

Municipality of Jasper
Committee of the Whole Meeting Agenda
March 22, 2022 | 9:30 am
Place: Conducted virtually through Zoom

Notice: Council members and a limited number of staff are returning to Council chambers for meetings beginning March 2022. Presentations will continue to take place online until further notice. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time.

To live-stream this meeting starting at 9:30 am, use the following Zoom link:

<https://us02web.zoom.us/j/87657457538>

1. Call to order Acting Deputy Mayor Hall to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 March 22, 2022 Committee of the Whole agenda attachment

4. Approval of minutes

4.1 March 8, 2022 Committee of the Whole minutes attachment

5. Business arising from minutes

6. New business

6.1 Sidewalk Seating attachment

6.2 2018-2022 Council Strategic Priorities Review attachment

6.3 Municipal Staff Housing attachment

6.4 Community Conversations Report (Q1) attachment

6.5 Alberta Winter Games verbal

6.6 UpLift! Mural Festival Municipal Support verbal

7. Correspondence

8. Motion Action List

attachment

9. Council representation on various boards, upcoming meetings

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

Municipality of Jasper
Committee of the Whole Meeting Agenda
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10. Upcoming events

Pride Festival Flag Raising – April 1, 12:15pm, Jasper Emergency Services Building
13th annual Jasper Pride and Ski Festival, April 1-10
Strategic Planning Sessions – Monday, April 4 – Wednesday April 6, Banff
Jasper Park Chamber of Commerce General Meeting – Wednesday, April 20, Chateau Jasper, 7:30am
NETMA – Wednesday, April 20, 5-7pm, De'd Dog
Emergency Preparedness Week – May 1-7
State of the Municipality Address for the Jasper Park Chamber of Commerce – May 11
Intergovernmental Meeting – Tuesday, May 17, 9:30am, Hosted by Parks Canada

11. In camera

11.1 Personnel matter: CAO performance feedback – FOIP, S. 17(4)(f)

12. Adjournment

Municipality of Jasper
Committee of the Whole Meeting Minutes
 Tuesday, March 8, 2022 | 9:30am
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is primarily back in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming.						
Present	Mayor Richard Ireland, Acting Deputy Mayor Wendy Hall, Councillors Ralph Melnyk, Kathleen Waxer, Scott Wilson and Rico Damota						
Absent	Councillor Helen Kelleher-Empey						
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration John Greathead, Director of Operations Christopher Read, Director of Community Development Emma Acorn, Legislative Services Coordinator Jason Stockfish, The Fitzhugh Bob Covey, The Jasper Local Helen Schwarz Logan Ireland & Oliver Andrew – UpLift! Mural Festival 14 observers						
Call to Order	Acting Deputy Mayor Hall called the March 8, 2022, International Women’s Day, Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement.						
Additions to the agenda	Mayor Ireland requested the following item be added: 11.1 In camera item – Legal matter Councillor Damota requested the following item be added: 11.1(a) In camera item – Land matter						
Approval of agenda #101/22	Acting Deputy Mayor Hall asked Committee to approve the agenda for the March 8, 2022 Committee of the Whole meeting with the addition of the in-camera items. <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>6 Councillors</td> <td>0 Councillor</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillor	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillor	CARRIED					
Approval of minutes #102/22	Acting Deputy Mayor Hall asked if there were any additions, corrections or deletions to the minutes of the February 22, 2022 Committee of the Whole meeting. Committee voted to approve the minutes. <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>6 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
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6 Councillors	0 Councillors	CARRIED					

Business arising from minutes	none						
Presentations	Mayor Ireland declared a conflict of interest in regards to both presentations, citing being a partner in a firm which is counsel for the developer in the first presentation, and the father of one of the second presenters. Mayor Ireland left the meeting at 9:37am.						
Community Petition – Helen Schwartz & Bob Covey #103/22	<p>Council received a presentation from Helen Schwarz and Bob Covey in regards to a Community Petition which received over 500 signatures. The petition focused on the Parcel GB housing development and the variances granted by Parks Canada. Mrs. Schwarz expressed concerns over building height; parking; affordability; unit sizes; and quality of life for residents. Mrs. Schwarz and Mr. Covey asked Council to take the petition into consideration and host a public forum to share information and hear concerns from residents.</p> <p>MOTION by Councillor Waxer that Committee direct Administration to request preliminary information such as renderings and site plans for the proposed GB development and return to a future Committee of the Whole meeting.</p> <table border="0"> <tr> <td>FOR</td> <td>AGAINST</td> <td></td> </tr> <tr> <td>6 Councillors</td> <td>0 Councillors</td> <td>CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
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UpLift! Jasper Mural Festival – Logan Ireland & Oliver Andrews #104/22	<p>The developers of the UpLift! Jasper Mural Festival, Logan Ireland and Oliver Andrew, shared their vision of hosting an immersive two week mural festival in Jasper from April 23 to May 8, 2022. The partners in the non-profit highlighted the artists and local businesses already involved and offering support to the project.</p> <p>MOTION by Councillor Damota that Committee direct Administration to come back with recommendations on how the Municipality can support the 2022 UpLift! Mural Festival; and, that the potential to add a temporary canvas location be included.</p> <table border="0"> <tr> <td>FOR</td> <td>AGAINST</td> <td></td> </tr> <tr> <td>6 Councillors</td> <td>0 Councillors</td> <td>CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillors	CARRIED					
Recess	<p>Acting Deputy Mayor Hall called a recess from 11:05am to 11:15am.</p> <p>Mayor Ireland rejoined the meeting at 11:15am.</p>						
Business arising from minutes	none						
Fiscal Controls and Reporting Policy #105/22	<p>Administration presented Council with a draft Fiscal Controls and Reporting Policy for consideration.</p> <p>MOTION by Mayor Ireland that Committee recommend Council approve the Internal Fiscal Controls and Reporting Policy subject to the amendments discussed today.</p>						

	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Speed Limits #106/22	Administration presented recommended changes to the Traffic Safety Bylaw to support a direction from the January 25, 2022 Committee meeting to change speed limits to 30 km/h.		
	MOTION by Councillor Wilson that Committee recommend Council approve changes to the Traffic Safety Bylaw as presented with the attached speed limits in Option 1.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Acting Deputy Mayor Hall called recess from 12:25pm – 1:30pm.		
Legislative Committee Terms of Reference #107/22	Administration presented draft Terms of Reference for the Legislative Committee.		
	MOTION by Mayor Ireland that Committee recommend Council approve the Legislative Committee Terms of Reference as amended during today’s discussion.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Transfers to Reserves – 2021 fiscal year #108/22	MOTION by Mayor Ireland that Committee recommend that Council approve a year end transfer to and from reserves in the amount of \$128,851.62.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
S-Block, Delayed Invoice #109/22	MOTION by Councillor Melnyk that Committee recommend Council add payment of invoice #3010817 in the amount of \$58,748.84 (before tax) to S-Block capital project; and, fund the project with remaining Municipal Sustainability Initiative Capital (MSIC) funds.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Property Receivable/ Tax Write-off #110/22	MOTION by Councillor Melnyk that Committee recommend Council direct administration to write off Property Tax receivable for Roll 500000 (Provincial Building) for half of the amount levied in the amount of \$25,745.25; and that Council consider writing a letter to the Minister of Municipal Affairs expressing discontent with this practice and for them to reconsider in future years.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence	Council received an invitation from Alberta’s Minister of Culture, Ron Orr, to submit a bid to host the 2024 Alberta Winter or Summer Games.		

2024 Alberta Winter or Summer Games #111/22

MOTION by Mayor Ireland that Committee direct Administration to reach out to neighboring communities of Hinton, Edson, and Yellowhead County to gage interest in co-hosting the 2024 Alberta Winter Games.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Motion Action List #112/22

Administration reviewed the Motion Action List, which included the removal of three items which were addressed today.

MOTION by Councillor Damota that Committee approve the updated Motion Action List as amended.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor reports

Councillor Melnyk will be attending the monthly Jasper Yellowhead Historical Society board meeting this evening.

Acting Deputy Mayor Hall will be attending a course offered through the Elected Officials Education Program in this upcoming Sunday and Monday.

Councillors attended Incident Command System courses, including Municipal Elected Officials and Basic Emergency Management training on Monday.

Mayor Ireland has been invited to attend the Parks Canada and Municipality of Jasper joint evacuation scenario exercise this Wednesday and Thursday at the Activity Centre.

Mayor Ireland hopes to attend the Community Futures West Yellowhead Business Walk on Thursday. He will attend the Community Futures West Yellowhead board meeting next week as an alternate for Councillor Kelleher-Empey, and Acting Deputy Mayor Hall will attend in Councillor Damota's absence.

Upcoming Events

Council reviewed a list of upcoming events.

In Camera #113/22

MOTION by Mayor Ireland to move in camera at 2:53pm to discuss agenda items:

- 11.1 – Legal matter
- 11.1 (a) – Land matter

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Mr. Given also attended the in camera session.

Revert to open meeting #114/22

MOTION by Mayor Ireland that Committee of the Whole revert to open meeting at 3:26pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

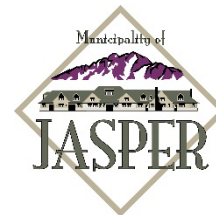
Adjournment
#115/22

MOTION by Councillor Wilson, there being no further business, the Committee of the Whole meeting of March 8, 2022 be adjourned at 3:27pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

AGENDA ITEM 6.1

REQUEST FOR DECISION



Subject: Sidewalk Seating
From: Bill Given, Chief Administrative Officer
Reviewed by: Christine Nadon, Director of Protective and Legislative Services
Date: March 22, 2022

Recommendation:

- That Committee direct Administration to apply for a discretionary use permit for sidewalk seating, including the parameters described in attachment A.

Alternatives:

- That Committee provide different parameters for submission to Parks Canada; or
- That Committee direct Administration to open the sidewalk seating program for applications without submitting a discretionary use permit application.

Background:

At the February 8 meeting, Committee provided direction to Administration on how to administer the sidewalk seating program for 2022, including:

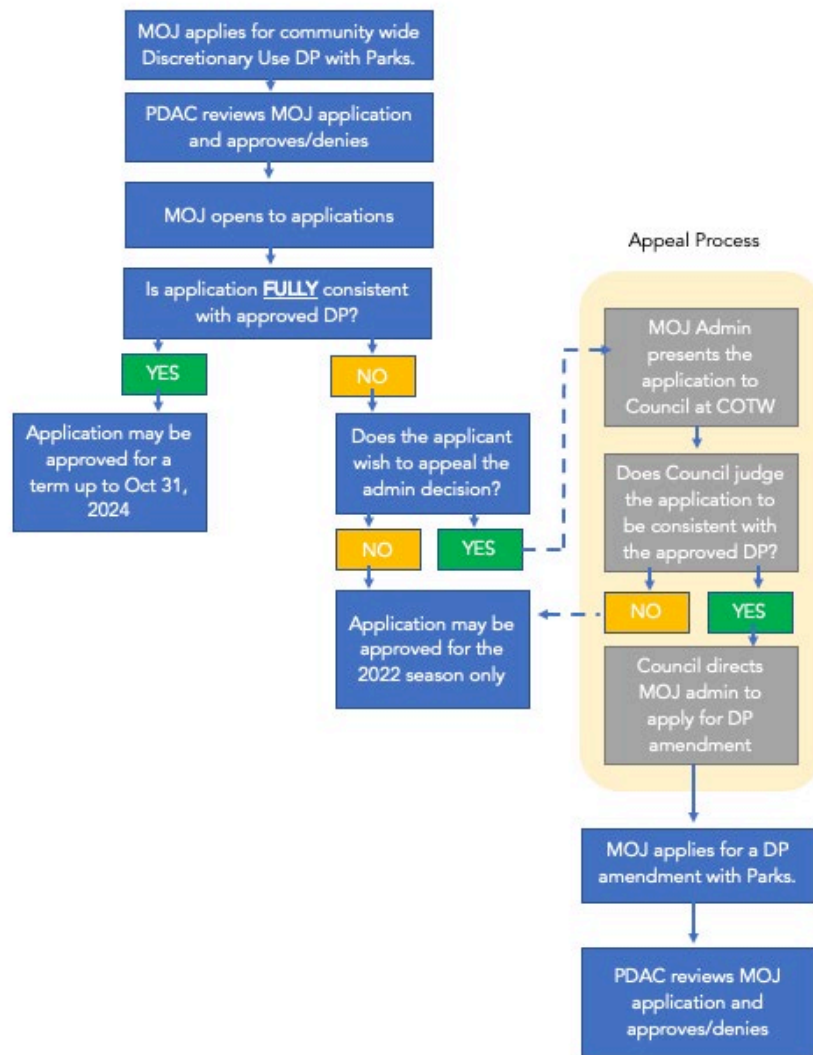
- That applications that are consistent with Parks Canada's architectural design and motif be given multi-year approvals for up to three years;
- That legacy installations that are not consistent with Parks Canada's architectural design and motif guidelines be granted approval for the 2022 operating season;
- That the process to renew existing applications where no change to the previously approved configuration is proposed be streamlined.
- That Administration work with Parks Canada to ensure an avenue of appeal for any applicant who is denied as a result of the application of the Parks Canada architectural design and motif guidelines.
- That for 2022, the \$1,650 per stall fee be discounted by 50% and in 2023 the discount be removed.

Administration has since been working with Parks Canada to identify an application process that would be amenable to both organizations.

Discussion:

Administration believes the parameters presented in attachment A, which would form part of a discretionary use permit, are likely to be supported by Parks Canada. This approach also satisfies previous direction from Committee to provide for both longer term approvals and shorter term non-conforming installations.

As proposed, the avenue of appeal for any applicant who is denied as a result of the application of the Parks Canada architectural design and motif guidelines would be as shown in the diagram below.



Strategic Relevance:

Governance and Social Equity

- Seek out and pursue alternate sources of revenue

Economic Health and Fiscal Equity

- Continue to support tourism and economic development
- Where appropriate, improve equitable distribution of municipal service costs and ease the tax burden through the implementation of user fees

Financial:

Staff resources required to implement this program are included in the current operating budget.

Attachments:

- Attachment A: proposed parameters for sidewalk seating discretionary use permit application to Parks Canada.

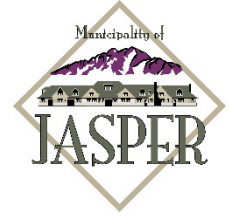
Attachment A: Sidewalk Seating Discretionary Use Permit Conditions

CONDITIONS:

1. Installations will only permitted May 15 to October 20.
2. Installations shall only be located on the sidewalk, with pedestrian sidewalk extensions located in the parking lane.
3. Sidewalk extensions into the street (at sidewalk height), fences (maximum 965 mm), railings and rails (minimum 865mm maximum 965mm), and planters shall all be made of wood either natural or treated / stained with natural wood colours.
4. Tents and Signage (including logos) will not be permitted.
5. Jersey Barriers will not be permitted.
6. Patio umbrellas, without logos, are permitted on Site, and must be neutral in colour (Black / Grey / White / Brown / Green).
7. For the 2022 season, non-conforming installations that had previously been used in 2021 will be accepted; with the exclusion of all tents, umbrellas and/or jersey barriers displaying advertising, logos, or non-conforming colours.

AGENDA ITEM 6.2

REQUEST FOR DECISION



Subject: 2018 to 2022 Strategic Plan Review
From: Bill Given, Chief Administrative Officer
Reviewed by: Emma Acorn, Legislative Services Coordinator
Date: March 22, 2022

Recommendations:

- That Committee receive this report for information.

Background:

In February of 2022 Council requested administration provide an update on progress made on the items identified in the 2018-2022 strategic plan.

Discussion:

The 2018 to 2022 was adopted by the previous Council early in its term. The plan contained six priority areas toward which council focused its efforts during the four year term. These priority areas included:

- Governance and Social Equity
- Housing
- Organizational Health
- Economic Health and Fiscal Equity
- Environmental Responsibility
- Public and Community Safety

While progress was made toward a number of council priorities it must be noted that the Covid-19 Pandemic and the resulting municipal response was a significant focus in the last term.

The attached chart identifies municipal actions that can be linked to the priorities established in the strategic plan.

Attachments:

[Municipality of Jasper Strategic Priorities 2018 - 2022 \(PDF\)](#)

2018-2022 Council Strategic Priorities		Actions
Governance and Social Equity	Affirming the continuing provision of good governance, reflecting responsible, representative democracy at the local level, reinforcing openness, transparency and accountability, promoting equity, inclusion and respect in municipal administration and service provision throughout the community, Council will:	
	Seek out and pursue alternate sources of revenue	Paid Parking pilot project.
	Allocate expenses equitably among and between taxpayers, service users and visitors	Paid Parking pilot project. S-Block Parking Lot. Development toward new Utility Rate Model. Revised commercial use of public space fee structure.
	Pursue the development of an equitable and representative regulatory framework for Land Use, Planning and Development with Parks Canada	
	Develop and nurture mutually beneficial relationships and partnerships at the federal, provincial, local and international level to enhance community health and address issues and opportunities including <i>eligible residency</i> <i>seniors and mobility-challenged transportation</i> <i>sister-city relationships</i> <i>seniors' housing</i> <i>economic issues</i>	Establishment of the Economic Recovery Taskforce and adoption of its recommendations.
	Improve communication and information sharing with the community through: <i>implementation of the Wayfinding and Signage Guidelines</i> <i>development and implementation of a strategic communications plan</i>	Addition of a corporate Communications position in late 2020 Installation of town entrance signs
Housing	Dedicated to improve and expand the supply of housing in Jasper, focused on greatest need, affordability and health and safety, Council will:	
	Turn sod on at least one Community Housing Project while: <i>continuing to work with the Alberta Rural Development Network on developing the Connaught Drive project</i>	Secured Parks Canada's release of parcel GB to the market for future private development of housing. Secured Parks Canada's agreement to release parcel GC for future public development of housing. Applied for federal government grants under the RHI and RHI2 programs. Completed the design and construction of municipal utilities to support development of parcels GB and GC.
	<i>undertaking pre-development work on the 'church' properties initiative</i> <i>assessing and exploring the potential for developing staff housing</i>	
	Establish and define roles and responsibilities of stakeholders including: <i>Jasper Community Housing Corporation</i> <i>Municipality of Jasper administration</i> <i>Municipal Council</i> <i>Parks Canada</i>	Governance review of JCHC including roles and responsibilities currently underway with recommendations expected mid-late 2022.

	<i>Private Sector</i>	
	Encourage the provision of staff housing by institutional leaseholders including:	Development of the Co-Housing Model through the JCHC. Promotion to early supporters yielded 11 paid contributions toward concept development. Engaged Colliers Project Leaders to develop the Co-Investment model.
	<i>RCMP Municipality of Jasper Grande Yellowhead Public School Division Parks Canada</i>	
	Advance toward acquisition of Land Use, Planning and Development authority to create a Municipal Development Plan to encourage densification, infill and staff housing	

Organizational Health	Striving to improve the organizational health of the Municipality of Jasper by fostering Council-Staff relationships and enhancing operational effectiveness, efficiency, responsiveness and adaptability, Council will:	
	Review and evaluate committee and board roles, structures and responsibilities	Conducted a review of boards and committees focused on The Jasper Community Team – Community Conversations; Environmental Responsibility; and Culture and Recreation. Defunct Environmental Responsibility committee and the Culture and Rec Advisory Board discontinued. New environmental and culture and Rec Community Conversations started.
	Formalize a budget process strategy which may include: <i>annual budget process timelines presentation of department business plans outlining levels of service and value for money zero-based budgeting consistency of information between departments</i>	2022 budget process presented better consistency of information between departments
	Conduct a review of recreation and cultural programming, services and opportunities to inform decision making regarding municipal offerings and facilities and to guide capital and operational expenditures	Culture and Recreation Services and Facilities Review Adopted by Council in 2021.
	Foster enhanced Council-Staff relationships by: <i>maintaining a focus on a healthy organizational culture confirming mutual expectations striving for equity in process and support between and among departments</i>	
	Develop or acquire more housing for municipal staff	Approved reinvestment in 1251 Cabin Creek Drive.

Economic Health and Fiscal Equity	Focused on sustaining community economic health and vitality, and committed to enhancing equity in fiscal management, Council will:	
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	Maintain a commitment to asset management and the Asset Management Plan	New Utility Rate Model specifically incorporates a focus on asset management and sets targets for reinvestment as recommended in the 2017 Asset Management Plan. Phase 1 Arena renovations completed including boards and slab. Curling rink slab replaced. Arena ice plant replacement initiated. Funding for toward design of the major Activity Centre/Arena/Fitness and Aquatics renovation approved. Constuction approval request to be presented early 2022.
	Continue to support tourism and economic development, including support of the establishment of a culinary school, and confirm an economic development strategy with community partners Pursue equitable allocation of costs between the community and visitors and among community rate-payers by:	Adoption of the Economic Recovery Task Force recommendations in early 2021.
	<i>expanding visitor user fees where feasible</i>	Paid Parking pilot project. S-Block Parking Lot. Revised commercial use of public space fee structure.
	<i>working with senior levels of government to appropriately share revenues and expenses maintaining a focus on visitor experience</i>	Covid recovery funds directed toward Land Rent relief advocacy. Secured professional services to support advocacy and partnered with the Town of Banff through late 2021. Seeking announcement with federal budget.
	Advance and improve fairness and equity in taxation including: <i>reviewing the commercial-residential tax rate split reviewing taxation of commercial uses of institutional and residential properties continuing to lobby for fairness and equity in the Alberta School Foundation Fee as it applies to Jasper continuing to work towards fairness and transparency in the property assessment process</i>	Tax rate ratio changed to 5 to 1 in 2021.
Where appropriate, improve equitable distribution of municipal service costs and ease the tax burden through implementation of user fees, including: <i>business licenses utility fees environmental service fees facility fees</i>	New Utility Rate Model	

Environmental responsibility	Aspiring to providing leadership at the municipal level, and promoting environmental stewardship at the community level, Council will:	
	Review municipal operations, services and facilities to identify and integrate, where feasible, best environmental stewardship values and practices	
	Pursue waste management initiatives including: <i>waste reduction and diversion equity in waste management and water fees review of garbage, sewer, recycling and composting programs</i>	New Utility Rate model for water and waste water.

	Improve communication, awareness and use of municipal waste services and programs, including cardboard recycling and grease traps	Participation WYRWMA ongoing - establishment of a waste commission under consideration by partners. Waste Reduction Regulation Bylaw implemented in 2019, effectively regulating the use of plastic checkout bags in local businesses. Transit pilot project conducted in summer 2021.
	Continue engagement in regional waste management initiatives through the West Yellowhead Regional Waste Management Authority	
	Include Towards Zero Waste as a requirement for all events managed or permitted by the Municipality of Jasper	
	Develop and implement a single-use plastic reduction bylaw Foster and support environmental initiatives, including: <i>cycling, walking and other forms of non-motorized transportation</i> <i>electric vehicles</i> <i>public transportation</i> <i>Dark Sky Initiatives</i> <i>food sustainability</i>	

Public and Community Safety	Committed to improving public safety and security, emergency preparedness and response, and community resiliency, Council will:	
	Encourage and support staff and Council with training, resources and equipment for enhanced emergency readiness	
	Build on our positive relationship with Parks Canada in continuing and expanding FireSmart initiatives and forest fuel reduction programs to mitigate wildfire risk	Forest Fuel reduction work continued through the term. Initial community wide FireSmart day held in spring 2021.
	Work with government and corporate partners to continually maintain, update and improve the comprehensive Municipal Emergency Management Plan, and to develop a disaster recovery framework	Renewed efforts on this item with the creation of the Protective and Legislative Services department in 2021. This work is ongoing.
	Conduct a policy-level review of bylaw implementation, compliance and enforcement practices	
	Review and implement traffic flow measures including reduced speed limits as necessary	Site specific speed limit reductions approved in 2021. Community wide reductions approved in 2022.
	Continue to build a local emergency communications program	In effect / ongoing. New municipal emergency alert system to be launched this spring (part of new website services).

AGENDA ITEM 6.3

REQUEST FOR DECISION



Subject: Municipal Employee Housing Policy
From: Bill Given, Chief Administrative Officer
Reviewed by: Natasha Malenchak, Director of Finance & Administration
Christine Nadon, Director of Protective & Legislative Services
Date: March 22, 2022

Committee Recommendation:

- That Committee recommend Council approve the Municipal Employee Housing Policy as presented.

Options:

- That Committee recommend Council approve the Municipal Employee Housing Policy with the following amendments.... (list amendments)
- That Council direct administration to revise the Municipal Employee Housing Policy based on the discussion today and return to a future committee of the whole meeting.

Background:

On September 14, 2021 committee passed the following motion:

“that Committee direct Administration to bring forward a draft policy to address all aspects of Municipal Staff Housing .”

Since that time administration has conducted a review of similar policies from other jurisdictions including, Banff and Whistler.

Discussion:

It is widely acknowledged that Jasper has a tight housing market characterized by low supply, low vacancy rates and high costs. In this context housing presents a key challenge for private sector employers and employees. As an employer the Municipality of Jasper faces the same challenges; lack of available affordable housing present a barrier to the recruitment and retention of qualified staff which in turn impacts the provision of municipal programs and services to the public.

As seen in Whistler and Banff, it is typical for the municipality to take an active role in employee housing in communities that face similar challenges as a result of limited supply and/or seasonal variations in housing. In the case of Whistler the policy indicates that the municipality takes a broad role in providing housing to both private sector and municipal employees. In contrast the Banff policy has a narrower focus on municipal employees and “associated agencies”.

Administration is presenting the policy in draft form for council consideration. Should committee choose to recommend Council adopt the policy administration would follow up to develop the related procedures and present them at a future committee meeting for council’s information. This process will ensure that the

administration procedures are aligned with Council's policy direction.

Highlights of the attached draft include:

- Commitment to fully complying with the Alberta Residential Tenancy Act.
- Setting rents at the lower of; 15% below the Jasper Market Rate for like properties, or 30% of the employee's gross monthly income.
- Commitment to ensuring maximum occupancy of employee housing units.
- Provisions for full-time municipal employees relocating to Jasper; seasonal or term municipal employees and; working with employers in Jasper to make use of units when they would otherwise be vacant.

Relevant Legislation:

Alberta Residential Tenancy Act

Jasper Community Sustainability Plan

Strategic Relevance:

- Governance and Social Equity – "...good governance, reflecting responsible, representative democracy at the local level, reinforcing openness, transparency and accountability.."
- Housing – "...Encourage the provision of staff housing by institutional leaseholders including ... the Municipality of Jasper..."
- Organizational Health – "...Develop or acquire more housing for municipal staff. "

Financial:

There are no immediate financial costs of adopting the policy.

Attachments:

- Draft - Jasper Municipal Employee Housing Policy
- Whistler Employee Rental Housing Policy
- Banff Employee Housing Administration Policy

Policy Title: Municipal Employee Housing

Policy #:

Date adopted by Council:



1. POLICY STATEMENT

Consistent with the Jasper Community Sustainability Plan and, in order to assist in the recruitment and retention of staff and to facilitate the provision of municipal programs and services, the Municipality of Jasper may provide rental housing for employees of the Municipality.

The Municipality will apply consistent administrative and operational procedures related to all aspects of employee housing.

2. SCOPE

The policy applies to the housing units owned, leased, managed, and maintained by the Municipality.

3. STANDARDS

- 3.1. Administration practices shall be transparent and fully comply with the Alberta Residential Tenancy Act.
- 3.2. Rental rates for employee housing shall be set at the lower of; 15% below the Jasper Market Rate for like properties, or 30% of the employee's gross monthly income.
- 3.3. The Municipality strives to ensure maximum occupancy of employee housing units with preference given in the following order:
 - 3.3.1. Transitional Housing for full-time employees relocating to Jasper, waiting for a suitable dwelling to become available via rental or purchase. Rental duration for transitional housing shall not exceed 36 months.
 - 3.3.2. Temporary Housing for seasonal or term employees during their period of employment with the municipality. Rental duration for temporary housing shall be aligned with the duration of employment with the municipality and include appropriate flexibility to facilitate moving in/out.
 - 3.3.3. Off-Season Use of any units allocated to seasonal or temporary housing by working with employers in Jasper to maximize occupancy while not displacing current or future Municipality employees. Rental duration for off-season use shall not exceed 6 months and rental rates shall be set at the Jasper Market Rate for like properties.

4. RESPONSIBILITIES

Council

Review and receive for information annual employee housing reports
Review and approve any revisions to this Policy.

CAO

Prepare and present annual employee housing reports.
Review and approve any procedures related to this Policy.

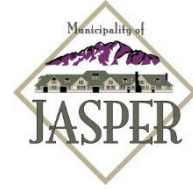
Directors and Managers

Carry out the policy based on established procedures.

Policy Title: Municipal Employee Housing

Policy #:

Date adopted by Council:



5. DEFINITIONS

“Jasper Market Rate” means the average monthly rate rental charged for housing available on the private market in Jasper as determined through a bi-annual survey conducted by municipal administration.

“Transitional Housing” means housing available on a longer term basis to support an employee relocating to Jasper from some other place to take up full-time permanent employment with the Municipality.

“Temporary Housing” means housing available on a shorter term basis to support an employee relocating to Jasper from some other place to take up temporary or term employment with the Municipality.

“Off-Season Use” means the use of vacant housing units owned, leased, managed, and maintained by the Municipality.

DRAFT

POLICY Employee Housing Administration



Policy C2000

Adopted by Council:	2015.09.14	Administrative Responsibility:	Human Resources
Council Resolution #:	COU15-15-169	Last Review Date:	2015.09.14
Modified by Resolution #:		Next Review Date:	2019.09
Replaces:	C047-1 Administration of Employee Housing		
Related Documents:	A2000 – Employee Housing Administration		

1.0 POLICY

The Town of Banff provides and sustains rental housing to employees of the Town of Banff and Associated Agencies to assist in the recruitment and retention of staff and to facilitate the provision of programs and services to Banff. Access to employee housing is not a condition of employment and is available to employees of the Town of Banff and Associated Agencies based on an application and selection process.

Consistent with the Banff Community Plan, Town of Banff employee housing is designed to provide a mix of affordable housing options to encourage our employees working in Banff to live in Banff.

2.0 PURPOSE

The purpose of this policy is to establish a consistent process for the administration, inventory control, maintenance and rental rate review that supports recruitment and retention of employees at the Town of Banff.

3.0 DEFINITIONS

Associated Agencies means the Banff Housing Corporation, Banff Public Library, Banff RCMP Detachment, N-Viro and other contractors approved by the Town Manager.

4.0 SCOPE

- 4.1 The policy applies to the housing units owned, leased, managed and maintained by the Town.
- 4.2 This policy applies to employees of the Town and/or Associated Agencies that apply for, or are provided housing by the Town.

5.0 RESPONSIBILITIES

- 5.1 Council is responsible for the approval and review of this policy.
- 5.2 The Town Manager is responsible for ensuring appropriate administrative policies and procedures are developed, approved, implemented and monitored.
- 5.3 The Manager of Human Resources is responsible for:
 - a) implementing, monitoring and evaluating this policy;
 - b) tenant administration including the preparation and review of all lease agreements and residential tenancy compliance.

- 5.4 The Facilities Supervisor is responsible for unit and building maintenance, check-in/check-out inspections, and providing building custodian supplies.
- 5.5 The Manager of Corporate Services is responsible for financial administration including rent review and adjustments, renovation expenses, collection of rents, and building insurance.

6.0 STANDARDS

- 6.1 Administration practices shall be transparent, understood and comply with the Alberta Residential Tenancy Act.
- 6.2 Administrative employee housing policies and procedures shall align with:
 - a) initiatives identified in the Service Level Review – Service Area: Staff Accommodation;
 - b) standards and recommendations set out in the Land Use Bylaw, Banff Housing Study and other relevant guidelines associated with the provision of employee housing;
 - c) compliance with required legislation.
- 6.3 Rental rate structures shall be based on a full cost-recovery model.

This policy shall be in effect on the date it is approved by resolution of Council.



**THE RESORT MUNICIPALITY OF WHISTLER
COUNCIL POLICY**

POLICY NUMBER:	K-01	DATE OF RESOLUTION:	JULY 23, 2019
NAME: Employee Rental Housing Policy			

1.0 SCOPE OF POLICY

To establish governing policy by which the Employee Rental Housing Program is provided within the Resort Municipality of Whistler. This applies to all rental properties under the management and administration of the Whistler Housing Authority (WHA).

The Employee Rental Housing Policy will apply to all new applicants to the rental waitlist, and to existing rental waitlist members. A lease agreement for WHA Employee Rental Housing will only be offered to those meeting this policy.

For applicants on the rental waitlist prior to 24 July 2019 that do not meet this policy, they will be entitled to remain on the waitlist & maintain their position until 31 December 2020 to provide time to meet the policy. Should they not meet this policy by 31 December 2020, they will then be removed from the rental waitlist.

2.0 OBJECTIVE

To define the eligibility and qualification requirements to be met in order for members of Whistler's workforce to access Whistler Housing Authority (WHA) Employee Rental Housing inventory.

Employee Rental Housing is provided within the Resort Municipality of Whistler for the long term success as a vibrant resort community, which is contingent upon retaining a stable resident workforce. This supports Whistler's goals of housing 75% of the resort economy workforce locally. It also continues Whistler's support of aging in place for long term contributors who have committed extensively to the resort economy through their careers in Whistler.

3.0 DEFINITIONS

<i>Annual Declarations</i>	A specific declaration by a tenant of Employee Rental Housing, used to substantiate the ongoing use of Employee Rental Housing.
<i>Asset Limit</i>	The maximum value of a household's net assets that may be held in order to remain eligible for Employee Rental Housing.
<i>Average Weekly Hours</i>	The average number of hours worked per week, on an annualized basis, for a Qualified Whistler Business(es). The calculation is total hours worked over the most recent year, divided by 50.
<i>Category</i>	A classification used to group applicants with similar financial situation, based on their income and asset level.
<i>Dependent</i>	Under 19 years of age; or between 19 and 25 years of age and registered and attending full-time school, university or vocational institute which provides a recognized diploma, certificate, or degree; or of any age who, because of mental or physical infirmity, is accepted as a dependent for income tax purposes.
<i>Eligible Employee</i>	An individual who works in Full Time Employment, in a Qualified Whistler Business(es), and includes a Retiree.
<i>Employee Rental Housing</i>	Housing intended for Eligible Employees – that is attainable relative to their household size and income – and restricted to employee occupancy by way of housing agreement, lease, covenant, zoning or similar means. Employee Rental Housing may also be subject to additional eligibility, occupancy, resale, price, rent or other restrictions. Employee Rental Housing is restricted to residential accommodation use.
<i>Full Time Employment</i>	Employment of an applicant that is either employed or self-employed for a minimum average of at least 30 hours per week on an annualized basis.
<i>Gross Household Income</i>	<p>Total gross income of all applicant(s) and adult occupants. Income from secondary applicants and all occupants are included.</p> <p>The gross household income is defined as line 150 from the most recent year's income tax return for each person, with adjustments for items such as deductible home based business expenses and losses on business income.</p> <p>Should an applicant's gross household income fluctuate significantly from year to year, they may choose to use either the most recent year's income tax return, or the average of the past two years, to determine their gross household income.</p>

Median Market Rental The median monthly rental amount paid for a particular sized unrestricted home in Whistler. The source is an aggregation of data from applications for the WHA Rental Waitlist.

Maximum Rental Rates The maximum rental rate determined for each unit size, by category.

Net Assets Calculation of all applicant(s) and adult occupant(s) total assets, including the following:

- Cash, bonds, stocks, mutual funds and term deposits
- Tax Free Savings Accounts (TFSA)
- Real estate equity, net of debt
- Business equity in a private incorporated company, including GICs, cash, stocks, bonds or real estate equity

Occupancy Standards A standard determined to ensure optimal use of rental homes for Eligible Employees, without overcrowding nor with excess capacity.

Qualified Whistler Business Qualified Whistler business is defined as one that:

1. Has a valid RMOW business license, or be legislatively exempt (eg schools); and
2. Has an office or premises that are physically located in Whistler; and
3. The business must be a permitted use under the municipality's zoning bylaw; and
4. The business must primarily* and directly service Whistler local residents, Whistler homeowners, Whistler businesses or Whistler tourists, *and, either:*
 - i) For Commercial (non-residential) premises, provide services within the RMOW boundary; or
 - ii) For a home based or mobile business, have more than 75% of business income from Whistler local residents, tourists or Whistler local businesses

**Primarily is defined as the main purpose of the business/operation, which would translate to gross sales being generated predominantly by this group of customers. This includes Whistler start-ups that were initially established & operated to produce goods and services for the Whistler local market and met criteria 1) - 4) above during start up, and continue to operate and produce in Whistler.*

Rental Rates The monthly amount payable for a rental unit, which may vary based on various factors, for example, the unit's age, size, location, and amenities.

Retiree An individual that is at least 55 years of age and has ceased active full time employment in Whistler but who has been an Employee as per the Eligible Employee definition, for at least ten of the twelve years prior to ceasing employment.

Senior An applicant who is 55 years or older and meets the definition of an Eligible Employee.

4.0 POLICY

4.1 GUIDING PRINCIPLES

- (i) Promote efforts to enhance the quality of life for all residents and employees
- (ii) Support the health and well-being of Whistler's youth, young adults, and seniors, as well as their active participation in the resort community
- (iii) Promote diversity in housing price ranges to maintain affordability for the varied needs of different workforce groups and retirees within the community
- (iv) Access is made available to Whistler's workforce who are employed full time in Whistler, contributing with their labour to the tourism economy
- (v) Progression in the community's incomes and the variability of different applicants' ability to pay will be considered, including asset ownership
- (vi) The movement from market ownership to Employee Housing is generally not supported
- (vii) Employee housing continues to be financially viable in its own right
- (viii) A broad mix of housing is required for the diversity of Whistler's population in all aspects such as family structure, size and household income
- (ix) The municipality and subsidiaries will leverage its relationships with BC Housing, CMHC, and other government agencies, whenever possible and as appropriate, to support the development of Employee Housing
- (x) To recognize that employers have a role to play in providing employee housing, and that private developers also contribute to the housing mix for employees
- (xi) Consideration is to be given to the scarce and limited resources available to the community including both land availability and the municipality's capacity to finance
- (xii) Administration, including enforcement of the Employee Housing program will be considered to ensure the above principles can be implemented efficiently and effectively
- (xiii) Zero tolerance policy for system misuse or abuse of Employee Housing

4.2 ELIGIBILITY

This section outlines who is eligible for Employee Rental Housing in the Resort Municipality of Whistler.

All applicants, and occupants, of Employee Rental Housing must meet the following eligibility requirements, unless they are a spouse or a Dependent of an Eligible Employee.

4.2.1 MUST HAVE FULL TIME EMPLOYMENT WITH A QUALIFIED WHISTLER BUSINESS

To be eligible, an applicant must work full-time or equivalent, and be employed by one or more Qualified Whistler Business(es).

This acknowledges that Whistler has evolved into a four season economy that enables year round permanent residents to call home, and recognizes that having a secure full-time workforce contributes to a stable and resilient economy in line with the vision for the community. It also ensures optimal use of the municipality's housing assets.

4.2.2 WHISTLER RETIREES

To qualify as a Retiree under the definition of an Eligible Employee, an individual must be at least 55 years of age and have ceased active full time employment, but who met the definition of an Eligible Employee for at least ten of the past twelve years, prior to ceasing employment.

This recognizes the significant contribution Whistler Retirees have made to the development of the resort economy over an extended period of time, and confirms Whistler's support of in-place retirement for long term contributors to the resort.

4.2.3 RESIDENCY REQUIREMENTS

Individuals applying for Employee Rental Housing must qualify as an Eligible Employee and be a Canadian Citizen or Permanent Resident.

This reinforces the objective of the Employee Rental Housing program to provide access to housing Whistler workforce, and supporting a stable resident workforce.

4.3 EMPLOYEE RENTAL HOUSING QUALIFICATIONS

This section outlines the qualifying elements, in addition to the Eligibility as defined in 4.2 above, that determines the type and price of Employee Rental Housing, if any, that may be offered to an Eligible Employee.

4.3.1 OCCUPANCY STANDARDS

To support the most optimal use of the available housing for the resorts workforce, Occupancy Standards are applied to determine the number of bedrooms an applicant qualifies for, and is based on the National Occupancy Standards. Standards are defined as follows for all households, and will be referred to in determining an applicant's access to a specific sized Employee Rental Housing unit:

- a) No more than two (2) and no less than one (1) person per bedroom.
- b) Spouses and couples share a bedroom.

4.3.2 HOUSEHOLD INCOME MUST BE BELOW CERTAIN LIMITS

To qualify for Employee Rental Housing, the applicant's gross household income must be below certain income limits, as determined from time to time. The applicant's gross household income will be used as a basis for determining the monthly rental to be paid.

All applicants will be required to report their income on their application form, and provide documentation to substantiate their income prior to being offered a WHA tenancy agreement. An annual review will take place for every tenant to confirm their income, and the monthly rental that will be applicable for the following year.

The maximum income limit is based on unit size as follows:

Studio	\$100,000
1 bedroom	\$200,000
2 bedroom +	\$250,000

4.3.3 ASSETS MUST BE BELOW CERTAIN LIMITS

To be qualify for Employee Rental Housing, the Net Assets must be below the maximum allowable assets.

The maximum Net Assets is \$300,000. Households with Net Assets greater than the maximum will not be eligible.

4.3.4 RENT RELATED TO INCOME & ASSETS

To support an equitable portion of each applicant's income being spent on housing, applicants will be categorized based on their income and asset levels, which will determine the monthly rental payable.

Income and asset limits are distributed across 6 categories as highlighted in Table I.

Applicants will each be assigned a category based on their income and assets levels, whichever is higher. If an applicant exceeds the category 6 income or asset limit, they will cease to be eligible for WHA Employee Rental Housing. Rental rates will be determined based on an applicant's category and the appropriate unit size based on Occupancy Standards.

Similar to the Canadian Mortgage and Housing Corporation (CMHC) affordability metric, the monthly rental will be based on the category determined, and be broadly around 30% of the applicant's gross household income, subject to any other requirements such as funding provider criteria etc. This is intended to support affordable housing for Whistler's workforce in perpetuity.

Table I: Categories with Maximum Income and Asset Limits

<i>Maximum Income & Asset Limits (2019)</i>						
	1	2	3	4	5	6
<i>Studio</i>	\$32,000	\$36,000	\$43,000	\$50,000	\$70,000	\$100,000
<i>1 BR</i>	\$39,000	\$45,000	\$54,000	\$63,000	\$87,000	\$200,000
<i>2 BR</i>	\$58,000	\$66,000	\$79,000	\$92,000	\$129,000	\$250,000
<i>3 BR</i>	\$70,000	\$80,000	\$96,000	\$112,000	\$156,000	\$250,000
<i>Max Assets</i>	\$100,000	\$100,000	\$120,000	\$150,000	\$220,000	\$300,000

Income and Asset limits will be subject to annual adjustments, with reference to CPI and dependent on market and economic conditions.

4.4 ENFORCEMENT

4.4.1 ANNUAL AUDIT FOR THE EMPLOYEE RENTAL HOUSING PROGRAM

Annual verifications will be a mandatory requirement of all tenancy agreements, to ensure an applicant continues to be eligible and meet all the relevant qualifying financial criteria.

The onus is placed on the applicant to report their financial situation, including any documentation required to substantiate their reported income and assets.

Failure of tenant's to complete the required annual verification may result in termination of a tenancy.

Where a tenant is determined to continue to qualify as an Eligible Employee, but does not provide financial disclosures, the tenancy agreement will provide for the rental rate to be increased to the standard median market rent as determined for that particular rental unit. If this persists, the tenancy may be terminated.

4.4.2 CONTROL AND GOVERNANCE

It is expected that dedicated resources be employed to oversee and implement audit processes, promote education and awareness of the Employee Rental Housing program, and enforce compliance to the relevant policy, and any contractual agreements and legislation.

It is imperative that appropriate controls are maintained and a separation of duties exists between the administrative processing of applications, and the ongoing process of compliance and enforcement.

5.0 RELATED DOCUMENTS

Administrative Report #19-098

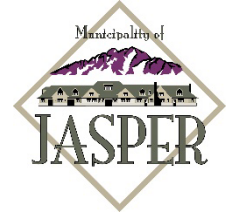
Certified Correct:

Signed original on file

A. Banman
Municipal Clerk

AGENDA ITEM 6.4

REQUEST FOR DECISION



Subject: Community Conversations, January - March 2022
From: Bill Given, Chief Administrative Officer
Prepared by: Lisa Riddell, Community Development Manager
Reviewed by: Christopher Read, Director of Community Development
Date: March 22, 2022

Recommendation:

That committee:

- receive the Community Conversations report and recommendations for the first quarter of 2022 for information;

Options:

That committee:

- direct administration to bring forward additional information on any items of interest in the community conversations report to a future committee meeting.

Background:

On September 21, 2021, Council approved the Community Conversations Policy (A-004) which articulates Council's commitment to meaningful resident engagement to ensure that municipal services and programs remain responsive to changing community needs. Administration took that direction and set out to establish a consistent format for Community Conversations, identify areas of focus, promote and recruit participants as well develop a report format to manage the information flow between Community Conversations and the municipality.

Discussion:

This first report attempts to give all of the information in a format that is usable for decision making. Going forward administration would like to know what level of detail committee wishes to see in future reports.

For the first three months, here's what happened:

- January – Trends and Opportunities – What is the community dealing with? What could be done?
- February - Focused brainstorm around selected opportunities – What actions do we need to take?
- March – Refinement of trends/opportunities, approval of notes for Council.

Invitations to participate in Community Conversations were promoted via posters that were distributed around the community as well as weekly social media posts. In addition to promoting the opportunity to participate in Community Conversations, administration also communicates on social media about what small actions have taken place as a result of what was shared at Community Conversations using a 'You Said, We Did' format.

During the first three months of Community Conversations, 63 unique participants attended at least one conversation. Many participants attended more than one conversation resulting in a non-unique total attendance of 187 between all 20 conversations. Out of the 63 unique participants, 29 are municipal employees,

21 are from the non-profit sector, 3 are from the business community, 2 are from other levels of government and 5 are individual community members. The Adults Community Conversation has the highest unique number of participants (25) while the Arts and Culture Community Conversation has the lowest (14). Attendance at each conversation has ranged from 4-17 participants. A total of 85 trends were identified and 135 opportunities grouped into 13 broader categories.

A review of all opportunities identified in all Community Conversations revealed thirteen thematic areas under which all opportunities and associated actions could be grouped. In random order, those areas are:

- access to technology
- financial stress
- communication
- social connection
- use of community spaces
- mental health support
- learning and training
- transportation
- COVID-19
- Environmentally sustainable choices
- communication around environmental initiatives
- energy use and waste
- engaging children and youth in environmental responsibility

In March, participants were surveyed to gain feedback on their experience at Community Conversations. Feedback from municipal and non-municipal participants was separated to better understand the experience of both groups independently. The input from non-municipal participants is included in the report. Sentiment from both groups was positive with some helpful input on how we can keep improving with this process.

There are many opportunities that arise out of Community Conversations that the Municipality and other organizations in town can take action on right away. Each week, after Community Conversations, Community Development has follow-up discussions and identifies 'Quick Wins' or things we can easily do in response to what we're hearing. Some examples from this past quarter include:

- **The masking signage:** It was identified at Community Conversations that the community could benefit from some messaging around masking restrictions lifting. The group wanted to see something that focused on kindness and acceptance of different views regarding masking. Mini-Community Development started with this input and then reached out to Tourism Jasper and the Chamber to collaborate on the messaging utilizing input from Community Conversations. The Municipality of Jasper, Tourism Jasper and the Chamber covered the cost of distributing 120 posters to the community.
- **The Community Fridge:** It was identified that food security was a growing concern as well as food waste. The Food Rescue Program was highlighted as an important program in our community to support food security and reduce food waste. At the same time, The Food Rescue Program was seeking a solution to finding a space to put their Community Fridge so that it could continue to be used all summer. Community Development is in the process now of working with the Food Rescue Program to move the fridge into the Jasper Activity Centre.
- **Updates on the Jasper Activity Centre Renovation:** A third example is that it was raised at Community Conversations that tenants of the Jasper Activity Centre would appreciate regular communication on the Activity Centre renovation project. Community Development is currently assembling an email list of tenants and stakeholders for the Director of Community Development to ensure those groups and individuals receive regular and accurate updates on the Activity Centre renovation project.

Relevant Legislation:

- Policy A-005: Community Conversations Policy
- Policy A-004: Public Engagement Policy
- Policy A-003: Communications Policy

Strategic Relevance:

- Governance and Social Equity – Develop and nurture mutually beneficial relationships and partnerships at the local level to enhance community health and address issues and opportunities.
- Governance and Social Equity – Improve communication and information sharing with the community.
- Organizational Health – Review and evaluate committee and board roles, structures and responsibilities.

Financial:

The costs to implement the Community Conversations Policy are within the 2022 Operating Budget. Should Council choose to direct administration to explore an item further, the costs associated will be brought forward in the context of future reports to Council or future budgets.

Communications:

- The [schedule for Community Conversations](#) can be found on the Municipal Website. Anyone who lives in Jasper or works for an organization that serves the community of Jasper can join.
- We recognize that not everyone can make it to Community Conversations. Since 2018, we have organized a [“Host Your Own Community Conversation” initiative](#), together with support from Alberta Health Services. This initiative ensures that we are hearing from a diverse cross-section of community members, not only those who can participate in the scheduled Community Conversations.

Attachments:

- Community Conversations Notes/Report

Community Conversations Report

January – March 2022

Prepared by: Lisa Riddell, Community Development Manager
Reviewed by: Christopher Read, Director of Community Development

Summary

The idea behind Community Conversations is that sharing perspectives and trends leads to opportunities, opportunities lead to action and action leads to impact.

The input we learn from Community Conversations assists the municipality in ensuring that the programs, services and initiatives we develop are fine tuned to the changing needs of the people we serve.

63 Participants joined one or more of 20 total Community Conversations between January 1 and March 16, 2022. 85 trends were identified and 136 opportunities. Several opportunities identified have already led to action (municipal, non-municipal and collaborative) to develop programs, services or initiatives that address the needs of Jasperites.

This report is divided into three main sections:

1. The **Trends** section is broken down by conversation so that you can see which conversation identified each trend. With this in mind, the trends are repetitive in some areas. For example, many different groups noted that the pandemic has resulted in isolation and financial stress for residents.
2. The **Opportunities Lead to Action** section is not broken down by conversation, but rather by theme. Community Development looked at all opportunities identified and grouped them by theme. We thought this would help produce some general, big-picture priority areas the community has identified. When action is already taking place, you will see that detail in *green* following the opportunity it relates to. There is surely more action taking place than we were able to capture in this report. But the details given showcase how it works!
3. The **Impact** section is looking at measuring success to date. How are we doing so far. Since this process has been refined and changed for 2022, we included feedback from participants in this section. Next report, we might include other ways that we're measuring outcomes and impact.

Community Conversations, in and of itself, is an initiative that increases social connection, reduces isolation and builds relationships between sectors, community groups and community members. These discussions have helped shape Jasper into the active, creative, caring, welcoming and engaging community that it is.

For any questions about the items contained in this report, or to join Community Conversations, contact:
Lisa Riddell - lriddell@town.jasper.ab.ca

**Thank YOU – to everyone who took time to share
their perspective and join the conversation!**

TRENDS – What are community members facing?

Adults Community Conversation

1. People are experiencing continued financial stress, including challenges paying rent, bills, childcare and covering the cost of unanticipated isolation due to illness or covid-19 going through the household.
2. Transportation continues to be an issue for the community, especially for those living at JPL.
3. Dealing with conflict continues to be something front-line workers are grappling with.
4. There is a lack of social opportunities for adults, and people are missing drop-in sports.
5. People are expressing interest in English courses centered around applying for permanent residency.
6. People are experiencing a lot of isolation and fatigue related to COVID, the cold, and prolonged stress.
7. JEEC (Jasper Employment and Education Centre) is seeing many job postings on their job board, but less engagement from job seekers than in previous years. Uptake in courses and classes is down.
8. Newcomers are feeling too busy to accessing resources and programs that are available to them.
9. People are experiencing a polarized mix of anxiety and excitement about mask mandates lifting.
10. Food insecurity continues to be a struggle for residents, especially newcomers.
11. Residents are experiencing difficulty to find and access affordable fresh fruits and vegetables.
12. The Aquatic Centre is noticing an increase in the demand for adult swimming lessons.
13. Newcomer parents are interested in taking lessons to learn how to swim alongside their children.
14. Daycare accessibility and affordability is an ongoing barrier for parents, especially newcomer parents.

Seniors' Community Conversation

15. Seniors are experiencing anxiety and isolation because of the Omicron wave of COVID-19.
16. Seniors appreciated the I-pad course from the Jasper Employment and Education Centre (JEEC).
17. Seniors continue to need digital literacy support.
18. Aqua Fit is running and there is good participation.
19. The Seniors Lounge at the Jasper Activity Centre is getting lots of use from the community.
20. Seniors are experiencing increased stress and anxiety about political tension on a national level.
21. Increases in rent is causing financial stress for seniors.
22. Seniors face technological barriers to accessing financial and other supports due to digital literacy.
23. Seniors are experiencing uncertainty and difficulties to socialize in ways that they are comfortable.
24. It is difficult for people to get outside due to the weather and slippery/icy sidewalks.
25. The Senior's Society is expressing concern about the future of the Seniors Centre at the Activity Centre.
26. Newcomer seniors are looking for ways to connect and be involved in family and community events.

School Age Community Conversation

27. The extended school break really impacted parents with increased financial and emotional stress.
28. The library is noticing many families using their facility and appreciating having that space.
29. With lift of restrictions in March, the Library has seen more peer groups also accessing spaces.
30. Council is exploring the possibility of allowing sledding at snapes hill again.
31. Out of School Care attendance is at 50% due to uncertainty. Children are happy to be socializing.
32. Some children and youth are experiencing shame about socializing and/or having Covid-19.
33. Transportation challenges are made more complex in the cold.
34. Programming is very well attended with children and youth expressing that they would like more.
35. There is still uncertainty about what is happening in town and how to hear about it.

36. Ecole Desrochers would like to invite community members to speak to students on various topics.
37. Glenda the Great continues to be a huge support to individuals, children and families in Jasper.
38. The Community Caring Fund (CCF), accessed through Community Outreach Services, has been instrumental in supporting youth and families that are in isolation.
39. Changes to covid-19 restrictions are increasing anxiety for school age children.
40. Sexual health education is needed as youth navigate the re-entry into increased social activities. Seton Public health are not yet able to go into schools to teach this and responsibility remains with teachers.
41. Families living at JPL are isolate due to a lack of transportation to/from school, COS programming, Extra-curricular activities. This is affecting approx. 6 students from ED and 24-25 families from JES.
42. Victim Services is no longer operating in the same way in Jasper as of March 6th. This is an essential service during Jasper's high/ busy season.
43. There is an increase in requests to subsidize fees for children to participate in extra curricular activities.
44. Children and teens are expressing more desire for in-person activities and opportunities to socialize.
45. There is a need to teach social skills such as cooperation, teamwork and expressing emotions.
46. Post-COVID programmers have noticed increased use of technology to socialize and that children are still relying on technology to communicate - despite being in person and not physically distanced.
47. Children and teens are experiencing anxiety around the war in Ukraine.
48. The Fitness and Aquatic Centre is receiving a lot of requests for both private and group swimming lessons, and currently do not have the capacity to implement programming to meet these requests.

Early Childhood Community Conversation

49. There is continued financial stress for families as parents have been experiencing lay offs through the winter, increases in gas and electrical bills as well as an increase in covid cases requiring isolation, often without pay, for many individuals.
50. Families have access to specialized trauma counselling thanks to relief funding obtained by the Municipality of Jasper and a generous donation from the Jasper Fire Department.
51. Family Violence, including domestic violence, continues to be prevalent over the last four months.
52. Wildflowers Childcare is seeing less uptake in childcare.
53. The new Federal and Provincial Childcare agreement is now based on the number of hours/days a child accesses per month. If a family is only accessing part time care, they don't qualify for as much subsidy as they used to. This is causing increased financial stress for families accessing part time care.
54. Ongoing isolation is resulting in added stress for both children and parents.
55. Covid-19 factors have affected the development of children's social skills.
56. Families are concerned with children not having the social opportunities post covid as they did before.
57. Parents are expressing a desire to learn more about emotional regulation and how to support children.
58. Changes to the eligibility for childcare subsidy have made it even more difficult for newcomer families to receive subsidy for their children in care. Previously, if a child had their application in to become a permanent resident, they were eligible to receive subsidy. Now, the family can no longer receive subsidy while the child is on the 'waitlist' to become a Permanent Resident. Sometimes, families can wait months (up to a year or more).
59. There continues to be a need for regulated and licensed childcare provision outside of regular hours.
60. Dog feces in public spaces including parks and playgrounds continues to be an issue and a barrier for young families to use available spaces.
61. Victim Services is no longer a support available. The timeframe for the crisis team to continue operating is unknown.

Arts and Culture Community Conversation

62. people's abilities to connect with their social groups remains limited with restrictions in place.
63. People are experiencing pandemic fatigue. People are looking for ways to connect.
64. Artists find it hard to work in Jasper because of various barriers, one being the need to reside. Another being finding space to rent or work out of.
65. The Library finds that more people are asking about how and when to access the art gallery, pottery studios and other facilities associated with the arts.
66. Newcomers have mentioned that Jasper does not have a non-denominational space available for prayer/worship especially for those who observe Islam.

Recreation Community Conversation

67. There is a high demand for recreational activities in the community.
68. Because of Covid-19, a lot of recreation programming was cancelled or postponed.
69. The Red Fins are looking for a coach and Jasper Minor Sports are looking for a volunteer to run softball.
70. There is increased optimism with access to drop-in sports using the high school gym starting in April.
71. Municipalities all over Alberta can express interest in hosting the summer/winter games.
72. Recreation and outdoor activities are central to community mental health right now.
73. People are concerned about COVID-19, which results in decreased attendance at indoor recreation.

Environmental Responsibility Community Conversation

74. It is difficult to find a sustainability community in Jasper. Environmental initiatives or opportunities to engage are lacking for newcomers and long-term residents.
75. People are uncertain on how to sort waste and recycling (garbage, composting, recycling). This is especially a challenge for newcomers to Jasper.
76. People are composting but they are collecting their compost in plastic bags and there is a lot of plastic contamination at the transfer station.
77. There are a low number of waste bins in town.
78. People are storing recycling (bottles etc.) in the public bathrooms on Connaught Drive, so there is a need for recycling bins in this location.
79. There is a significant amount of waste in the tourism industry. There is a large number of shrink-wrapped goods from restaurants, bars, and other industries in town. Recently there has been a shift to using cardboard for shipping, although this still presents challenges in recycling as it is difficult to find facilities to recycle cardboard.
80. The Municipality finds it very challenging to find a market for recyclables including glass, cardboard and plastic.
81. There are often non-recyclable plastics in the plastic recycling.
82. The Jasper thrift store attempts to recycle any items that the thrift store does not resell.

OPPORTUNITIES lead to **ACTION**

In this section, opportunities are numbered and action (both municipal and non-municipal) associated with those opportunities are in *green*.

Support all ages with access to and use of technology.

83. Investigate funding opportunities for addressing the digital divide, with the possibility of having community, shared I-pads, more learning opportunities and accessible Wi-Fi: *The Jasper Employment and Education Centre was successful in getting funding to increase training on using technology.*

Support those experiencing financial stress.

84. Continue to investigate financial support for seniors.
85. Investigate relief funding or subsidies available for rent/utility arrears, childcare arrears, food costs etc.: *Community Development has just applied for more relief funding using this input.*
86. Consider the development of a local discount card or access experience card
87. Seek support to address lay offs, cut hours and other challenges that affect parents.
88. Consider more local partnerships to share the cost for bulk grocery runs outside of Jasper.
89. Investigate grants pertaining to food security.
90. Investigate cooperative or parent-owned childcare models.
91. Rent control in Alberta would go a long way to ensure that rent increases are predictable and limited.
92. Continue to pursue obtaining jurisdiction over land use and planning or to have more input in larger decisions (sale of property, development of land) considering the impact these decisions have on the community.
93. Support the Food Rescue program in finding a space for their community fridge: *Community Development is working on moving the community fridge into the Jasper Activity Centre to support this important program.*
94. Communicate the importance of childcare not just for working families. But also, the role high quality childcare plays in providing critical respite care for vulnerable families as well as supporting children who need support with early developmental milestones.
95. Seize opportunities to connect with the Provincial and Federal Governments about how the Federal/Provincial Childcare Agreement is presenting challenges in Jasper, specifically for families who use part time childcare.

Improve communication on what is happening.

96. Advertise programs and courses in a central place (in black and white) for seniors.
97. Develop welcoming and inclusive content on what's going on, specifically for newcomers.
98. Engage newcomers in opportunities to have their perspectives heard: *Community Development engages newcomers monthly through the Newcomer Network. Settlement Services works closely with newcomers through their programming as well.*
99. Increase communication/promotion of public spaces for community members.
100. Develop an email list of tenants using the Jasper Activity Centre and keep them in the loop on renovation project progress: *Community Development is working on that list and plans to engage those interested soon.*
101. Develop tools the community can use to share information on what's going on and how people can connect to community life. *The Municipality is working on a new website, community calendar and*

printed community guide, with funding from Alberta Labour and Immigration, that will better connect residents, and especially newcomers, with what's going on in the community. These projects have been informed by input from community conversations over the past several years.

102. Build relationships with the HR departments in town to better connect Newcomers to information and activities when they arrive in town: *Community Development plans to do this much more over the coming year to orient HR professionals with the new website and community guide.*

Promote social connection.

103. Invite arts/musical performers to put on shows for seniors and the community in general.
104. Develop recreation programming for seniors – walking club, walking meet-ups, Nordic poll walking: *With this input, The Jasper Employment and Education Centre together with Community Outreach Services are offering a Nordic Pole Lending Program. People can sign out the poles for a week at a time.*
105. Look at programs and think about what other spaces they could be delivered in to reach more people.
106. Start a phone committee to connect seniors that are more comfortable socializing from afar.
107. Encourage and support seniors in accessing community events and programs like curling and Zumba.
108. Offer outdoor programming options for children and youth to connect and socialize: *Community Outreach Services is offering numerous programs for children and youth, adults and seniors, all of which have been informed by input from Community Conversations, some of which are collaboratively developed and offered together with other Community Conversations participants.*
109. Establish a dedicated space for young families (0-5) to meet up and socialized in unstructured ways: *Community Development is looking at potential spaces for this specific use.*
110. Fencing around parks can be seen as unwelcoming – could we shift this with positive signage promoting the fence as creating SAFE, enclosed play area.
111. Increasing use of Centennial Park with passive programming such as: advertising specific meeting times at the park to meet other families or having a box of equipment available for all to use at certain times such as: child sized snow shovels and snow moulds, sleds for shared use, soccer balls, badminton rackets and shuttles, kid size basketball hoop, vessels for water play, costume box on stage, outside musical instruments.
112. Advertise a Teddy bear picnic or dance party in the park.
113. Advertise safe weather activities (i.e. rain) have a tub of dirt/sand and make mud pies
114. Investigate opportunities to revive drop-in sports at the Activity Centre's Multi Purpose Hall: *Community Development is looking into this further and hopes to start offering some options soon.*
115. Consider the creation of a gear library out of the activity or fitness centre to make recreation more accessible for community members.
116. Continue to transform spaces that are under utilized as a way to increase free or low-cost opportunities to engage in recreation: *Community Development has secured grant funding for a 20 x 20 tent to be put up seasonally in Centennial Park as an outdoor programming space.*
117. Increase marketing and promotion of low cost or free spaces where people of all ages can recreate: *Community Development took this input and added some communications around encouraging use of Robson Park this past winter. We are also focused on this with the website/community guide.*
118. Investigate opportunities to develop programming for children and youth.
119. Combine age groups in programming so they each teach each other something: *The Jasper Library is putting together a Teens Teaching Tik-Tok program to connect age groups and promote digital skills.*
120. Create recreation opportunities for younger elementary school age children (too young for KAOS).
121. Create drop-in recreation spaces for teenagers.
122. Organize 3 on 3 basketball night in the summer on a drop-in basis.
123. Increase the focus on low-cost recreation in the Winter.

124. Offer low-cost opportunities for community members, and especially newcomers (eg. Soccer).
125. Celebrate Newcomer focused recreation and share these different types of recreation with the community: *Community Development is working with the Newcomer Network (a sort of Community Conversation for newcomers) on how to develop this offering in the community.*
126. Include seniors in recreation conversations and ensure their voices and needs are being heard. Consider ways to engage and promote wellbeing for seniors through recreation opportunities.
127. Look into Tourism Jasper's Ambassador Program. Include a free entry to Fitness and Aquatic Centre.
128. Organize initiatives that strengthen neighbourhood connections and socialization between neighbours: *The Municipality is organizing Fire Smart Day again this year (May 14) which has a strong focus on reducing fire risk at the same time as fostering neighbourhood connections.*
129. Engage kids in neighbourhood focused programs or events: *Community Development is working on a neighbourhood asset mapping project that will be very child-focused.*
130. Design a 'community passport' where new Jasperites can collect experiences. Ideas include: Canyon Walk, basic facility orientation FitAqua, Climbing Wall, Mountain Biking, Aquacise, paddleboarding, darts, curling, pickle ball, old fort point, town trail, fairy tree.
131. Investigate opportunities for sober night activities like a board game night, art nights or poetry slams.
132. Incorporate opportunities for newcomers to meet and practice their English in a casual environment: *Community Development's Newcomer Network program and much of the Settlement Services programming incorporate this priority.*
133. Pursue engagement activities that were a success in the past, like the Porch concert series where musicians played throughout the community. Identify more opportunities for accessible musical performances to be enjoyed in the community.
134. Expand the early childhood play-group program. It is a valuable and healthy space for parents to normalize experiences and connect: *Community Development is looking at ways to have more of a permanent gathering space for young families at the Jasper Activity Centre as well as an accessible space for parents to stop, nurse a baby and have a toddler play safely.*
135. Host a Mother's Day and Father's Day celebration to honour these people in our community. Arrange for childcare on site: *Settlement Services is organizing a Mother's Day event coming in May.*

Increase use and enjoyment of community spaces.

136. Look at the spaces we have and take steps to increase use and enjoyment of those spaces: *Community Development is working on an initiative that invites the community to 'share their passion' with the community through the use of municipal spaces. You will see this initiative materialize shortly.*
137. Conduct a "space" audit in town to see what areas are being under utilized.
138. Incorporate more opportunities for people to explore outdoor spaces, like walking paths, art installations or cultural pieces to go look at and interact with.
139. Allow sledding at Snapes Hill again.
140. Track-set fields in Centennial and Commemoration Parks for xc skiing in Winter.
141. Find ways to utilize the expertise we have on staff for multiple functions. For example, a person working the front desk of the fitness centre, is also a personal trainer: *With this input, the Jasper Fitness and Aquatic Centre will soon be offering orientations to using the gym thanks to the fact that the Administrative Coordinator is also a personal trainer!*
142. Offer 'try it' and 'safe orientation to using equipment' at municipal facilities
143. Consider an outdoor art market for people to come together to share, create and view community art.
144. Host a festival with different cultural foods and music in Robson Park: *Community Development is using this input to help shape a collaborative event taking shape for this Spring/Summer.*

145. Use the arts to revitalize areas in Jasper to increase sense of place and well being: *Community Development is in touch with UpLift about potential walls within municipal spaces and other possible ways to support their project.*
146. Revitalize or enhance public greenspaces near less desirable areas. For example, develop/enhance the green spaces around Cavell to promote wellbeing and build community in that area of town.
147. Partner with UpLift to pursue options for a temporary canvas, community mosaic, paint by numbers, or other engaging mural experiences for the community: *Community Development is in touch with UpLift about potential walls within municipal spaces that would work with their project.*
148. Investigate opportunities to use municipal spaces for community murals.
149. Develop a creative community map that connects people through collective local spaces and features. Promote the variety of experiences one can have when walking through town.
150. Engage youth in cultural and art events
151. Support artists and invite them to utilize spaces and opportunities available in the community.
152. Explore using the Multi Purpose Hall in the Activity Centre as a space for drop-in sports.
153. Seize opportunities to showcase art and local artists through having an art market or art night.
154. Pursue more opportunities for various community members to connect outside: Games out on the info park, promoting Robson Park as community space for people to gather, weekly winter walks, “Rec Night” in Centennial Park with a communal box of games (slack lines, spike ball, lawn bowling)
155. Continue to pursue larger events in outdoor and indoor spaces, like community concerts.
156. Seek spaces within Jasper to offer parent led drop in programming. Ideas were: the museum basement, activity centre, JPL. Support parents in organizing and starting a drop in play space.
157. Assess potential spaces for use for a non-denominational place of worship: *Community Development will be working with the Newcomer Network group to determine the needs of a worship space and then try to figure out what location would work best.*

Increase mental health initiatives and access to mental health support.

158. Look for opportunities to do a community mural – perhaps with tiles that everyone contributes to.
159. Provide more opportunities to educate employers on how to support employee’s mental health. Could there be a ‘community helpers’ style training for business owners: *Community Development is looking into offering Community Helpers Training to business owners and other groups that might benefit.*
160. Normalize Mental Health First Aid as a core employment requirement just as regular First Aid is often one: *Community Development will be taking steps to encourage as many staff as possible to take Mental Health First Aid this spring.*
161. Share resources on mental health between communities: *All members at Community Conversations are quite eager and willing to share resources.*
162. Take opportunities to impress upon the provincial government that the central intake line for Mental Health Therapy is challenging and creating a barrier to accessing services.
163. Share information around mental health in utility bills and in the newspaper or in a mailbox drop.
164. Look into the changing situation with Jasper Victim Services and the potential loss of that service.
165. Suggest that mental health first aid be included in regular first aid instead of a separate course.
166. Prioritize psychological health and safety as a core part of OH&S programs.
167. Fund projects or initiative that are tied to improving the mental health of the community.
168. Pursue the revival of Community Dinners as soon as possible. Investigate other events and programs like Community Dinners that could be promoted and supported to bring community together.

Increase learning and training opportunities.

169. Increase learning and training opportunities for seniors – specifically on using technology: *Jasper Employment and Education Centre is increasing their programming to meet this need.*
170. Offer an opportunity to learn English while also obtaining the Childcare Development Worker 1 certification: *Community Development and Jasper Employment and Education Centre are exploring how other communities have offered this and if it's feasible to offer it here.*
171. Offer training to empower parents learning about emotional regulation, work life balance, and trauma: *Community Outreach Services is coordinating an online Parent Conference this year.*
172. Provide childcare where possible for parent training.
173. Increase capacity to offer the Circle of Security parent training more often.

Increase opportunities for transportation options and promote different types of transportation.

174. Families living at JPL, especially newcomers, are isolated due to lack of transportation for school, COS programming and any extra-curricular activities. Survey families to identify their perspective and needs: *The Municipality is looking into transportation options for the community as a whole that will incorporate the JPL location.*
175. Engage the School boards to discuss solutions for rural students to access schools in town.
176. Look at opportunities to make transportation easier for seniors.
177. Increase the use of the Evergreens Bus for seniors.
178. Encourage residents to think of a senior neighbour and offer to pick them up and drive them places.
179. Look at opportunities to increase human powered transportation instead of car-based transportation: *Community Development is looking into the possibility of having an Active Transportation study done.*
180. Investigate the addition of a bike lane to help children get to school in a safe way.

Promote acceptance around COVID-19.

181. Organize a COVID discussion group.
182. Do 'together but apart' participation in initiatives in the community (like the grief and gratitude tree). What was your craziest covid symptom? How did you feel when you had covid? What are you grieving? How did covid impact your life? How did you cope with health restrictions – how did you get through it? What's one thing you wish your neighbour knew about you? What inspires you? What are you looking forward to? *Community Development took this input and developed the initiative you see at the Jasper Activity Centre. The clouds ask several questions which have been translated into multiple languages. Residents are invited to share their experiences on the sticky notes in response.*
183. Produce community signage to encourage kindness and acceptance of different views as restrictions lift: *As a result of this and the discussion that followed at Community Conversations, Community Development produced the mask signage you see all over the community. Tourism Jasper and the Chamber of Commerce helped to pay to print enough copies to go in private businesses as well.*
184. Can we support parents with education on how to talk to their kiddos about the diversity of approaches with masks and vaccination status etc. (childcare provided, live music, entertainment)
185. Support children and youth to understand that a desire to socialize is very normal and that catching COVID is nothing to be ashamed of.

Increase opportunities for businesses and people to make environmentally sustainable choices.

186. Create a Sustainability level system for businesses. Banff has implemented a sustainability community champions program that we could take a look at modelling to Jasper.
<https://www.thecragandcanyon.ca/news/local-news/banff-honours-zero-waste-trailblazers>
187. Consider a single use plastic and Styrofoam ban in the community.
188. Create more access to bear proof bins to give people more of an opportunity to separate their waste.
189. Consider a waste/plastic free model for the town.
190. Involve schools and children in sustainability initiatives.
191. Promote a shop local campaign
192. Bring back the studded tire rebate to encourage people to continue to use modes of active transportation in the winter months
193. Create rebates for small energy efficiency upgrades for homes (i.e., windows, insulation, appliances).
See [Town of Banff's Env Rebate program](#)
194. Expand the community garden to create connections between people and their food
195. Investigate the implementation of more renewable energy at both the higher level (on Municipal/Parks buildings) and grassroots level: example a bike powered laundry machine for community use.
196. Create rebates for solar panels. Town of Banff offers \$750/kW up to 20kW
197. Increase involvement in recycling and composting by handing out small colour coated bins for cardboard, plastic, glass etc. along with information on how to sort.

Increase community wide engagement, communication and education around Environmental Responsibility.

198. Create an engagement/comms plan regarding environmental responsibility including but not limited to: composting, recycling, reducing and reusing etc. Have easy to read signage on all waste bins.
199. Update the website with more information on environmental responsibility. Better communication on "How to be sustainable or environmentally responsible" will make community wide sustainability choices easier and more effective: *Community Development and Operations are starting on this, refining the content there now so that it is updated for the new website/community guide.*
200. Educate people with a sustainability handbook on reducing waste.
201. Host clean up events and other opportunities for residents to get involved with Environmental Responsibility: *FireSmart Day will incorporate this feedback as well this year and be planned with that environmental responsibility lens as well.*
202. Consider the previous role of the environmental stewardship coordinator and whether that type of a role would bring value to this work again.
203. Revisit/update the community's sustainability plan (2011).
204. Create systems to ensure that the conversation on environmental responsibility continues and delivers recommendations to Municipal Council regularly: *Community Development is striving to set up systems to ensure that recommendations from all of the conversations are delivered to Municipal Council effectively. This will be a work in progress and will improve overtime with input from all involved.*
205. Create a sustainability map that is interactive for locals to use: *Community Development has asked our web developer about this option and investigating options for inclusion on the new website.*
206. Create an Instagram page for sustainability. Have an easy-to-follow, nicely laid out page, featuring information on how to recycle, the impacts on recycling and composting etc.

Focus on reducing energy use and reducing waste.

207. Bring awareness to “Waste Reduction Tips” like asking the Post Office for a sticker on your mail box to not receive flyers and advertisement.
208. Provide water bottle refill stations throughout town to encourage people to stop buying bottled water.
209. Promote and support community bike recovery programs, garage sales, gear swaps and/or a gear library to reduce amount of new gear/clothing people individually purchase.
210. Library of things Banff example: This program creates a culture and community of sharing instead of people having to purchase new. <https://www.banff.ca/1216/Library-of-Things>
211. Zero Waste Model: reduce waste, cardboard and plastic in the business sector through supporting businesses and/or creating a mandate through a policy. Leverage businesses already doing sustainability best practices.
212. Highlight/promote businesses that are following sustainability best practices.
213. Incentivise consumers to bring reusable containers to restaurants and cafes. Bring back your own mug (post-covid). Example: “Banff isn’t disposable” <https://www.facebook.com/banffisntdisposable/>
214. Support food recovery and continue to distribute unconsumed food in town: *Community Development has taken steps to relocate the Community Fridge to the Activity Centre.*
215. Reduce energy use: public transportation to and from campgrounds, reduce number of private vehicles throughout the park. Example: shuttle to and from Edith Cavell.
216. Investigate a program to guide best sustainability practices for businesses. Investigate way to incentivize waste and energy reduction in the business sector.

Engage youth in environmental responsibility.

217. Identify other programs that have an environmental focus and explore opportunities to collaborate.
218. Implement a positive ticket concept for children/youth making sustainable choices.
219. Coordinate environmentally themed story time and activities for children: *The Library will be starting its Story Time program again soon!*
220. Engage children and youth in community clean-ups/environment week.
221. Have a kids based clean up event so that they tell their parents.
222. Draw children to the Farmer’s Market with an incentive.
223. Organize training for children on Indigenous ways of being respectful first to the land.
224. Organize a cardboard sculpture contest to engage children and reflect the issue of so much cardboard.
225. Encourage sporting organizations to fundraise in environmentally focused ways for their teams.

MEASURING SUCCESS

What do you like about how Community Conversations works?

#	RESPONSES
1	Awesome opportunity to give direct thoughts and impressions for the various groups
2	great networking, able to pick up on emerging trends and issues and possibly offer learning opps that help
3	It's an excellent platform for sharing current information between the various municipal organizations and the public of all ages and interests.
4	I like the fact that it is open to anyone in the community.
5	It's a good opportunity to chat with and learn from people involved in similar spaces. I also think it runs smoothly. The hand raising emoji system works well.
6	I enjoy that it has a captured a wide range of voices across the community that otherwise would not have a forum for discussion.
7	It gives everyone the opportunity to hear different opinions and get ideas for things that are working well and things that could be improved upon in the community.
8	An excellent way to bring a variety of interested community people together to talk about and share issues in the community and connecting community
9	Finding the community of people who share interests.
10	It allows me and my organization an opportunity to find out what is happening n the community with other organisations and trends.
11	I like the zoom format even though covid is over- it is easier to balance in my workday . I also like the new way of focussing on issues in breakout rooms. I've been participating in community team meetings for years, and they've never been better.

Is there anything we could be doing differently to improve the process?

#	RESPONSES
1	I think your approach is excellent!
2	I wonder if this is really a place that people attend just to find out what's going on in the community - maybe? Is that the purpose of these meetings? I thought these conversations were to identify issues and trends and work on solutions as a community/group...
3	Nothing comes to mind.
4	You have been very responsive to adjustments to date; keep up the amazing work!
5	No, keep up the excellent and amazing work and model
6	offer these opportunities to connect after 5pm? or on weekends?
7	I can;t think of anything at this time, so far it has been very rewarding when I can join in.
8	No

Please indicate which of the below statements apply to your experience with Community Conversations:

ANSWER CHOICES	RESPONSES
Community Conversations is a valuable use of my time.	90.91% 10
I feel more connected to what's gong on in town and the services available through participating in Community Conversations	90.91% 10
Community Conversations results in more collaboration between the Municipality and external groups or individuals in the community.	90.91% 10
Community Conversations is an effective way to document the changing priorities of residents and then report that information to Municipal Council.	72.73% 8
I have told a friend or colleague about Community Conversations.	54.55% 6
Total Respondents: 11	

Any additional comments or feedback:

#	RESPONSES
1	My schedule often conflicts with conversation times BUT I am always interested in reading about the outcomes!
2	I enjoy working with the various stakeholders, valuable information is mined and shared at these meetings.
3	Thanks for doing these and including us in the discussions!
4	I strongly hope that our recommendations to Municipal Council will be reviewed and acted upon.
5	This community is very fortunate to have developed this system of communication and involvement
6	Community conversations are an effective way to relay priorities back to council. They have also been designed to replace some of the older boards. Like the C&R board. Which not only collected info from community members to take back to the Muni...the boards allowed for working members of the Muni to bring concerns to community members for input. The new model of conversations doesnt seem to have the reciprocity that the working boards did. At least not yet? That is why i did not check the box above that says the conversations are an effective way to report info to council. They feel, to me, to be a one way conversation...and i understand that they are new and maybe that reciprocity is coming.
7	Now that a municipality rep is joining in on the conversations I think point 3 above is important. Thank you and keep up the good work.
8	I just want to put a shout out to Lisa Reddell on record. She doesn't amazing job running these conversations. She brings energy, enthusiasm, and the gift of being able to moderate conversations, and pull everyone into them. This is especially hard on a virtual format, and Lisa absolutely shines. Great work!

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)
Mountain Makers Arts & Culture	July 27, 2021	Director of Community Development	That Committee direct Administration to come back to a future Committee of the Whole meeting with a report to follow up on the request made in the presentation today July 27, 2021.	March 2022 April 2022
S-Block Parking	September 14, 2021	Director of Protective & Legislative Services	That Committee direct Administration to return to a future Committee of the Whole meeting with a policy level discussion regarding the use of S-block parking.	March 2022 April 2022
Relationship with JCTS & Friends of Jasper Culture & Recreation	September 14, 2021	Director of Community Development	That Committee direct Administration to bring forward recommendations on how to enhance the relationship between the municipality and local non-profit organizations including Jasper Community Team Society and Friends of Jasper Culture and Recreation.	March 2022 May 2022
Municipal Staff Housing	September 14, 2021	Director of Finance & Administration	That Committee direct Administration to bring forward a draft policy to address all aspects of Municipal Staff Housing.	March 2022
Sledding at Snape's Hill	January 11, 2022	Director of Operations	That Committee direct Administration to return to Council with a report identifying any opportunities for closure or partial closure of Willow Street and Geikie Street to accommodate sledding at Snape's hill.	April 2022
2018-2022 Council Strategic Plan	January 25, 2022	CAO	That Committee direct Administration to report back to the next Committee of the Whole as to the possibility of updating progress on the priorities outlined in the 2018-2022 Council Strategic Plan.	March 2022
Garage Suites Feedback	February 8, 2022	CAO	That Committee direct Administration to return to a future Committee meeting with options to address the following issues: <ul style="list-style-type: none"> • Emergency access • User access 	March 2022 April 2022

			<ul style="list-style-type: none"> Water, waste water, solid waste, and recycling capacity Parking and enforcement 	
Sidewalk Seating and Retail Area Extension Program	February 8, 2022	CAO & Director of Protective & Legislative Services	<p>That Committee direct Administration to bring back changes to the sidewalk seating and retail area extension program as follows:</p> <ul style="list-style-type: none"> That applications that are consistent with Parks Canada’s architectural design and motif be given multi-year approvals for up to three years; That legacy installations that <u>are not</u> consistent with Parks Canada’s architectural design and motif guidelines be granted approval for the 2022 operating season; That the process to renew existing applications where no change to the previously approved configuration is proposed be streamlined. That Committee direct Administration to work with Parks Canada to ensure an avenue of appeal for any applicant who is denied as a result of the application of the Parks Canada architectural design and motif guidelines. <p>That Committee direct Administration to add the following change to the sidewalk seating and retail area extension program:</p> <ul style="list-style-type: none"> that for 2022 the \$1,650 per stall fee be discounted by 50% and in 2023 the discount be removed. 	March 2022
Paid Parking Resident Exemptions	February 8, 2022	Director of Protective & Legislative Services	That Committee direct Administration to develop a program to assist individuals with mobility or technology issues separately from the preloaded credit program.	April 2022
Activity Centre Renovation	February 22, 2022	CAO & Director of Community Development	That Committee direct Administration to advance the Activity Centre Renovation Project design inclusive of the recommended scope items; and, return with a final costing for approval at a future committee of the whole meeting.	April 2022

			<p>That Committee direct Administration to include the following additional scope items in the design and final costing for approval:</p> <ul style="list-style-type: none"> • the full renovation of both men’s and women’s change rooms • the expansion of the building footprint to upgrade arena change rooms • the conversion of one squash court to a multipurpose space • the renovation of the activity centre basement washrooms to meet accessibility standards • the Arena Viewing Lounge • the relocation of the seniors lounge adjacent to the activity centre lobby and consolidate administrative spaces 	
Parcel GB Development / in response to Community Petition	March 8, 2022	CAO	That Committee direct Administration to request preliminary information such as renderings and site plans for the proposed GB development and return to a future Committee of the Whole meeting.	April 2022
UpLift! Mural Festival	March 8, 2022	Director of Community Development	That Committee direct Administration to come back with recommendations on how the Municipality can support the 2022 UpLift! Mural Festival; and, that the potential to add a temporary canvas location be included.	March 2022
2024 Alberta Winter Games	March 8, 2022	CAO	That Committee direct Administration to reach out to neighboring communities of Hinton, Edson, and Yellowhead County to gage interest in cohosting the 2024 Alberta Winter Games.	March 2022