1. This bylaw shall come into force and effect on the first day the Government of Alberta enters Stage 3 of *Alberta's Open for Summer Plan*.

READ a first time this day of 2021

READ a second time this day of 2021

READ a third and finally passed this day of 2021

Mayor

Chief Administrative Officer

NOTICE OF MOTION

BE IT RESOLVED that Council rescind motions #212/20 and #326/20, such recessions to be effective and commence on such date as the Province of Alberta moves to “Stage 3” of its ‘Open for Summer Plan’, and to continuing for so long as the Province of Alberta remains in Stage 3 of its ‘Open for Summer Plan’.

To be discussed at Committee of the Whole on June 8, 2021, and presented for debate and decision on June 15, 2021.

This will co-ordinate the removal of our out-door masking requirement concurrent with the removal of all restrictions by the Province.

MOTION

BE IT RESOLVED that Council direct administration to present to Council for first, second and potentially third reading, at the June 15, 2021 regular meeting, a draft Bylaw to Repeal the Temporary Compulsory Face Coverings Bylaw #228 and amendments thereto, such repeal to be effective on such date as the Province moves to Stage 3 of its ‘Open for Summer Plan’.

Further Discussion can occur June 8 with Debate on June 15.

The Bylaw to repeal could, similar to the resolution to rescind the outdoor masking requirements, be worded to be effective concurrent with the Province moving to stage 3.

Alternatively, the Bylaw could make repeal effective upon 3rd reading.

Indoor masking requirements is an area covered by Provincial Health Orders. Although local requirements are slightly more restrictive than those at the Provincial level, workplace safety and customer safety are addressed at both levels. If Council repeals its Bylaw prior to removal of Provincial restrictions, the Provincial restrictions will continue to be in place until the Province moves to Stage 3. If we wait, particularly for third reading, we may be in a position where our bylaw remains active even after all Provincial restrictions have been removed.



REQUEST FOR DECISION

Subject: Input into JNP Draft Management Plan
From: Bill Given, Chief Administrative Officer
Date: June 15, 2021

Recommendation:

That Council formally approve a submission of input to Parks Canada on the Draft Management Plan for Jasper National Park.

Background:

Parks Canada has formally launched the second phase of public engagement on the Jasper National Park Draft Management Plan, and has invited Council of the Municipality of Jasper to provide input on the proposed plan. The results of the second engagement phase will help finalize the plan, after which it will be approved and tabled in Parliament and used to guide the overall direction of park management for the next 10 years.

The table to the right shows the hierarchy of documents that control and influence development matters in Jasper. The Jasper Management Plan is a high level document, and as such it can influence the documents below it.

Public consultation for the general public is now live at www.letstalkmountainparks.ca/Jasper. Feedback will be accepted until July 7, 2021.

Discussion:

While the whole Jasper Management Plan is important, much of its contents are focused on Parks matters outside of the Jasper townsite. This being the case, administration has focused section 7.1 “Community of Jasper” as the most relevant section. Administration’s recommended input is contained in the attachment.

Attachments:

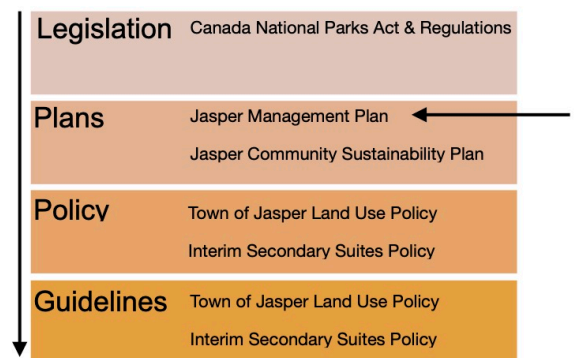
Suggested input from the Municipality of Jasper on the Draft JNP of Canada Management Plan

Strategic Relevance:

Council’s 2018-2022 Strategic Priorities

Financial:

There are no immediate financial implication of providing input.



Suggested input from the Municipality of Jasper on the Draft Jasper National Park of Canada Management Plan

Potential revisions noted in *italics, underlined and highlighted*.

7.1 Community of Jasper

Management Area Objective 1.1

Decisions about development, operation and management of the community are made *in collaboration with Jasper municipal council and* guided by the approved community plan for Jasper, which must be consistent with this park management plan and other applicable policies and legislation.

Targets

- The Jasper Community Sustainability Plan is reviewed and updated by 2025.
- *Parks Canada and the Municipality of Jasper work toward transitioning land-use planning and development authorities in the townsite to the municipality no later than 2030.*
- The local policy framework for townsite land use zoning is reviewed and updated.
- The development of new Land Use Planning Regulations and policies are supported to update the planning permit process and community zoning regulations.

Management Area Objective 1.2

New affordable housing is developed that is suitable for all stages of life and takes into account Jasper's socio-economic characteristics.

Targets

- Parks Canada and the Jasper Community Housing Corporation collaborate to release residential reserve lands to the Municipality of Jasper for affordable housing projects.
- All new commercial developments provide staff accommodation units as specified in applicable land use policies and regulations; *in consultation with the Municipality of Jasper* reduced parking may be considered where active transportation options are available.
- The long-term housing strategy continues to be implemented to address the housing shortage for Parks Canada staff.

Management Area Objective 1.3

New community development and redevelopment respect *the* existing *townsite boundary limits to development*, preserve Jasper's small mountain community and distinctive built heritage, contribute to environmental sustainability and provide for local participation.

Targets

- *Engage with Municipal Council and the community to review limits to growth and the commercial cap on development within the townsite.*
- Residents are involved in community planning initiatives and there is transparency and openness in the development review process.
- Parks Canada works with lessees to resolve non-conforming uses.

Management Area Objective 1.4

Residents, community organizations and businesses are stewards to protect the park environment at work and at home.

Targets

- Parks Canada community outreach programs target Jasper residents and the local tourism industry.
- *In collaboration with the Municipality of Jasper,* Parks Canada encourages and facilitates the removal of wildlife attractants from residential and commercial properties, and promotes management of domestic animals to minimize their effects on wildlife.
- New lighting meets dark sky guidelines, and residents and businesses are encouraged to replace existing lighting that is not dark sky compliant.
- Residents and businesses are aware of and act to limit the spread of invasive species and work to protect species at risk in construction projects and other activities.
- As active users of the trail network surrounding the community, Jasper residents are partners in addressing and preventing damage caused by unofficial trails and ensuring appropriate use of the existing trail network to reduce impacts on ecological integrity and wildlife disturbance.

Management Area Objective 1.5

The Municipality of Jasper and Parks Canada collaborate on issues of mutual importance and share information regularly about individual areas of responsibility.

Targets

- The effects of visitation on the community are better understood, and a plan to manage visitation growth and visitor events and activities staged from the townsite is developed collaboratively.
- *Parks Canada and the Municipality of Jasper work toward the elimination of the requirement for the municipality to pay land rent land rent by 2025.*
- *Jointly developed* environmental sustainability measures are promoted and implemented by the municipality with *financial* support from Parks Canada.
- Parks Canada and the municipality collaborate on emergency preparedness for the townsite.
- Fire smart program activities in and adjacent to the townsite continue to be completed collaboratively.
- Parks Canada and the Municipality of Jasper continue to monitor storm water quality and adopt best practices to improve storm water management, where feasible.
 - *Parks Canada, the Municipality and other local stakeholders collaborate on transportation of visitors to and within the community.*



REQUEST FOR DECISION

Subject: Appointments to Regional Assessment Review Board
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Legislative Services Manager
Reviewed by: Michelle Deschene, ARB Clerk
Date – Discussion: June 8, 2021
Date – Decision: June 15, 2021

Recommendation:

- That Council appoint Michelle Deschene as the Designated Clerk for the West Yellowhead Regional Assessment Review Board starting immediately, and ending on April 30, 2022.
- That Council appoint Paul Butler as the Designated Chair of the West Yellowhead Regional Assessment Review Board starting immediately, and ending on April 30, 2022. The Designated Chair's remuneration and expenses will follow the Municipality of Jasper *Council Member Compensation & Benefits Policy* (B-004) and *Staff and Councillor Expenses Policy* (B-007).

Background:

Council must appoint board members from time to time, and a Designated Chair and a Designated Clerk on an annual basis to meet the requirements of the *Regional Assessment Review Board Bylaw* (#210). The Designated Clerk and Designated Chair roles for the regional assessment review board rotate between partner communities, and are recommended by the Regional Board Review Committee, which consists of the clerks from each partner municipality.

The roles and responsibility for each position are outlined in provincial assessment legislation, and governed regionally by each community's *Regional Assessment Review Board Bylaw*. All municipalities participating in the regional board have passed the same bylaw to establish and set the parameters for the West Yellowhead Regional Assessment Review Board.

Next steps:

- Board members will be in communication with the Designated Clerk to discuss their availability and schedule hearings.

Attachments:

- [Regional Assessment Review Board Bylaw #210](#)



**Request for Financial Risk Mitigation Support
Transit / Shuttle Service – Summer 2021**

Background

After much discussion with business owners, stakeholders and a cross-section of the general public, we believe that a shuttle service between the largest campgrounds, busy outlying areas of Jasper and Jasper downtown would be beneficial to the entire community and will enhance the overall visitor experience in Jasper.

Public parking in the downtown core of Jasper has become an issue recently due to higher regional visitation and the introduction of patios in parking stalls. The lack of parking has the potential to discourage downtown visitation and frustrate both visitors and locals while increasing congestion and pollution levels. The reopening of Whistlers campground will compound current parking issues making public transportation alternatives a necessity.

I am proposing that the Municipality of Jasper, SunDog Tour Co., and Tourism Jasper enter a mutually beneficial 3-year commitment to establish a seasonal shuttle service.

Objective

Offer a convenient, efficient, affordable transportation service from campgrounds and high traffic outlying areas to Jasper’s downtown core to help offset parking limitations, encourage spending, reduce congestion, provide staff transportation options and to demonstrate to visitors that we are aware of logistical challenges and have been proactive in providing solutions.

Partnership

Given the devastating impact of COVID on Jasper’s business community, combined with the above-mentioned transportation issues this year, we believe this service is in the public interest and are formally requesting the Municipality of Jasper partner with SunDog Tour Co. and Tourism Jasper in managing the financial risk associated with launching a new shuttle service.

Proposed Schedule

Wapiti	8:30	10:00	12:30	2:00	3:30	5:00	6:15	7:30
Whistler	8:40	10:10	12:40	2:10	3:40	5:10	6:25	7:40
JAC	8:45	10:15	12:45	2:15	3:45	5:15	6:30	7:45
JPL (Lake Annette on demand)	9:00	10:30	1:00	2:30	4:00	5:30		
JPL (Return)	9:15	10:45	1:15	2:45	4:15	5:45		
JAC (Return to Campgrounds)	9:30	11:00	1:30	3:00	4:30	6:00	7:15	8:00 *Final Shuttle



Figure 8 total time: 52 mins

Figure 8 total KM: 30 km leaving shop, 27 km for route exclusive

We believe that the above schedule operates at appropriate, convenient times with ample regularity. The schedule is easy to understand, and it operates late enough in the day to encourage visitors to have dinner and drinks without having to concern themselves with driving.

I have been in contact with Parks Canada regarding signage, logistics (pick-up / drop locations, etc) and the possibility of handing out schedules as guests arrive. I am also investigating whether guests could be made aware of the service on the Parks Canada website, but I feel this is unlikely for Summer 2021.

We feel that having a Lake Annette pick-up / drop-off option will be beneficial to both visitors and locals. Last year saw vehicle traffic reach unmanageable levels that became a safety concern and required RCMP traffic management on high visitation days.

Pricing Rationale

We believe that utilization of the service will be dramatically impacted by price. A round trip price of \$5.00 is affordable for individuals and families and is low enough to discourage vehicle use but is significant enough to allow the service to become profitable with reasonable, achievable ridership targets. We are considering a discounted multi-use pass for staff and regular users.

We are researching the most efficient method of reservations, volume management and payment acceptance. Daily passenger volumes and revenues will be transparent to partners.

Cost Breakdown

- Vehicle Lease: \$133.33 per day - \$4,000.00 / month
- Fuel: \$145.00 per day - 12 hours running time
- Driver Wage: \$264.00 per day - 12 hours daily @ \$22.00 hour
- Maintenance: \$80.00 per day
- Insurance: \$15.00 per day
- Administration \$75.00 per day
- Marketing / Promotional \$50.00 per day

Total Daily Cost: \$762.33 per day.

153 pax @ \$5.00 (roundtrip) break-even / \$762.33 x 31 = \$23,632.23 monthly

June 26 – Sept 26 (93 Days) = \$70,896.69

Financial Risk Mitigation and Profit Sharing

SunDog Tour Co. will be the operational partner in this service and any cost overruns or unforeseen expenses will be the responsibility of SunDog. The service has been costed at breakeven levels and the first \$23,632.23 of revenue generated from ridership would go to SunDog as their partnership contribution to avoid operating at a loss. Any revenue above \$23,632.23 will be split evenly between SunDog, the Municipality of Jasper, and Tourism Jasper.



I am confident that this partnership will create a vital and lasting piece of infrastructure that will encourage commerce, reduce our carbon footprint, enhance visitor experience and improve living conditions for residents of Jasper.

I look forward to further discussion at your convenience.

Sincerely,

Paul Hardy



JASPER CANADA
411 Patricia St, Box 568,
Jasper, Alberta, T0E 1E0
780.931.8109

June 11, 2021

His Worship Richard Ireland
Mayor, Town of Jasper
500 Robson Street
Jasper, AB T0E 1E0

Your Worship and Municipal Council,

RE: SUPPORT FOR SHUTTLE SERVICE

I want to convey Tourism Jasper's support for the Proposal for Transit / Shuttle Service for the summer of 2021.

With a predominantly regional-based visitor coming to Jasper once again this summer, vehicular traffic and parking will continue to be a challenge. Compounding the issue will be the much-anticipated opening of the Whistler's campground. Although the opening is great news for the local visitor economy, the campground will strain central business district parking capacity, which has already been significantly reduced due to patio extensions.

We believe a shuttle service will alleviate the burden on parking capacity and increase the number of pedestrians while providing a safe, affordable transportation option for campers to visit Jasper's downtown. This shuttle service will facilitate more visitor spending in the hardest hit retail, experience and food and beverage businesses.

In closing, I want to reiterate the importance of this project to our destination's economic recovery and request Jasper Municipal Council support it via the COVID relief reserve.

Respectfully,

James Jackson
President & CEO
Tourism Jasper



**IF YOU
ENCOUNTER
A GRIZZLY
BEAR**

1. Stay calm.
2. Speak to the bear and slowly back away.
3. Use your bear spray.
4. If the bear makes contact, play dead and wait for the bear to leave.

CC:

Paul Hardy, Owner, SunDog Tour Company
Alex Derksen, Co-Owner, Jasper Brewing Company
Lisa Darrah, Co-Owner, Rockaboo Mountain Adventures
Candace Broughton, Owner, Jasper Motorcycle Tours
Silvie Walsh, Owner, Bomshell and Random

Municipality of Jasper



List of recommendations Regular meeting, Tuesday, June 15, 2021

Additions to agenda

That Council agree to add/delete the following items to the June 15, 2021 regular meeting agenda:

Approval of agenda

That Council approve the agenda for the regular meeting of June 15, 2021 as presented.

Approval of minutes

That Council approve the minutes of the June 1, 2021 regular Council meeting as presented.

Code of Conduct for Elected Officials Bylaw – 3rd reading

That Council read for the third and final time, Bylaw #235 – Code of Conduct for Elected Officials Bylaw, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to establish a Code of Conduct for members of council.

Rotation of Ballots Bylaw 2021 – 3rd reading

That Council read for the third and final time, Bylaw #237 – Rotation of Ballots Bylaw 2021, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2021 municipal election.

Temporary Compulsory Face Covering Repeal Bylaw – 1st reading

That Council read for the first time Bylaw #238, the Temporary Compulsory Face Covering Repeal Bylaw, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to repeal the Temporary Compulsory Face Covering Bylaws #228, #230 and #231.

Temporary Compulsory Face Covering Repeal Bylaw – 2nd reading

That Council read for the second time Bylaw #238, the Temporary Compulsory Face Covering Repeal Bylaw, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to repeal the Temporary Compulsory Face Covering Bylaws #228, #230 and #231.

Third reading of the Temporary Compulsory Face Covering Repeal Bylaw

That Council agree to all three readings of Bylaw #238, the Temporary Compulsory Face Covering Repeal Bylaw, at the June 15, 2021 regular meeting.

Temporary Compulsory Face Covering Repeal Bylaw – 3rd reading

That Council read for the third and final time Bylaw #238, the Temporary Compulsory Face Covering Repeal Bylaw, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to repeal the Temporary Compulsory Face Covering Bylaws #228, #230 and #231.

Municipal Face Covering Mandates – Conduct in Public Places Bylaw

That Council rescind motions #212/20 and #326/20, such recessions to be effective and commence on

Municipality of Jasper



List of recommendations

Regular meeting, Tuesday, June 15, 2021

such date as the Province of Alberta moves to “Stage 3” of its ‘Open for Summer Plan’, and to continuing for so long as the Province of Alberta remains in Stage 3 of its ‘Open for Summer Plan’.

Input for Draft JNP Management Plan

That Council formally approve a submission of input to Parks Canada on the Draft Management Plan for Jasper National Park.

Appointments to Regional Assessment Review Board

That Council appoint Michelle Deschene as the Designated Clerk for the West Yellowhead Regional Assessment Review Board starting immediately, and ending on April 30, 2022.

That Council appoint Paul Butler as the Designated Chair of the West Yellowhead Regional Assessment Review Board starting immediately, and ending on April 30, 2022. The Designated Chair’s remuneration and expenses will follow the Municipality of Jasper Council Member Compensation & Benefits Policy (B-004) and Staff and Councillor Expenses Policy (B-007).

Adjournment

That, there being no further business, the regular meeting of June 15, 2021 be adjourned at

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