

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
March 21, 2023 | 1:30 pm  
Jasper Library & Cultural Centre – Quorum Room  
[Municipality of Jasper Strategic Priorities 2022-2026](#)



**Notice:** Council members and staff are at the Jasper Library and Cultural Centre. 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 1:30 pm, use this Zoom link: <https://us02web.zoom.us/j/87657457538>**

**1 CALL TO ORDER**

**2 APPROVAL OF AGENDA**

2.1 Regular meeting agenda, March 21, 2023 attachment

*Recommendation: That Council approve the agenda for the regular meeting of March 21, 2023 as presented.*

**3 APPROVAL OF MINUTES**

3.1 Regular meeting minutes, March 7, 2023 attachment

*Recommendation: That Council approve the minutes of the March 7, 2023 Regular Council meeting as presented.*

3.2 Committee of the Whole meeting minutes, March 14, 2023 attachment

*Recommendation: That Council approve the minutes of the March 14, 2023 Committee of the Whole meeting as presented.*

**4 CORRESPONDENCE**

4.1 Ashley Van Tighem – Jasper Hockey League Conduct and Violence attachment

*Recommendation: That Council receive the correspondence for information.*

**5 DELEGATIONS**

**6 NEW BUSINESS**

6.1 Paid Parking 2023 attachment

*Recommendation: That Council expand paid parking to include:*

- *Connaught Drive between Hazel Avenue and the 700-block residential area; and*
- *the off-street parking lot and on-street parking on the 200-block of Connaught Drive.*

*Recommendation: That Council convert the upper McCready Centre parking lot to resident parking only.*

*Recommendation: That Council increase parking lot rates to \$2.50 per hour and on street parking to \$3.50 per hour.*

*Recommendation: That Council approve an increase to the parking lot daily rate to \$15.*

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6.2 Alberta Living Wage Network attachment

*Recommendation: That Council approve the Municipality of Jasper joining the Alberta Living Wage Network.*

6.3 Equity, Diversity, & Inclusion Master Plan Implementation Update attachment

*Recommendation: That Council receive the report for information.*

6.4 Recreation Renovation Public Information and Schedule Update attachment

*Recommendation: That Council receive the March 2023 Recreation Renovation Public Information and Schedule Update for information.*

6.5 International Day for the Elimination of Racial Discrimination Proclamation attachment

*Recommendation: That Council proclaim March 21st as the International Day for the Elimination of Racial Discrimination in Jasper.*

**7 NOTICES OF MOTION**

**8 COUNCILLOR REPORTS**

[8.1 Council's appointments to boards and committees](#)

**9 UPCOMING EVENTS**

NETMA – 5-7pm, Wednesday, March 22, Jasper Library & Cultural Centre, Quorum Room

Jasper Pride & Ski Festival – April 14-23

Discuss Recycling Industry & Waste Reduction with the West Yellowhead Regional Waste Management Authority and the Municipality of Jasper – 10am-4:30pm, April 27, Lobstick Lodge, Skyline Room

**10 IN CAMERA**

10.1 Mayor's Recognition Awards FOIP s. 17(2)(j)(iv)

**11 ADJOURNMENT**

*Recommendation: That, there being no further business, the regular meeting of March 21, 2023 be adjourned at \_\_\_\_\_.*

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

Municipality of Jasper  
**Regular Council Meeting Minutes**  
 Tuesday, March 7, 2023 | 1:30 pm  
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Ralph Melnyk, Councillors Kathleen Waxer, Scott Wilson, Helen Kelleher-Empey, Rico Damota and Wendy Hall		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Local 3 observers		
Call to order	Mayor Ireland called the March 7, 2023 regular meeting to order at 1:32pm.		
Additions to agenda #92/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council add the following item to the March 7, 2023 meeting agenda: <ul style="list-style-type: none"> <li>• In-camera item 10.2 Land and legal matter</li> </ul>		
	FOR 6 Councillors (Councillor Kelleher-Empey was absent for vote)	AGAINST 0 Councillors	CARRIED
Approval of agenda #93/23	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the agenda for the March 7, 2023 regular meeting as amended.		
	FOR 6 Councillors (Councillor Kelleher-Empey was absent for vote)	AGAINST 0 Councillors	CARRIED
Approval of Legislative Committee minutes #94/23	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the minutes of the February 7, 2023 Legislative Committee meeting as presented.		
	FOR 6 Councillors (Councillor Kelleher-Empey was absent for vote)	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #95/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the February 21, 2023 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #96/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the February 28, 2023 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence - Parks Canada Annual Land Use Planning & Development Report #97/23	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the Parks Canada Annual Land Use Planning & Development Report for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Delegations	none		
Director of Protective & Legislative Services Report #98/23	<p>Director of Protective &amp; Legislative Services, Christine Nadon, presented a report to Council reviewing recent major projects; staffing and service trends; and news in communications and engagement within the department.</p> <p>MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council accept the Director of Protective &amp; Legislative Services’ report for information.</p>	<p>FOR 7 Councillors</p> <p>AGAINST 0 Councillors</p>	CARRIED
Capital Budget Carry Forward to 2023 #99/23	<p>MOTION by Councillor Damota – BE IT RESOLVED that Council approve the carry forward capital list of incomplete 2022 projects to the 2023 capital budget as presented.</p>	<p>FOR 7 Councillors</p> <p>AGAINST 0 Councillors</p>	CARRIED
Alberta Francophonie Month Proclamation Request #100/23	<p>MOTION by Councillor Waxer – BE IT RESOLVED that Council proclaim March as the annual Mois de la francophonie albertaine (Alberta Francophonie Month).</p>	<p>FOR 7 Councillors</p> <p>AGAINST 0 Councillors</p>	CARRIED
Notices of Motion	none		
Councillor Reports	<p>Councillor Melnyk attended a Community Futures West Yellowhead meeting last Thursday.</p> <p>Mayor Ireland, Councillor Wilson, and CAO Given attended the Tourism Industry Association of Alberta conference last week.</p> <p>Councillor Damota attended the Adult Community Conversation last Wednesday.</p> <p>Mayor Ireland continues weekly meetings with consultants and counterparts in Banff and Canmore on February 22 and March 1 to discuss the ongoing tourism based communities initiative. He also attended NETMA on February 22, the Seniors Community Conversation on March 1, and a flag raising ceremony on March 2 at École Desrochers to celebrate March as Mois de la francophonie albertaine (Alberta Francophonie Month).</p> <p>Mayor Ireland was interviewed by CBC regarding potential rent increases in town. The interview is expected to air tonight.</p>		
Upcoming events	Council received a list of upcoming events for information.		
In-camera #101/23	<p>MOTION by Councillor Wilson to move in camera at 2:55pm to discuss agenda items:</p> <ul style="list-style-type: none"> <li>• 10.1 Intergovernmental matters, FOIP s. 21(1)</li> <li>• 10.2 Land and legal matter, FOIP s. 17</li> </ul>	<p>FOR 7 Councillors</p> <p>AGAINST 0 Councillors</p>	CARRIED
	Mr. Given and Ms. Nadon also attended the in camera session.		
Move out of camera #102/23	<p>MOTION by Councillor Waxer to move out of camera 4:22pm.</p>	<p>FOR 7 Councillors</p> <p>AGAINST 0 Councillors</p>	CARRIED

Adjournment  
#103/23

MOTION by Councillor Wilson – BE IT RESOLVED that, there being no further  
business, the regular meeting of March 7, 2023 be adjourned at 4:22pm.

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

\_\_\_\_\_  
Mayor

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

DRAFT

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, March 14, 2023 | 9:30am  
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.
Present	Mayor Richard Ireland, Deputy Mayor Ralph Melnyk, Councillors Rico Damota, Scott Wilson, Wendy Hall, and Helen Kelleher-Empey
Absent	Councillor Kathleen Waxer
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Faraz Khan, Municipal Energy manager Emma Acorn, Legislative Services Coordinator Amanda Stevens, Communications Manager Jake Dean & Chetak Shah, Colliers Project Leaders Bob Covey, The Jasper Local Peter Shokeir, The Fitzhugh 7 observers
Call to Order	Deputy Mayor Melnyk called the March 14, 2023 Committee of the Whole meeting to order at 9:31am and began with a <a href="#">Traditional Land Acknowledgement</a> .
Additions/deletions to the agenda	Deputy Mayor Melnyk received requests from Councillors to amend the order of items under new business and received information that could affect quorum of the March 28 Committee of the Whole meeting. The following re-order was suggested along with one new item: 7.1 Paid Parking 2023 7.2 S-Block Parking 2023 7.3 Climate Resiliency Capacity Building Project 7.4 Alberta Living Wage Network 7.5 Joint Use and Planning Agreement Authority to Negotiate 7.6 Motions for AB Munis 7.7 March 28 Committee of the Whole Meeting Quorum & Chair
Approval of agenda #104/23	MOTION by Councillor Kelleher-Empey that Committee approve the agenda for the March 14, 2023 Committee of the Whole meeting as amended.  FOR 6 Councillors                      AGAINST 0 Councillor  CARRIED
Business arising from February 28, 2023 minutes	none

Delegations – Jasper Community Housing Corporation (JCHC) Business Plans with Colliers #105/23	Chetak Shah and Jake Dean with Colliers Project Leaders presented to Council regarding the development of a JCHC Business Plan and discussed background information, proposed methodology, the project schedule and next steps.  MOTION by Councillor Damota that Committee receive the Jasper Community Housing Corporation Business Plan prepared by Colliers for information.	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Correspondence	none			
Paid Parking 2023	Director of Protective & Legislative Services, Christine Nadon, presented a report detailing the 2022 Paid Parking program and recommendations from Administration for 2023. Director of Finance & Administration, Natasha Malenchak, was also present to assist with financial questions.  Mayor Ireland left the meeting at 10:32am			
Recess	Deputy Mayor Melnyk called a recess from 11:02-11:13am.			
Paid Parking 2023 continued #106/23	MOTION by Councillor HALL that Committee direct Administration to modify the resident permit program to a one-time registration process (no on-street action required).	FOR 5 Councillors	AGAINST 0 Councillor	CARRIED
#107/23	MOTION by Councillor Damota that Committee recommend Council to expand paid parking into the ghost zone on Connaught Drive between Hazel Avenue and residential.	FOR 5 Councillors	AGAINST 0 Councillor	CARRIED
#108/23	MOTION by Councillor Kelleher-Empey that Committee recommend Council convert the upper McCready Centre parking lot to resident parking only.	FOR 3 Councillors	AGAINST 2 Councillors (Councillors Hall & Wilson)	CARRIED
#109/23	MOTION by Councillor Wilson that Committee recommend Council keep the rates the same for the 2023 season.	FOR 1 Councillor (Councillor Wilson)	AGAINST 4 Councillors	DEFEATED

- #110/23                    MOTION by Councillor Kelleher-Empy that Committee recommend Council increase parking lot rates to \$2.50 per hour and on street parking to \$3.50 per hour.
- |               |                                     |         |
|---------------|-------------------------------------|---------|
| FOR           | AGAINST                             |         |
| 4 Councillors | 1 Councillor<br>(Councillor Wilson) | CARRIED |
- #111/23                    MOTION by Councillor Hall that Committee recommend Council approve an increase to the parking lot daily rate to \$15.
- |               |                                     |         |
|---------------|-------------------------------------|---------|
| FOR           | AGAINST                             |         |
| 4 Councillors | 1 Councillor<br>(Councillor Wilson) | CARRIED |
- #112/23                    MOTION by Councillor Damota that Committee direct Administration to develop a bulk purchase program for hotels with limited onsite parking.
- |               |              |         |
|---------------|--------------|---------|
| FOR           | AGAINST      |         |
| 5 Councillors | 0 Councillor | CARRIED |
- #113/23                    MOTION by Councillor Damota that Committee direct Administration to return to Council with a paid parking expanded program including the east off-street lot and on-street parking on Connaught.
- |               |              |         |
|---------------|--------------|---------|
| FOR           | AGAINST      |         |
| 5 Councillors | 0 Councillor | CARRIED |
- S-Block Parking 2023                    Committee received recommendations and alternatives from Administration in regards to the S-Block commercial parking lot for 2023. Ms. Nadon provided details on the history of the services provided, costs, and more.
- #114/23                    MOTION by Councillor Wilson that Committee direct Administration to revise the Storage Lots Bylaw to increase rental fees to \$450 annually, including a provision to provide a \$30 annual discount for electronic payments, and return to a regular meeting for first reading.
- |               |              |         |
|---------------|--------------|---------|
| FOR           | AGAINST      |         |
| 5 Councillors | 0 Councillor | CARRIED |
- #115/23                    MOTION by Councillor Kelleher-Empy that Committee direct Administration to develop a program for the S-Block parking lot where unused commercial stalls are made available to residents for winter seasonal vehicle storage, and summer seasonal and overnight paid parking.
- |               |              |         |
|---------------|--------------|---------|
| FOR           | AGAINST      |         |
| 5 Councillors | 0 Councillor | CARRIED |

#116/23	<p>MOTION by Councillor Damota that Committee direct Administration to work towards standardizing practices in storage lots, including:</p> <ul style="list-style-type: none"> <li>o renewing leases with Parks Canada,</li> <li>o developing a maintenance plan with the Operations Department, and</li> <li>o bringing forward recommendations for capital upgrades in 2024</li> </ul>	<p>FOR 5 Councillors</p>	<p>AGAINST 0 Councillor</p>	<p>CARRIED</p>
Climate Resilience Capacity Building Project	<p>Council received a report from Municipal Energy Manager, Faraz Kahn, detailing the Climate Resilience Capacity Building Project and its aims to support communities in Alberta to assess and address the impacts of climate change on their local environment, infrastructure, economy, and health.</p>			
#117/23	<p>MOTION by Councillor Wilson that Committee direct Administration to proceed with the proposed Climate Resilience Capacity Building Project.</p>	<p>FOR 5 Councillors</p>	<p>AGAINST 0 Councillor</p>	<p>CARRIED</p>
Recess	<p>Deputy Mayor Melnyk called a recess from 12:00-1:03pm.</p>			
Alberta Living Wage Network	<p>In the absence of Mayor Ireland who had requested the item be added to the agenda, CAO Bill Given reviewed the provided information, which is attached to today's agenda.</p>			
#118/23	<p>MOTION by Councillor Damota that Committee recommend Council approve the Municipality of Jasper joining the Alberta Living Wage Network.</p>	<p>FOR 5 Councillors</p>	<p>AGAINST 0 Councillor</p>	<p>CARRIED</p>
Joint Use and Planning Agreement Authority to Negotiate	<p>Mr. Given presented recommendations to Committee regarding the joint use agreement between the MoJ and the Grande Yellowhead Public School Division.</p>			
#119/23	<p>MOTION by Councillor Kelleher-Empey that Committee direct Administration to enter into negotiations with the School Boards based on the attached Draft Joint Use and Planning Agreement (JUPA).</p>	<p>FOR 5 Councillors</p>	<p>AGAINST 0 Councillor</p>	<p>CARRIED</p>
Motions for AB Munis #120/23	<p>MOTION by Councillor Kelleher-Empey that Committee direct Administration to draft resolutions on the following items for the 2023 AB Munis to present at the next Legislative Committee meeting:</p> <ul style="list-style-type: none"> <li>• Victims of crime/trauma services</li> <li>• Rent control in Alberta</li> </ul>	<p>FOR</p>	<p>AGAINST</p>	

5 Councillors

0 Councillor

CARRIED

March 28  
Committee of the  
Whole meeting  
chair and quorum

Deputy Mayor Melnyk shared that two Councillors expect to be away for the March 28 Committee of the Whole meeting which will be chaired by Councillor Hall.

Motion Action List  
#121/23

Administration reviewed the Motion Action List.

MOTION by Councillor Hall that Committee approve the following update to the Motion Action List:

- Remove the S-Block item and add motions from today

FOR

AGAINST

5 Councillors

0 Councillors

CARRIED

Councillor reports

Councillor Kelleher-Empey attended a TransCanada Yellowhead Highway Association meeting last week. She will be attending an Evergreens Foundation budget meeting this Thursday.

Councillor Hall attended an Early Childhood and School Age Community Conversation last Wednesday.

Councillor Melnyk will be attending a Jasper Yellowhead Historical Society monthly meeting tonight and the annual general meeting this Monday.

Upcoming Events

Council reviewed a list of upcoming events.

Adjournment  
#122/23

MOTION by Councillor Damota that, there being no further business, the Committee of the Whole meeting of March 14, 2023 be adjourned at 1:37pm.

FOR

AGAINST

5 Councillors

0 Councillors

CARRIED

## AGENDA ITEM 4.1

**From:** [Ash Van Tighem](#)  
**To:** [Municipality of Jasper](#)  
**Subject:** JHL Conduct and Violence  
**Date:** Thursday, March 16, 2023 8:37:16 PM

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Dear Mayor Ireland and Council,

I am writing to express my concern regarding the increasing violence during JHL hockey games held at the arena. As a concerned parent and spectator, I have witnessed three specific incidents of violence during these games that would be considered assault outside the context of hockey. What makes this issue even more concerning is that children, including my own child, have been present at all of the games in which I have witnessed violence.

We all know that hockey is known for its passion and physicality, and it is precisely this aspect of the game that makes it so exciting to watch. However, while there is certainly a place for rough play and tough competition, it is important to recognize that there are limits to what should be considered acceptable behaviour at an all-ages arena run by our municipality. As a concerned parent and spectator, I have witnessed a disturbing trend of increasing violence and violations of JHL rules during hockey games. While I understand and appreciate the passion that drives players to compete at their highest level, it is crucial that we maintain a safe and respectful environment for all involved.

Before I get into some details that highlight how strongly I feel this has gotten out of hand, I have to recognize that the majority of people playing in the JHL are doing so in the right spirit of the game. They go out there and play with respect and integrity; I see that all the time so I don't want the rest of my letter to diminish all the great things that are happening out there on the ice in the JHL, and I don't want my words to paint all of the players in this negative light.

One particularly unfortunate incident that stands out occurred in the fall of 2022. My son watched a fight that led to one of the players having several broken toes while the other received a back injury. During that same game, a man who was intoxicated in the stands came onto the ice and attempted to fight a player. Unfortunately, I wasn't there with my son at this game as I assumed I was just sending him to watch an innocent game that his dad was playing in. He is at an age where one would assume it's fine to send their kid alone to the arena to watch a game with their friends at 6:00 PM. A few weeks ago while watching the end of a game, a kid said to me after we witnessed a particularly nasty but quick fight, "oh my god, that guy is trying to cut that guy's neck with his skate." This was right after me and all the kids saw a player jump on top of another player that was down and repeatedly pound his head into the ice. I'm 100% certain this player wasn't actually trying to cut his opponent's neck as he made stomping motions onto his body, but that is how it was interpreted by a kid.

Unfortunately, this violent trend has only continued and culminated in an incident that occurred on the ice at the end of the final game on Super Sunday, March 12. This event was meant to be a fun, all-ages event where parents and kids could watch the game in a safe and enjoyable environment. However, it ended in a disgusting display of disrespect, derogatory language, and what most would consider assault in a league that "bans" fighting. This event was further compounded by open drinking in the stands, many intoxicated people, and empty drink cans littering the facility; kids were even using an empty beer can as a puck to play with the broken sticks they were collecting from the players. Just to the side of all this, a girl guide table was set up which was great until the atmosphere changed in the way it did.

The type of violence that I have seen this year is simply unacceptable and poses a significant risk to the well-being of both players, refs, spectators, community, public facilities, and the kids who look up to the people on the ice. I think it goes without saying what type of message we are sending to our kids growing up in this sport. Many of the players in the JHL are minor sports coaches; I don't think I need to elaborate on that for you to understand my concerns there.

I am sympathetic to some people's desire to attend JHL games without children present so that they can be rowdy and really get into it without censoring themselves. Maybe there is a way to make that happen, and if that comes up in discussion, I totally understand why. I'm not here to suggest we take *reasonable and non-violent* adult fun and passion out of these events.

I don't want this letter to be only focused on the negativity but also stoke some forward movement and creative thinking about how the community can come together to create change. I once heard sports journalist and author of "Crossing the Line: Sexual Assault in Canada's National Sport," Laura Robinson, speaking in regards to the violence and sexual misconduct happening in Hockey Canada. She stated that she believes the only way to create real change is to influence hockey culture at the community level so that as kids come up in the sport, they don't take the toxicity with them as they mature. I tend to agree. By the way, Laura has been researching and writing about misconduct in hockey since the mid to late 90s.

Off the top of my head, here are a few ideas that could potentially spark some discussion and strike some balance here in our community:

- A municipally run campaign about respect in sport at all ages across all leagues
- Have the mayor or the CAO drop the puck on Super Sunday after opening remarks about respect in sport, non-violent contact, and being an inspiration and example to the children in attendance
- Sell tickets to Super Sunday for a small fee or by donation and then give the proceeds to Jasper Minor Sports to create an annual event for our hockey teams to participate in a team-building day with a heavy focus on the importance of fun, respect, and sportsmanship
- Refs on a mic at the start of the game explaining the rules of zero tolerance for violence. They could perhaps explain the expectations of conduct while also acknowledging the kids in the stands
- Gratuitous violence on the ice is met with strict and clear consequences, including heavy suspensions
- Security on-site at JHL's expense so once the players are off the ice, the hallways are safe for our children (I know this one sounds extreme but I have an incident in mind that happened last season which makes this actually sound justifiable)
- Perhaps on Super Sunday, there can be a beer garden, and one section of the stands is designated for people who want to have a drink but need to stay away from the kids

I'm positive that with collective effort and community involvement, these ideas can be expanded upon and improved in so many creative ways that keep the excitement in JHL hockey but make it a positive experience for the community.

I am asking Council to take action within its power to restore the spirit of these games in a public municipal facility so that families and kids can be safe and free to have fun, where the adults playing in these games aren't at risk of serious injury, and the referees aren't harassed and verbally abused for doing the best they can given the circumstances.

I believe that with your help, we can restore the integrity and safety of these games. The JHL hockey games can once again become a family-friendly environment where we can enjoy watching the game

Thank you for taking the time to consider my concerns. I appreciate your attention to this important matter and look forward to hearing from you soon.

If possible, I would appreciate this item making it to the public agenda.

Best regards,

Ashley Van Tighem



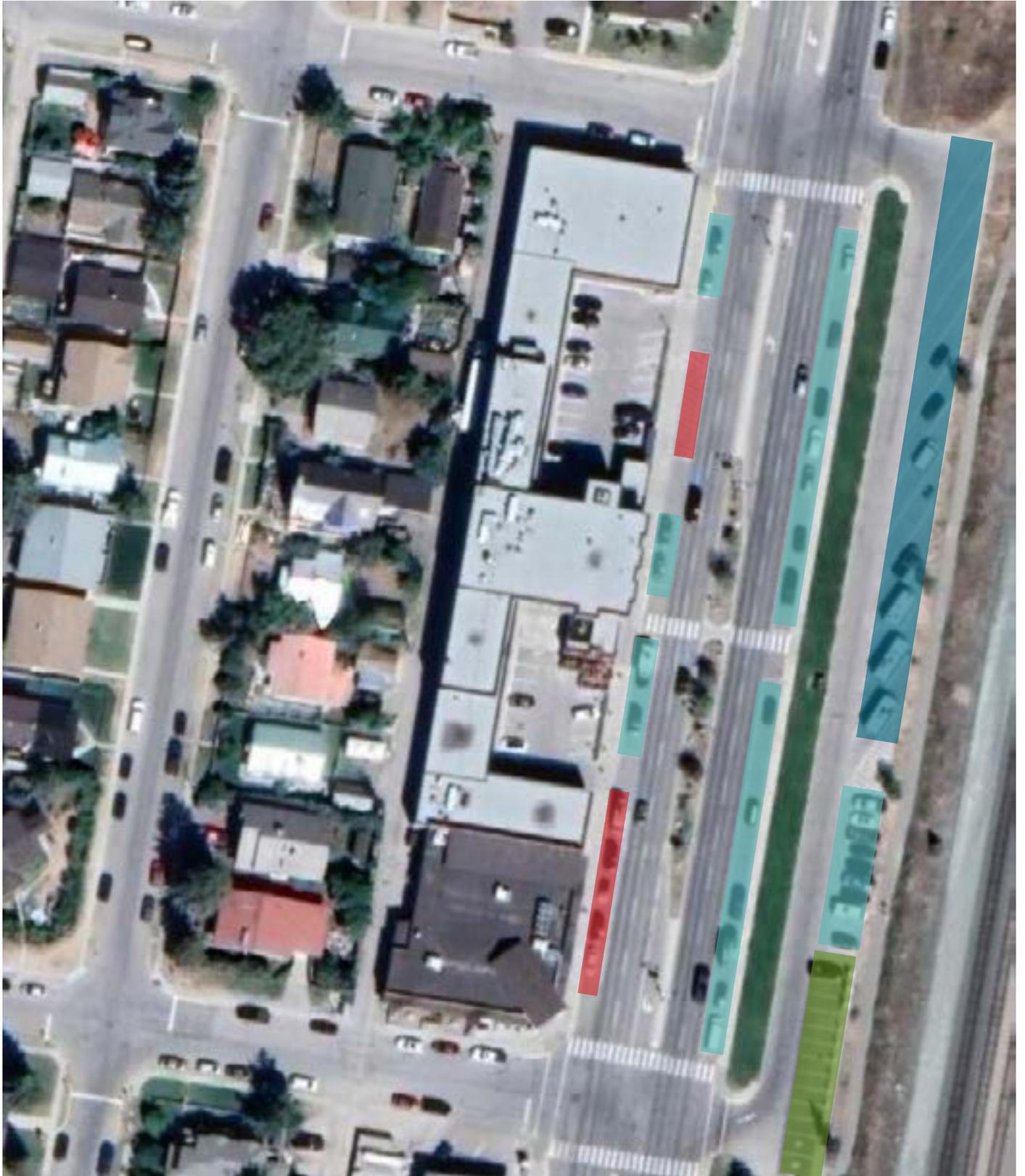
# Paid Parking 2023, Connaught Drive 700-block

 Paid Parking



# Paid Parking 2023, Connaught Drive 200-block

-  Oversized vehicles (free)
-  Paid Parking
-  Electric Vehicles (\$ to be confirmed)
-  15-minute zone (free)



# JOINING

ALBERTA LIVING  
WAGE NETWORK



# ABOUT US



The Alberta Living Wage Network is made up of community organizations and municipalities with the goal of advancing a coordinated living wage movement in Alberta. The network assists communities in their annual living wage calculation and provides certification to qualifying living wage employers.

# WHY JOIN?

## THE PERKS

- Yearly community specific living wage calculation
- Common methodology and key messages across Alberta
- No financial barriers (no fee in your first year, then recommended membership fee determined by members)
- Communications support (ie: press releases, social media cards, one-pagers)
- Being a part of a supportive and forward moving collaborative with other municipalities and community organizations
- Directly impact the Network's work and trajectory
- Opportunities for further involvement through subcommittees (community engagement, evaluation, advocacy)
- Certifying employers in your community
- More people making a living wage in your community means a boost to the local economy and less reliance on social services

## LEARN MORE

[livingwagealberta.ca/](http://livingwagealberta.ca/)





Alberta Living Wage Network  
Memorandum of Agreement  
January 1, 2022—December 31, 2024

Alberta Living Wage Network  
Organization and Accountability Framework

**Leadership Council:** Composed of representatives of network proponents who have signed the Network's Memorandum of Agreement (MOA) and contributed funds for the development and operation of the network.

Role:

- Champion the Alberta Living Wage Network
- Select a Backbone Organization and Financial Guardian for the Network
- Create an annual budget for operations
- Review, approve, and monitor the Network's annual workplan
- Ensure appropriate resourcing of the Network; seek out ongoing funding
- Complete an annual evaluation of the Network and incorporate the learning into the following year's workplan
- Complete an annual evaluation of the Coordinator

Operation:

- Select a Chair
- Approve an annual operating budget
- Approve all Network expenditures through a budget process or by written agreement
- Meet monthly or as needed, either in person or virtually
- Members assume tasks in carrying out the work of the Network
- Review annually and amend the MOA as required
- Review annually and amend the Terms of Reference as required

**Backbone Organization:** A member of the Leadership Council.

Role:

- Support and provide direction to the contract staff team on behalf of the Leadership Council
- Maintain an electronic copy of all minutes, etc.
- Provide operational updates to the Council

Operation:

- Must be a registered non-profit
- A contract outlining responsibilities is signed
- The backbone organization will charge a fee of 10% of the Network's operating expenses as an administration charge

**Financial Guardian:** A non-profit and a member of the Leadership Council. See Appendix 1.

Alberta Living Wage Network  
Terms of Reference

**Main Objectives of the Network**

- To engage all sectors of the community, including employers, municipalities, and other community organizations in actions that will increase the number of Albertans making a living wage
- To disseminate information about the living wage
- To develop strategies for improving the income and wages of Albertans

**Role of the Network**

- Assist in developing campaign priorities, strategies, targets, and actions
- Assist in the selection of contractors
- Guide and support the work of contractors and volunteers
- Connect the Network with represented constituencies and other contacts for the purpose of mobilizing greater support for the adoption of living wages in Alberta
- Contribute to building leadership capacity among affected workers and communities
- Assist in developing criteria and procedures for recognition of living wage employers and positive employment practices
- Guide and support further research into the situation of low-wage workers in Alberta
- Support the ongoing search for resources to sustain and grow the Network

**Membership**

- Network membership is open to individuals, municipalities, and organizations. Potential members are first vetted by a Network staff member, i.e., the Coordinator.
- Members are expected to sign the Memorandum of Agreement, make an annual financial contribution to the Network by paying their membership fee, regularly attend Leadership Council meetings, provide data and information for their local living wage calculation, and support the Network's calculation methodology.
- The annual membership fee is "pay what you can" for the first year. Following the first year, Members are to pay a fee as set by the Leadership Council. Members unable to afford this fee are encouraged to contact the Coordinator to discuss options.
- All Network members are able to sit on the Leadership Council, attend meetings, and vote on decisions. This is to be reviewed annually as the Network grows, and is subject to change.

**Benefits of Membership:**

- Having a unique living wage calculated for your community, based on a standardized province-wide methodology
- Funding the wages of paid contractors working to maintain the Network and advance the living wage in Alberta
- Working alongside other municipalities and organizations to reduce duplication and cut costs

- Access to the living wage calculator
- Employers in your community can be certified under the Living Wage Employer Recognition Program
- One-on-one support as needed with the Coordinator, Communications Consultant, and other Network members
- Involvement in discussions and meetings, and the ability to vote on decisions
- Demonstrating a commitment to advancing the living wage in Alberta

### **Meeting and Procedures**

- The Leadership Council will meet monthly or as needed
- Decisions will be made through a vote of the attending Members at each Leadership Council meeting, and the results of each vote will be recorded in the minutes
- Executive working groups or committees may be authorized to take on delegated tasks or decisions, as needed. Examples of committees include:
  - Methodology committee (e.g., selecting data for the living wage calculation)
  - Operational committee (e.g., membership fee discounts, small directional decisions)
  - Community engagement committee (e.g., lived experiences, Indigenous perspectives)
  - Employer working group (e.g., connecting living wage employers, employer perspectives on programs)
- The Terms of References will be reviewed annually

### **Decision Making**

- Prior to a decision being made, all Leadership Council members will have the opportunity to review all background materials and options pertaining to the subject matter
- The item for decision will be discussed with the goal of identifying opinions and gathering insight
- Following discussion, Members will be asked to raise their hands to vote for the measure, against the measure, or abstain. A decision is made when the majority of attending Members vote either for or against a measure. The meeting minutes will reflect the results of this vote.
- Only Members who attend the Leadership Council meeting where a decision is being made are able to vote on that decision
- Quorum for decision making is one-third of the Membership

### **Leaving the Network**

Any member can leave the Network by providing a two-month notice. Contributed funds remain within the Network.

Appendix 1:  
Alberta Living Wage Network  
Network Financial Guardian Role and Agreement

**Overview**

This agreement outlines the roles and responsibilities of the Alberta Living Wage Network Financial Guardian and Leadership Committee. The Financial Guardian will manage the finances on behalf of the Network. The agreement will be reviewed and signed annually.

**Signing Authority**

Signing Authority falls under the jurisdiction of the Financial Guardian who is responsible for paying all expenses incurred by the Network.

**Approval and Processing of Expenditures**

An annual operating plan and budget will be developed in collaboration with the Leadership Council to outline expenditures for the Network. All expenditures of the Alberta Living Wage Network will be approved by the Leadership Council in writing (email is acceptable) prior to an action being taken. All financial records (receipts/invoices and approval documents) will be retained for seven years.

**Liability**

The Financial Guardian will charge the Network a fee of 5% of Network expenses as an administration fee.

**Financial Reporting**

The Financial Guardian will provide quarterly financial reports and an annual financial report to the Leadership Council.

**Agreement Termination**

Either party may decide to terminate this agreement with a minimum of 60 days written notice.

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Signature of Chairperson, Leadership Council

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Signature of Financial Guardian Representative

Appendix 2:  
Contract Staff Team Roles & Responsibilities

**Alberta Living Wage Network Coordinator (“Coordinator”):** Contracted for 50 hours per month. Duties include:

- Coordinating and support the Network’s work as directed by the Leadership Council
- Recruiting new Members and Living Wage Employers
- Working collaboratively with other living wage groups in Canada
- Calculating the annual living wages

**Administrative Support:** Contracted for 20 hours per month. Duties include:

- Administrating the Employer Recognition Program
- Drafting reports, workplans, and other documents
- Scheduling meetings and documenting minutes
- Supporting the work of other staff members as needed

**Communications Consultant:** Contracted for up to 30 hours per month. Duties include:

- Creating news releases
- Maintaining relationships with the media
- Generating positive press coverage
- Updating ALWN’s social media accounts and website
- Graphic design and branding
- Creating key messages and communications tools for Members

Alberta Living Wage Network  
Membership Application

Organization(Individual) \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Contact Person \_\_\_\_\_

Address, telephone and email if different than above

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Financial Contribution:

On joining: \$ \_\_\_\_\_ (what you are to afford). Attached.

Please invoice.

Second year: \$1,500 – subsequently to be decided by the Council (will provide at least one year of notice if the minimum increases)

I have read and agree to the above terms and conditions.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Organization



The Alberta Living Wage Network is made up of community organizations, municipalities and individuals working to strengthen local economies and communities in Alberta. The network aims to support individuals and families experiencing poverty to earn a wage that covers their basic expenses and enables them to participate in their community. The network does this through calculating and releasing living wages for communities across Alberta, encouraging the adoption of living wage policies, and celebrating living wage employers.

## **Collaborative Social Contract For Network Members**

\_\_\_\_\_ is joining the Alberta Living Wage Network, a province-wide collaboration of people working to assist individuals and families experiencing poverty to earn a wage that covers their basic expenses and enables them to participate in their community. This agreement describes the mutual expectations between the Network and each of its members.

### **The network's expectations of our(my) network membership:**

**Trust:** We(I) will give trust to others before expecting to receive trust in return to grow the network.

**Commitment:** We(I) understand that advancing a living wage is a strategy that will assist people experiencing poverty to lift themselves out of poverty.

**Annual living wage calculation:** Will actively engage in the annual calculation of a living wage for my community by providing input and validating data and conclusions.

**Championing a living wage:** Will seek out opportunities to educate, advance and facilitate living wage discussions in our(my) circles of influence, leveraging communication and social media platforms with which we(I) are engaged.

**The Network Council:** Will actively participate on the Network Council, formally at meetings and informally sharing of expertise, learning and experience to advance the network.

**Living Wage Employers:** Actively identify living wage employers in our(my) community and facilitate their certification by the network.

**Financial contribution:** We(I) will make an annual financial contribution to the enabling and enhancing the capacity of the Network.

**Alberta Living Wage Network Memorandum of Agreement(MoA):** My organization signs the MoA.

**Our(My) Expectations of the Network:**

**Living Wage Calculation:** An annual living wage calculation for our(my) community.

**Living Wage employer certification program:** A process for certifying and recognizing living wage employers including appreciation collateral.

**Living Wage expertise and information:** Access to the latest living wage knowledge and information.

**Linking to other living wage networks:** Connections to other living wage work and developments nationally and internationally.

**Acknowledgement:** We(I) will be recognized on the Alberta Living Wage Network website.

Name\_\_\_\_\_ Title\_\_\_\_\_

Date\_\_\_\_\_

Alberta Living Wage Network

Approved\_\_\_\_\_

Signed\_\_\_\_\_ Date\_\_\_\_\_

From ALWN

Here are the costs/expectations of joining:

- Membership fees:
  - Upon joining, it's pay-what-you-can – we understand that your budgets may be set for the year, and we don't want finances to be a barrier for any municipality (recommended amount if possible is \$1,500)
  - For subsequent years, it's \$1,500 annually (this amount is determined by the members, and you will have at least one year's notice if this changes)
- Staff time:
  - Living wage calculation: Staff will need to collect some data locally (e.g., cost of child care and cost of tuition) and meet with me so I can walk them through the calculation (about 5 hours per year of staff time)
  - Monthly meetings: The members typically meet every month for 1.5 hours for updates, to approve documents, and determine the direction of the network's work
  - Subcommittees (optional): If interested, members have the opportunity to join subcommittees on specific things the network is working on (e.g., community engagement, evaluation, methodology, and advocacy)

Also, here are some benefits of joining:

- Standardized calculation: we collaborate with you to calculate your living wage each year using common methodology
- Cost effective: pay-what-you-can for the first year, then membership fee determined by members – much cheaper than hiring a contractor or doing the calculation in-house
- Communications support: key messages, media kit, customized social media cards for your community
- Provincial network: you'll be part of a supportive provincial network with other municipalities and community organizations

- Certifying employers in your community: more people making a living wage in your community means a boost to the local economy a reduction in the cost of poverty

## REQUEST FOR DECISION

**Subject:** Equity, Diversity & Inclusion Master Plan  
Implementation Update

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

**Prepared by:** Lisa Riddell, Community Development Manager

**Reviewed by:** Emma Acorn, Legislative Services Coordinator

**Date:** March 21, 2023



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### Recommendation:

That Council receive the report for information.

### Alternatives:

That Council direct Administration to return to a future Committee of the Whole meeting with additional information.

### Background:

On July 6, 2021, Council adopted the [Equity, Diversity and Inclusion Policy](#). On October 12, 2021 Council adopted the five year, [Equity, Diversity and Inclusion Master Plan](#) which sets out how the policy will be 'actioned' by administration over the five year period.

In 2022 the municipality struck an internal Inclusion Committee comprised of one manager and one worker member from each municipal department.

Together, the committee works on implementing the ED&I Master Plan and advises the Chief Administrative Officer on ways we can improve our services and programs related to equity, diversity and inclusion.

One of the first items the Inclusion Committee recommended to the Senior Leadership Team was a schedule of reporting to Council on master plan implementation. This is the first of those reports.

### Discussion:

Activities completed in 2022 related to the ED&I Master Plan included:

- Struck the Inclusion Committee, drafted Terms of Reference and established membership
- Held 3 x Inclusion Committee meetings
- Collaborated with Parks to organize a flag raising for National Indigenous Peoples' Day
- Worked with Parks to support the Robson Park NIPD celebration
- Worked with Parks to host National Day for Truth and Reconciliation in Commemoration Park
- Collaborated with Jasper Elementary School on the flag raising for National Day for Truth and Reconciliation
- Organized a proclamation and activities for Welcoming Week (cancelled due to Chetamon wildfire)
- Organized a Community Culture Night engaging newcomer groups to showcase their art, music and food
- Developed a draft Inclusion Tool and started the trial implementation with Senior Leadership Team

- Proposed a new position to help advance several more areas of the ED&I Master Plan (inclusive public engagement, Indigenous Relations)
- Utilizing grant funding, continued overhaul of digital spaces for inclusivity
- Started collaborating with Indigenous partner groups on the Community Guide
- Utilized the Community Dinner Program to showcase diverse community groups, cultures and foods
- Started planning a blanket exercise training session for 2023 for Council and leadership teams
- Reviewed master plan implementation with Inclusion Committee and set goals for 2023
- Presented the first Immigrant Entrepreneur Award at the Chamber awards gala

Looking forward the Inclusion Committee's goals for 2023 include:

- Apply to join the Coalition of Inclusive Municipalities
- Finalize the internal Inclusion Tool for use by administration
- Establish a means by which employees and community members can report an instance of racism or discrimination and receive support
- Conduct extensive training on Indigenous history and ongoing connection to this land
- Set out parameters for an Indigenous Relations strategy for Jasper
- Review and update the public engagement policy as well as develop a public engagement strategy for implementation
- Continue to identify and review documents for plain language
- Research and develop onboarding training for all municipal staff on equity, diversity and inclusion

Council can expect to see 1-2 reports to Council per year on ED&I Master Plan implementation.

**Relevant Legislation:**

- [Policy E-115 – Equity, Diversity and Inclusion Policy](#)

**Strategic Relevance:**

- Enable and facilitate events that provide opportunities to increase community connections.
- Embrace our growing diversity.
- Leverage and create opportunities for greater inclusion.
- Nurture our most important relationships which are those within our organization.
- Communicate and engage with residents.
- Engage other municipalities, orders of government and advocacy associations.
- Continue along the path of Reconciliation

**Financial:**

Funding to continue implementing the ED&I Master Plan is included in the approved 2023 operating budget.

**Inclusion:**

- The Inclusion Tool was developed by the Inclusion Committee for use in as many contexts as possible. We wrote this Request for Decision in plain language. Using plain language is one way we can make our written content easy for the public to read and understand.

## AGENDA ITEM 6.4

### REQUEST FOR DECISION

**Subject:** Recreation Renovation Public Information and Schedule Update  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Christopher Read, Director of Community Development  
**Date:** March 21, 2023



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#### **Recommendation:**

That Council receive the March 2023 Recreation Renovation Public Information and Schedule Update for information.

#### **Alternatives:**

That Council direct administration return to a future meeting with additional details.

#### **Background:**

In 2019 the Municipality of Jasper secured provincial and federal grant funding towards a major renovation of the Activity Centre, Arena and Fitness and Aquatics Centre facilities. In July 2022 Council awarded Construction Management services to Carlson Construction.

#### **Discussion:**

Over the last several months, Carlson Construction has developed an estimated construction schedule. Administration has worked with Carlson and the project team to bring clarity around the current expected schedule of closures and impacts to residents and user groups.

Administration is committed to ensuring Council and the community are provided with regular updates about this major project progress.

The attached PowerPoint slides give a flavour for the key front-facing aspects of the project, as well as show what the first six months of the project will look like for our residents and user groups.

It should be noted that as with most major projects, market conditions may still bring changes in schedule or deliverables to the project, but in principle this is what the plans look like as of March 21, 2023.

This same information will be available on the Major Projects page of the Municipal website, including the same walkthrough that Council will receive today.

#### **Strategic Relevance:**

- Community Health:
  - Promote and enhance recreational and cultural opportunities and spaces.
  - Enable and facilitate events that provide opportunities to increase community connections.
  - Leverage and create opportunities for greater inclusion.
  - Recognize the fundamental importance of our tourism economy.
- Relationships
  - Communicate and engage with residents.

- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations, and businesses.
- Organizational Excellence
  - Ensure residents receive quality service that provides strong value for dollar.

**Inclusion Considerations:**

The Municipal Inclusion Assessment Tool has been applied to this RFD.

**Financial:**

The project is currently within the approved budget.

**Attachments:**

Recreation Renovation Public Information and Schedule Update PowerPoint.



# Recreation Renovation Project

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MARCH 2023 PUBLIC INFORMATION UPDATE



# Where can residents access information?

- In the **Activity Centre** Lobby
- In the **Fitness and Aquatic Centre** Lobby
- **Major Projects** page on [www.jasper-alberta.ca](http://www.jasper-alberta.ca)
- The information will be updated as conditions change, check back often!
- **NOTE:** all of the information is the best estimates at time of printing. Market conditions can and will change the project as we progress.



# ACTIVITY CENTRE

VIEW TO RECEPTION DESK



# ARENA

VIEW INSIDE DRESSING ROOM



# AQUATIC CENTRE

## VIEW INSIDE CHANGE ROOM

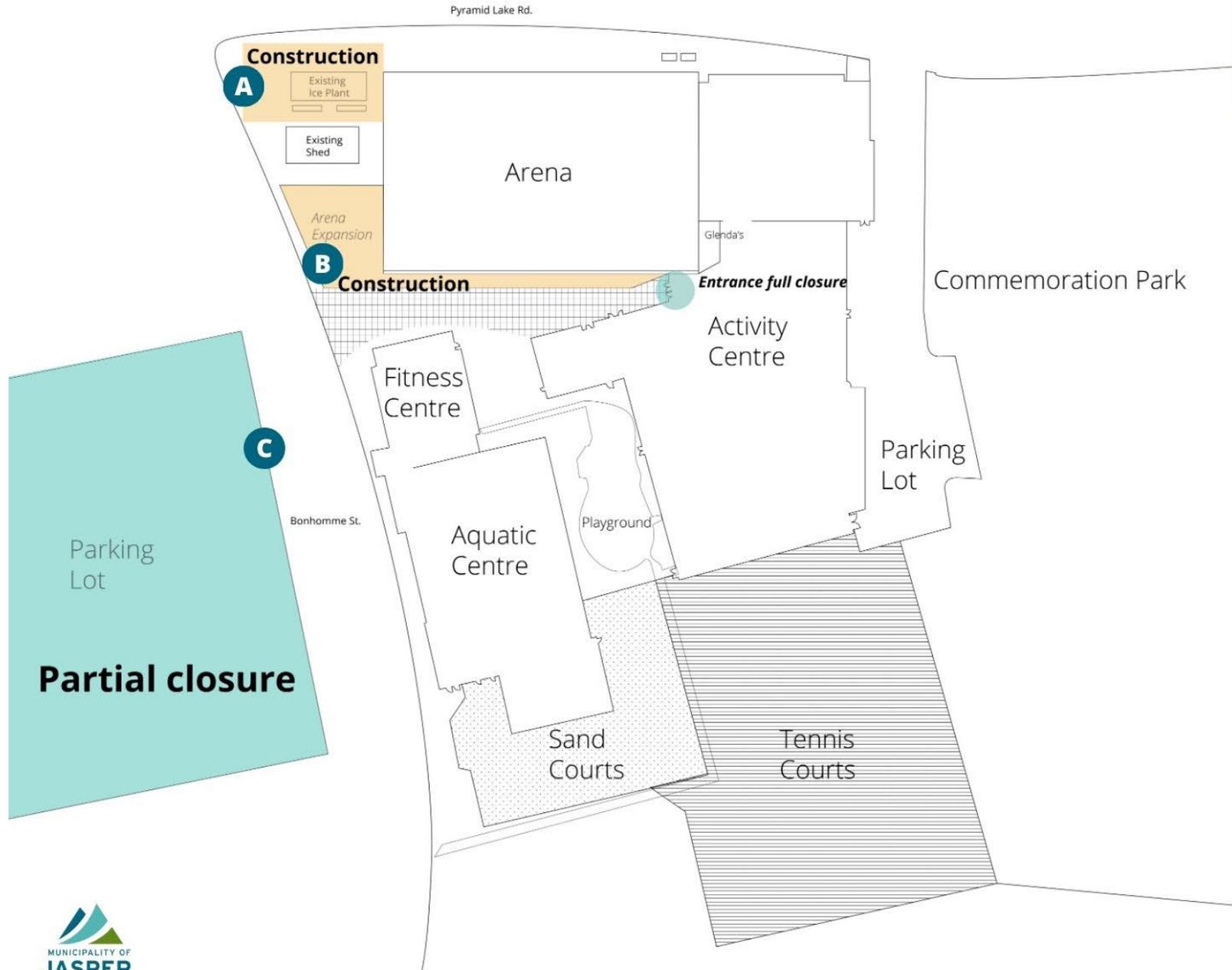


# Renovation Project Phase 1

## April 11 - 30 Ice Plant Removal

The dates you see here are an estimate as of March 12, 2023.  
The timeline is subject to change. Check back often for the most up-to-date information. Thank you for your patience and understanding.

- A** Existing ice plant demolition
- B** Crane access/entrance closure
- C** Partial lot closure begins

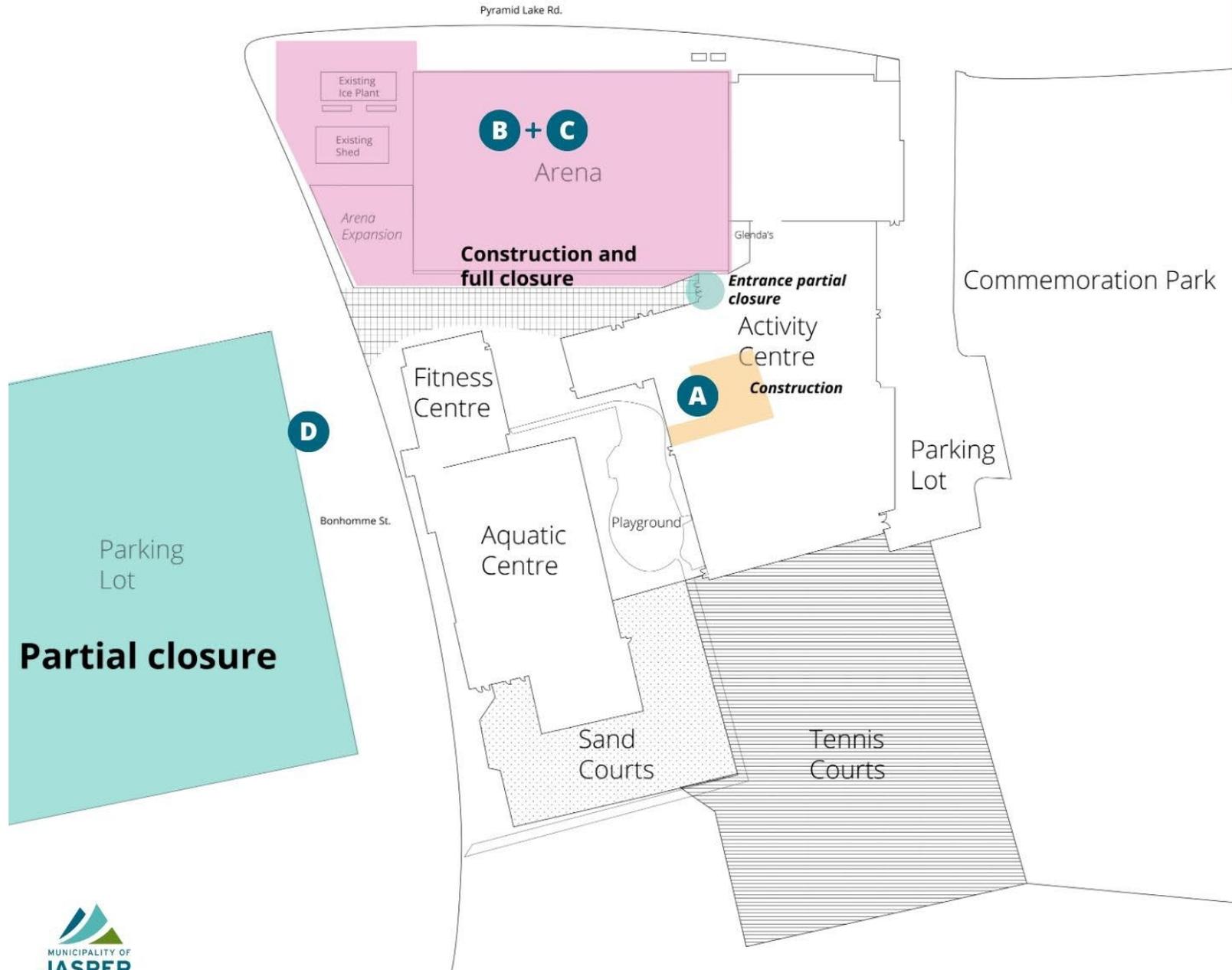


# Renovation Project Phase 2

## May 8 - Early June Major Renovation Startup

The dates you see here are an estimate as of March 12, 2023.  
The timeline is subject to change. Check back often for the most up-to-date information. Thank you for your patience and understanding.

- A** New storage room in gymnastics area
- B** New arena addition/partial entrance closure
- C** New ice plant construction
- D** Partial lot closure



# Renovation Project Phase 3

## Early June - Mid October

### Full west side closure and partial lobby closure

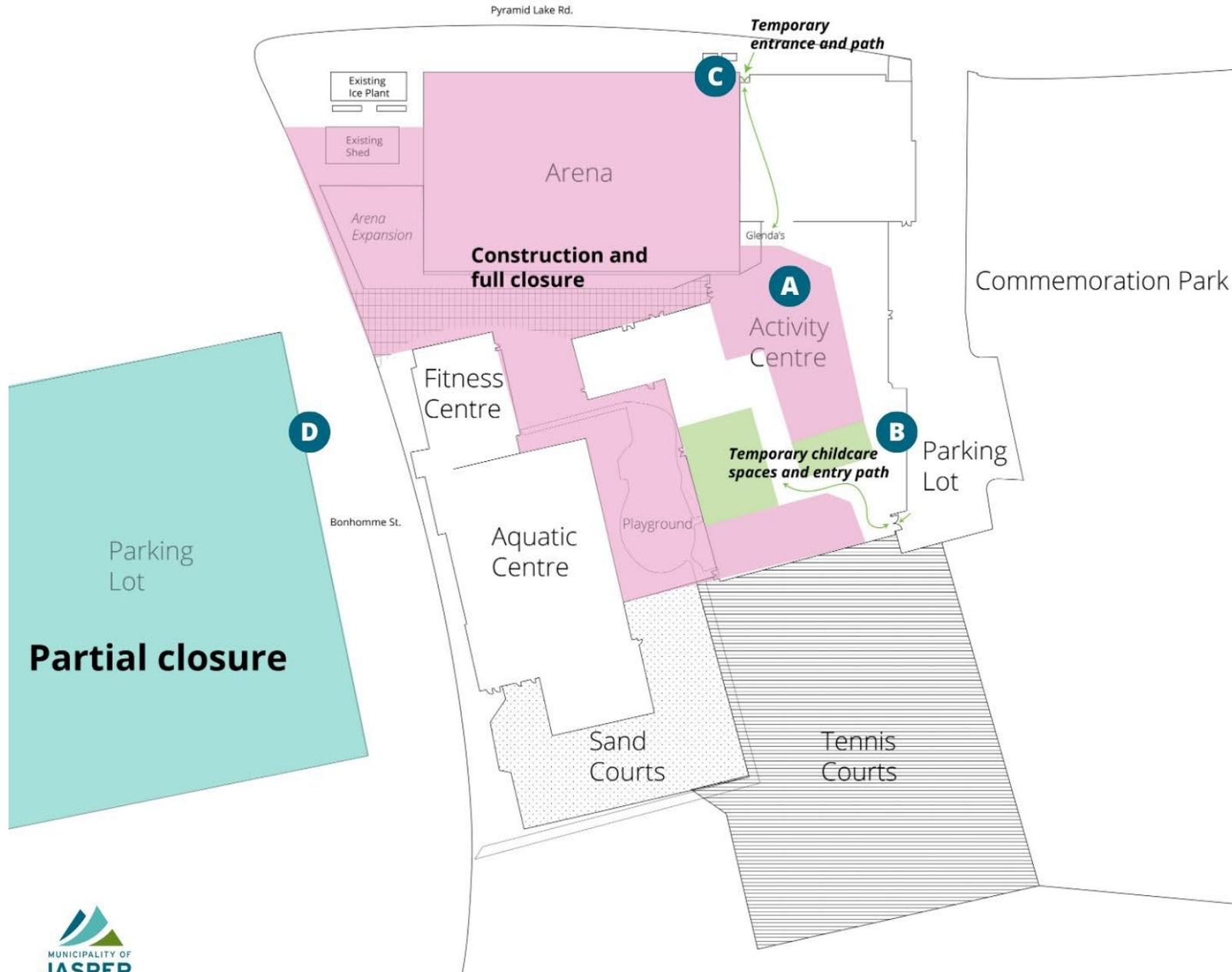
The dates you see here are an estimate as of March 12, 2023.  
The timeline is subject to change. Check back often for the most up-to-date information. Thank you for your patience and understanding.

**A** Vertical room, upper curling lounge, lower curling lounge and washrooms closed

**B** Childcare entry path and temporary spaces

**C** Multipurpose hall entry path and access to Glenda's

**D** Partial lot closure



# Key service points:

- The **Fitness Centre** is not scheduled to close, however the **Aquatic Centre and changerooms** will close in Fall 2023 for approximately 3 months.
- **Childcare Centre and Out of School Care** entry doors will need for June-October.
- The **Multi-Purpose Hall** is not scheduled to close, however there will be construction noise impacts to consider when booking, and the **Activity Centre Lobby** entrance will change.
- **Facility Orientation Signage** will be noticeable and understandable.
- This information will be updated as conditions change, check in our lobbies and the **Major Projects** page on the website often!





Questions? Thank you.

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COMMUNITY DEVELOPMENT



## REQUEST FOR DECISION

**Subject:** International Day for the Elimination of Racial  
Discrimination Proclamation

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

**Prepared by:** Leanne Pelletier, Community Development Coordinator

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

**Date:** March 21, 2023

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### **Recommendation:**

That Council proclaim March 21st as the International Day for the Elimination of Racial Discrimination in Jasper.

### **Background:**

On March 17, 2017 Municipal Council made a proclamation to Foster a Welcoming and Inclusive Jasper. On July 6, 2021 Council adopted Policy E-115, the Equity, Diversity and Inclusion Policy and the development of a comprehensive, five-year Equity, Diversity and Inclusion (ED&I) Master Plan.

An initiative of the United Nations, International Day for the Elimination of Racial Discrimination is an annual opportunity to recognize that injustices and prejudices fueled by racial discrimination continue to take place. Observed annually on March 21st it commemorates the day police in Sharpeville South Africa, opened fire and killed 69 people at a peaceful demonstration against apartheid 'pass laws' in 1960.

In Canada, this date is an opportunity to reflect on the fact that while progress has been made, Indigenous Peoples, racialized communities and religious minorities in Canada continue to face racism and discrimination every day. It is also a day to re-commit our efforts to combat all forms of racial discrimination, injustice, systemic racism and hate to ensure a world where everyone is respected, safe, and has equitable access to contribute meaningfully to all aspects of society.

### **Discussion:**

The 2022 edition of the International Day focuses on the theme "VOICES FOR ACTION AGAINST RACISM". This edition aims to highlight the importance of strengthening meaningful and safe public participation and representation in all areas of decision-making to prevent and combat racial discrimination; reaffirming the importance of full respect for the rights to freedom of expression and peaceful assembly and of protecting civic space; and recognizing the contribution of individuals and organizations that stand up against racial discrimination and the challenges they face.

This year's theme speaks to the importance of equitable participation in civic processes. Municipality of Jasper Mayor and Council have demonstrated their support of this idea through the adoption of ED&I Policy, Strategic Priorities related to ED&I and soliciting Community input in the decision-making process.

A proclamation by Council further illustrates the Municipality's commitment to being a leader in Equity, diversity

and Inclusion as set forth in the ED&I Masterplan, Area of Focus 10b) and affirms the importance of the day.

**Relevant Legislation:**

- [Policy F-012 Proclamation, Letter of Support and Flag Raising Request Policy](#)
- [Policy E-115 Equity, Diversity and Inclusion Policy](#)

**Strategic Relevance:**

- Community Health – Embrace our growing diversity.
- Community Health – Promote and enhance recreational and cultural opportunities and spaces.
- Community Health – Leverage and create opportunities for greater inclusion.
- Relationships – Communicate and engage with residents.
- Relationships – Collaborate with other municipalities, orders of government, indigenous partners and advocacy associations.

**Financial:**

There are no costs associated with recognizing the International Day for the Elimination of Racial Discrimination.

**Communications:**

The proclamation would be communicated with the public via social media channels and on the municipal website.

**Attachments:**

Draft Proclamation



## PROCLAMATION

WHEREAS the Municipality of Jasper is Committed to the belief that equal opportunity and treatment should exist for all people, and

WHEREAS every resident of the Municipality of Jasper has the right to realize their potential, regardless of race, colour, national or ethnic origin and live at all times in conditions of dignity, respect, and peace; and

WHEREAS in 1966 the General Assembly of the United Nations has designated March 21<sup>st</sup> as the International Day for the Elimination of Racial Discrimination; and

WHEREAS the elimination of racism and racial discrimination can be accomplished through mutual understanding, acceptance, and respect for the dignity of all people and rights of all people; and

WHEREAS the elimination of racism and racial discrimination is the social and moral responsibility of each person.

THEREFORE I, Richard Ireland, Mayor of Jasper, on behalf of Council, do hereby proclaim that

March 21<sup>st</sup>, 2023, shall be known as "International Day for the Elimination of Racial Discrimination"

In the Town of Jasper Alberta

Date: March 21, 2023

Signature:

Richard Ireland, Mayor of the Municipality of Jasper