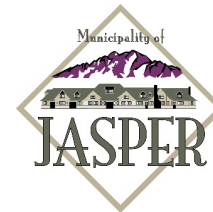


MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

February 15, 2022 | 1:30 pm
Conducted virtually through Zoom



Notice: Meetings are currently being conducted virtually. Presentations and public attendance at meetings will continue to be online until further notice. Council meetings are also archived on YouTube for viewing anytime. **To live-stream this meeting starting at 1:30 pm, use the following Zoom link: <https://us02web.zoom.us/j/87657457538>**

- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
2.1 Regular meeting agenda, February 15, 2022 attachment
- 3 APPROVAL OF MINUTES**
3.1 Regular meeting minutes, February 1, 2022 attachment
- 4 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 5 REQUESTS FOR DECISION**
5.1 Equity, Diversity and Inclusion Master Plan 2022-2026 RFD attachment
5.2 Engagement Invitation for APPS Transition Study RFD attachment
5.3 Paid Parking Resident Exemption Program RFD attachment
5.4 Garage Suites attachment
- 6 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
6.1 RCMP Quarterly Report attachment
- 7 OTHER NEW BUSINESS**
- 8 MOTION ACTION LIST**
- 9 COUNCILLOR REPORTS**
[9.1 Council's appointments to boards and committees](#)
- 10 UPCOMING EVENTS**
NETMA – Wednesday, February 16, Jasper Brew Pub, 5-7pm
Emergency Management Training – Monday, February 28, in person (location TBD) – 8:30am
Strategic Planning Sessions – Monday, April 4 – Wednesday April 6, Banff
Intergovernmental Meeting – Tuesday, May 17, 9:30am, Hosted by Parks Canada
- 11 ADJOURNMENT**

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

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, February 1, 2022 | 1:30 pm
 Conducted virtually through Zoom

Virtual viewing and participation	This meeting was conducted virtually through Zoom. Public viewing and public participation during Council meetings is through Zoom livestreaming.		
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kathleen Waxer, Rico Damota, Scott Wilson, Helen Kelleher-Empey and Ralph Melnyk		
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 Lisa Daniel, Childcare Services Manager Emma Acorn, Legislative Services Coordinator Jason Stockfish, The Fitzhugh 12 observers		
Call to order	Mayor Ireland called the February 1, 2022 Regular meeting to order at 1:31pm.		
Approval of agenda #51/22	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the agenda for the February 1, 2022 regular meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of regular minutes #52/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the January 18, 2022 regular meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Presentations	none		
Business arising	none		
Bylaw Summary	Council received a list of bylaws currently in force and those in various stages of readings.		
Supplementary Assessment of Improvements Bylaw – 3 rd reading #53/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the third time, Bylaw #241, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2022.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Supplementary Tax Bylaw – 3 rd reading #54/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council read for the third time, Bylaw #242, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2022.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Utility Fees Levy Collection Bylaw - 3 rd reading #55/22	Council received correspondence from three residents regarding the Utility Fees bylaw (copies are attached to the minutes). Council discussed testing and reviewing the model after four billing periods.		
	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the third time, Bylaw #243, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2022.		

	FOR 5 Councillors	AGAINST 2 Councillors (Councillors Damota & Kelleher-Empy)	CARRIED
Child Care Strategy RFD #56/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve engaging with Rob Buschmann from University of Alberta Community-University Partnership, to develop a Jasper Early Learning and Child Care Strategy.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Wastewater Treatment Plant Dewatering Upgrades RFD #57/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council direct Administration to award the contract to Andritz for the supply of a centrifuge at a cost of \$283,000, and; that Council direct Administration to enter into contract with Capital H2O for the provision of the polymer system at a cost of \$272,500.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Elected Official Education Program #58/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the attendance of Councillor Hall at the upcoming March 14 to 16, 2022 Elected Officials Education Program course in Edmonton.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
<i>Keep Alberta RCMP</i> Community Engagement Tour #59/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the attendance of any Councillor who wishes to attend a <i>Keep Alberta RCMP</i> information session from the attached list of dates.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence	none		
Other New Business	none		
Motion Action List	Council received the Motion Action List for information.		
Council reports	<p>Councillors Kelleher-Empy and Damota attended a Community Futures West Yellowhead meeting at which the budget was passed for the upcoming year.</p> <p>Councillor Damota attended the first Environmental Responsibility Community Conversation last Wednesday.</p> <p>Councillor Waxer attended Yellowhead Regional Library orientation session for elected officials in January.</p> <p>On Wednesday of last week Mayor Ireland and Councillor Wilson attended a West Yellowhead Regional Waste Management Authority board meeting. Greenview County has been authorized as a new partner.</p> <p>Mayor Ireland and Councillor Waxer were present for a meeting of the Jasper Partnership Initiative on January 26.</p> <p>Mayor Ireland had an interview with CBC National last week in regards to a story about Jasper having the highest vaccination rate in the province for 5-11 year olds.</p>		
Upcoming events	Council received a list of upcoming events for information.		

Adjournment
#60/22

MOTION by Councillor Hall – BE IT RESOLVED that, there being no further
business, the Regular meeting of February 1, 2022 be adjourned at 3:15pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

Mayor

Chief Administrative Officer

From: "dzaffino"> **Date:** January 26, 2022 at 12:05:05 PM MST

To: Richard Ireland <Rireland@town.jasper.ab.ca>, Wendy Hall <WHall@town.jasper.ab.ca>, Rico Damota <RDamota@town.jasper.ab.ca>, Kathleen Waxer <KWaxer@town.jasper.ab.ca>, Helen Kelleher-Empy <HKEmpy@town.jasper.ab.ca>, Ralph Melnyk <rmelnyk@town.jasper.ab.ca>, Scott Wilson <SWilson@town.jasper.ab.ca>

Subject: Re: 2022 Utility Rate Proposal

Dear Mayor and council,

I'm writing today to express my concerns on the new proposed water and sewer rates. I have done some comparative analysis on 4 properties and have attached the results in the spreadsheet below.

Two properties are single family homes, a rental property (503) and my personal property (903). Each property are supplied by 1" line or less. To my surprise, the usage was very comparable. The rental (503) usage was 237 m3 and the personal was 220 m3. The annual dollar value increase for these 2 properties (based on 2021 usage) would be approximately \$350.00 respectively.

The other two properties are the IDA drugstore building (602), and the Liquor Lodge / Ana Lea's Candy Lane building (405).

The IDA building (602) has a 1" line. The total usage for last year at was 75 m3 or \$299.25.

Under the proposed rate structure (based on 2021 usage) that amount jumps to \$851.00.

The 405 building has a 2' line. The total usage for this building was 320 m3 or \$1276.80. Under the proposed rate structure that amount jumps to \$6383.30.

In speaking with most of you, I understand the thought process is, a building that is supplied with a bigger water line should be a high volume user.

Clearly that is not the case, 405's usage is barely more (30%) than a single family home. The 2" line in this building is required for the fire suppression system, not because it is a high volume user.

I also did a comparison on a very similar building in town with a liquor store, clothing store, a small restaurant also with 4 suites above.

This building has a 1" inch line, no fire suppression was required when this building was constructed. If this building had the same usage as 405 it would only pay \$1533.33, \$4850.00 less.

I understand there has been little if any feedback to this proposal, my hope is that you all reconsider the third reading of the proposed bylaw as it reads today. Please do not let the lack of feedback be a sign that residents don't care.

Please feel free to give me a call to discuss further or if you have any questions.

Regards,
Dennis Zaffino

602 Patricia St. (IDA)

1" line

Attachment - February 1, 2022 minutes

<u>2021 rates</u>		<u>2022 rates</u>	
water \$1.41	sewer \$2.58	water (0-35) = \$.68	
\$3.99 total		sewer (35-65) = \$2.00	
	<u>usage</u>	water	sewer
Jan. Feb.	7	\$4.76	\$14.00
Mar. Apr.	6	\$4.08	\$12.00
May, June	17	\$11.56	\$34.00
July, Aug.	33	\$22.44	\$66.00
Sept. Oct.	8	\$5.44	\$16.00
Nov. Dec.	4	\$2.72	\$8.00
Total Usage	75	\$51.00	\$150.00
water connection		\$166.84	
sewer connection		\$83.16	
water capital		\$248.00	
sewer capital		\$152.00	
Total amount	\$299.25	\$352.00	\$851.00

405 Patricia St. (Liquor Lodge, Ana Lea's Candy)

3300 square feet multi use tenant (3 retail - 4 apartments) 2" line

Attachment - February 1, 2022 minutes

<u>2021 rates</u>		<u>2022 rates</u>					
water \$1.41	sewer \$2.58	water (0-35) = \$.68 (35-65) = \$0.70 (66-500) = \$.085					
\$3.99 total		sewer (35-65) = \$2.00 (35-65) = \$2.20 (66-500) = \$2.8					
	<u>usage</u>	water	water	water	sewer	sewer	sewer
		\$0.68	\$0.70	\$0.85	\$2.00	\$2.20	\$2.80
Jan. Feb.	53	\$23.80	\$12.60		\$70.00	\$39.60	
Mar. Apr.	67	\$23.80	\$21.00	\$1.70	\$70.00	\$66.00	\$5.60
May, June	46	\$23.80	\$7.70		\$70.00	\$24.20	
July, Aug.	56	\$23.80	\$14.70		\$70.00	\$46.20	
Sept. Oct.	50	\$23.80	\$10.50		\$70.00	\$33.00	
Nov. Dec.	48	\$23.80	\$9.10		\$70.00	\$28.60	
Total Usage	320	#####	\$75.60	\$1.70	#####	\$237.60	\$5.60
water connection			#####				
sewer connection			\$648.65				
water capital			#####				
sewer capital			#####				
Total amount	\$1,276.80					#####	

903 Bonhomme St.

Single family home

Attachment - February 1, 2022 minutes

2021 rates
 water \$1.41 sewer \$2.58
 \$3.99 total

2022 rates
 water (0-35) = \$.68 (35-65) = \$0.70 (66-500) = \$.085
 sewer (35-65) = \$2.00 (66-500) = \$2.80

	<u>usage</u>	water \$0.68	water \$0.70	water \$0.85	sewer \$2.00	sewer \$2.20	sewer \$2.80
Jan. Feb.	20	\$13.60			\$40.00		
Mar. Apr.	40	\$23.80	\$3.50		\$70.00	\$11.00	
May, June	71	\$23.80	\$21.00	\$5.10	\$70.00	\$66.00	\$14.00
July, Aug.	56	\$23.80	\$14.70		\$70.00	\$46.20	
Sept. Oct.	19	\$12.92			\$38.00		
Nov. Dec.	14	\$9.52			\$28.00		
Total Usage	220	\$107.44	\$39.20	\$5.10	\$316.00	\$123.20	\$14.00

water connection \$166.84
 sewer connection \$83.16
 water capital \$248.00
 sewer capital \$152.00

Total \$877.80

Total \$1,254.94

503 Pine Ave.

Single family home

Attachment - February 1, 2022 minutes

<u>2021 rates</u>		<u>2022 rates</u>			
water \$1.41	sewer \$2.58	water (0-35) = \$.68 (35-65) \$0.70			
\$3.99 total		sewer (35-65) = \$2.00 (35-65) \$2.20			
	<u>usage</u>	water	water	sewer	sewer
		\$0.68	\$0.70	\$2.00	\$2.20
Jan. Feb.	39	\$23.80	\$2.80	\$70.00	\$8.80
Mar. Apr.	45	\$23.80	\$7.00	\$70.00	\$22.00
May, June	36	\$23.80	\$0.70	\$70.00	\$2.20
July, Aug.	45	\$23.80	\$7.00	\$70.00	\$22.00
Sept. Oct.	42	\$23.80	\$4.90	\$70.00	\$15.40
Nov. Dec.	30	\$20.40		\$60.00	
Total Usage	237	\$139.40	\$22.40	\$410.00	\$70.40
water connection			\$166.84		
sewer connection			\$83.16		
water capital			\$248.00		
sewer capital			\$152.00		
Total	\$945.63	Total		\$1,292.20	

On Jan 26, 2022, at 10:25 AM, Marc LeBlanc wrote:

Dear Mayor Ireland, Councillor Scott Wilson, Councillor Kathleen Waxer, Councillor Wendy Hall, Councillor Ralph Melnyk, Councillor Rico Damota, Councillor Helen Keleher - Empey ;

The proposed 2022 Utility Rates Model as proposed is flawed and I urge all councillors to take a careful second look before your next vote. This new plan uses a pipe diameter as a rate-setting measure, rather than something more reliable like actual water usage. This plan will therefore disproportionately and unfairly penalize modern buildings and tenants in Jasper who operate in a building with a 2" water intake, while many similar sized older commercial buildings (*without sprinkler systems*) will be spared the outrageous increase in capital and connection fees. It is to be noted that the previous council rejected the idea to allow the water intake pipe diameter to be the rate-determining factor in the new fee structure for this reason. It appears that rejection is being ignored now. The outcome of this new rate structure will create an enormous and unfair competitive disadvantage for some unlucky landlords and tenants, many of whom may already be struggling as the pandemic continues and costs are rising quickly in other areas. The diameter of an incoming water line is not a fair and reliable means to differentiate and assign water and sewer fees. You need to revisit this and change the rate-determining factor. Please look closely below for an illustration of what will happen to our store on Patricia Street with this proposed plan. An older building with a smaller intake line would pay roughly 1/4 of the fees. Of course, there would be many other A vs. B examples of the vast differences in this truly unfair and flawed new scheme. Thanks for your attention to this matter.

405 Patricia St. (Liquor Lodge, Ana Lea's Candy)
3300 square feet multi use tenant (3 retail - 4 apartments) 2" line

	<u>2021 rates</u>			<u>2022 rates</u>			
water \$1.41	sewer \$2.58			water (0-35) = \$0.68 (35-65) = \$0.70 (66-500) = \$0.85			
	\$3.99 total			sewer (35-65) = \$2.00 (35-65) = \$2.20 (66-500) = \$2.80			
		<u>usage</u>		water	water	water	sewer
				\$0.68	\$0.70	\$0.85	\$2.00
Jan. Feb.		53		\$23.80	\$12.60		sewer \$2.20
Mar. Apr.		67		\$23.80	\$21.00	\$1.70	\$70.00
May, June		46		\$23.80	\$7.70		\$66.00
July, Aug.		56		\$23.80	\$14.70		\$24.20
Sept. Oct.		50		\$23.80	\$10.50		\$70.00
Nov. Dec.		48		\$23.80	\$9.10		\$46.20
							\$33.00
							\$28.60
Total Usage		320		\$142.80	\$75.60	\$1.70	\$420.00
							\$237.60
							\$5.60
water connection					\$1,301.35		
sewer connection					\$648.65		
water capital					\$2,201.00		INCREASE
sewer capital					\$1,349.00		399.95%
Total amount							\$6,383.30



Marc LeBlanc
 Owner/CEO
 P 780-852-2337
 E marc@liquorlodge.ca
 W liquorlodge.ca

On Jan 26, 2022, at 12:06 PM, Ana Lea Berenguer wrote:

Dear Mayor Ireland, Councilors Scott Wilson, Kathleen Waxer, Wendy Hall, Ralph Melnyk, Rico Damota and Helen Keleher-Empey;

In regards to the proposed 2022 Utility Rates Model:

I believe that prior to voting on this model at your next meeting more consideration must be taken. I understand utility rates must go up, However, I do not understand how the rate hike can be so disproportionate throughout the commercial buildings in the town of Jasper. As my neighbour Marc LeBlanc from the Liquor Lodge mentioned, the diameter of a water line should not be the source for which a rate is justified. How is it possible that by renting space from a newer building with a fire safety feature, are we going to be paying so much more in utilities than other commercial buildings, especially when that line is a necessity for a sprinkler system in case of a fire. I would think that having a sprinkler system is a safety feature that should in fact be considered an asset to the building not a detriment with a rate hike of an astronomical 400%. Why are these rates not being considered by consumption? I feel the way the model is as of now, that newer buildings are being penalized for a safety feature that in fact all commercial buildings should have. Not only does this system protect our building from a fire emergency, it protects the buildings around us as well.

Thank you for your consideration,

Ana Lea Berenguer
Ana Lea's Candy Lane

AGENDA ITEM 5.1

REQUEST FOR DECISION

Subject: Equity, Diversity and Inclusion Master Plan – 2022-2026

Prepared by: Lisa Riddell, Community Development Manager

Reviewed by: Bill Given, Chief Administrative Officer

Date: February 15, 2022



Committee Recommendation:

- That Council adopt the Municipality of Jasper’s 2022-2026 Equity, Diversity and Inclusion Master Plan.

Alternative:

- That Council direct Administration to return to a future committee of the whole meeting with a revised copy of the 2022-2026 Equity, Diversity and Inclusion Master Plan including suggested changes expressed today.

Background:

At the July 6, 2021 regular meeting, Council approved the Equity, Diversity & Inclusion policy and directed administration to return to a future committee of the whole meeting with a plan for policy implementation.

On October 12, 2021, Community Development returned to Committee of the Whole with a five year Equity, Diversity and Inclusion Master Plan. At that time, Committee of The Whole received the draft plan for information and directed administration to return to Committee of The Whole in early 2022 with a final draft of the plan.

The Equity, Diversity and Inclusion policy encompasses not only the organization as a workplace, but also the organization in its service to the public and its role in the community.

The ED&I plan breaks down how the organization will implement the ED&I policy [E-015](#). The policy statement sets out a shared commitment to “model organizational equity, inclusion and diversity to more effectively serve a diverse community through equitable policy and operations that allow every citizen to participate in all aspects of community life.” Further, the policy indicates a shared commitment to “continuously strive to identify and then reduce or remove impediments to equity, inclusion and diversity within the workplace, and to reduce barriers to public participation in municipal facilities, programs, services, and engagement opportunities.”

With the direction from Council on October 12, Community Development refined the plan and engaged Inclusion Committee members in the work of reviewing and fine tuning the content. The work of engaging and supporting the Inclusion Committee was funded through a time-limited grant from the Alberta Urban Municipalities Association called the Measuring Municipal Inclusion Grant (MMIG). The funding came to an end on December 31, 2021. The Inclusion Committee remains active and engaged into 2022 as part of the Municipality’s approved operating budget.

Discussion:

The draft Equity, Diversity and Inclusion Master Plan attached presents the framework for the next five years of working towards equitable municipal policy and operations. The first part of the draft 5-year Master Plan outlines the organization's commitment, and guiding principles for plan implementation overtime. The second part of the plan is broken down into several areas of focus with specific activities detailed, as well as measurable results (outputs) from those activities and the desired change (outcomes) we aim to see from those activities. Some activities will be implemented by all Municipal employees while others will be led by the cross-departmental work of the Internal Inclusion Committee. Department leaders, subject matter experts and community members will all be engaged in the implementation of the Municipality's ED&I Master Plan over the next 5 years.

The Municipality's Equity, Diversity and Inclusion Master Plan will guide efforts to build a diverse and inclusive workforce and provide inclusive, accessible and equitable programs and services to our residents. The plan is a longer-term guiding document that will ensure that the Equity, Diversity and Inclusion Policy is considered and applied organization-wide, by all business units in all aspects of day-to-day operations and higher-level decision making.

The Municipality of Jasper is continuously learning about emerging and best practices in advancing its equity, diversity and inclusion efforts. One of the guiding principles in the draft ED&I Master Plan is continuous improvement and it is worth noting that this Master Plan will be seen as a living document that will be reviewed, updated and amended over the 5-year period to reflect that learning.

The Equity, Diversity and Inclusion Policy and draft Equity, Diversity and Inclusion Master Plan is the culmination of 18 months of collaborative work between Inclusion Committee members. Adoption by Council of the draft ED&I Master Plan would allow the Municipality of Jasper to ensure that organizational strategic planning and business planning are done through an equity, diversity and inclusion lens and that the organization's priorities are in line with its vision to "offer accessible services, cultural amenities, lifelong learning opportunities, affordable housing and a safe and supportive living environment for all residents."

Strategic Relevance:

- *Jasper's Municipal Mission* (Strategic Priorities 2018-2022 – Municipality of Jasper, pg. 12) "Council has proclaimed Jasper to be a Welcoming and Inclusive Community and has committed to making decisions through the lens of inclusion, keeping the interests of the community as a whole in mind, and advancing basic respect, truth and human dignity."
- Governance and Social Equity. Specifically, "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..."
- *Community Vision* (Jasper Community Sustainability Plan, 09/11 - Strategic Priorities 2018-2022 – Municipality of Jasper, pg. 3) "Jasper offers accessible services and cultural amenities, lifelong learning opportunities affordable housing and a safe and supportive living environment for all residents."

Financial: The recommended activities within the draft Equity, Diversity and Inclusion Plan (2022-2026) will require a commitment of resources over the 5-year period. Resources to start work on the plan were incorporated into the 2022 operating budget which was approved on January 4, 2022. Additional resources required will be presented to council in the context of future budgets.



**Municipality of
Jasper**

Equity, Diversity & Inclusion Master Plan

2022-2026



Contents

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Introduction

Background

On July 6th, 2021, Jasper Municipal Council formally adopted Policy E-015: the Equity, Diversity and Inclusion Policy. The purpose being to provide informed, authentic leadership for organizational equity. In recognition that a successful community is one in which unique contributions by residents of different backgrounds, abilities and orientations are welcomed, invited and actively sought.

The development and passing of this policy were a direct result of undertaking an organized approach to measure municipal inclusion utilizing the tool developed by Alberta Municipalities and funding through the Measuring Municipal Inclusion Grant (MMIG).

The tool revealed several areas where the Municipality could improve and an internal, cross-departmental committee (the Inclusion Committee) was struck to address these areas – one of which included a review of policies related to discrimination, diversity and inclusion.

The Equity, Diversity and Inclusion Policy (E-015) was developed as a result of that review and has led to the development of a comprehensive, five year Equity, Diversity and Inclusion (ED&I) Master Plan for the Municipality of Jasper. The Master Plan further demonstrates the Municipality's commitment to equity, diversity and inclusion and provides a framework for policy implementation and organizational accountability for years to come.



Introduction

Jasper's Equity, Diversity & Inclusion Master Plan – 2022 - 2026

This master plan presents the Municipality's framework for realizing equitable policies and operations. It includes 14 areas of focus with specific activities, desired outputs and outcomes. The five year Master Plan is the result of a collaborative effort between Municipal Council, Inclusion Committee members, administration and employees to be a leader in equity, diversity and inclusion work.

The Municipality's Equity, Diversity and Inclusion Master Plan will guide efforts to build a diverse and inclusive workforce and provide inclusive, accessible and equitable programs and services to our residents. The plan will ensure that the Equity, Diversity and Inclusion Policy is considered and applied throughout the entire organization, by all departments in all aspects of day-to-day operations and higher-level decision making.

The Municipality of Jasper's Equity, Diversity and Inclusion Master Plan is based on four pillars of inclusion (diversity, skill, equity & growth) and takes into account the organization's shared commitment. The plan builds upon the foundation of inclusion work undertaken to date and sets the framework for it to continue.

Why do we need an Equity, Diversity and Inclusion Master Plan?

Jasper is beautifully and uniquely diverse. People from across the globe choose to make Jasper their home. Community members reflect diversity through race, religion, gender identity, physical and mental ability and many other ways.

But simply acknowledging this diversity isn't enough. We need to work every day to identify and dismantle systems that are inequitable. We need to attract and retain a diverse workforce in our organization that reflects the residents we serve.

How does this benefit the Municipality?

Years of research confirms the benefits of local government supporting equity, diversity and inclusion (ED&I) work. When we invest in making our organization as diverse and inclusive as possible, we see:

- An increased sense of belonging for residents;
- A reduction in social conflict;
- An increased ability to meet our municipal mandate to serve ALL residents;
- Increased productivity, creativity and innovation from an engaged, diverse and talented workforce;
- An increase in participation from diverse groups in municipal affairs; and
- An improved ability to identify, develop and deliver relevant programming and services to the community.

When we commit to equity, diversity and inclusion as a priority for our organization we benefit from a more resilient, committed and effective workforce. When people are welcomed, encouraged and thanked for examining and understanding their role in contributing to an equitable society the community at large benefits.

Opportunities exist for growth, education and evolution. It is our individual, group and organizational duty to: check our biases, identify and dismantle systems that are inequitable and take active steps to foster a respectful, inclusive and equitable environment so that our employees and residents can thrive.

THE ALBERTA HUMAN RIGHTS ACT PROHIBITS DISCRIMINATION BASED ON THESE PROTECTED GROUNDS:

- Race
- Religious beliefs
- Colour
- Gender
- Gender identity
- Gender expression
- Age
- Physical and mental disabilities
- Ancestry
- Place of origin
- Marital status
- Source of income
- Family status
- Sexual orientation



Guiding Principles



Community Relevance:

- ☉ recognize diversity, inclusion, and equity as critical to ensuring the well-being of staff and the community we serve;

Critical Analysis:

- ☉ identify, acknowledge and dismantle inequities within our policies, systems, programs, and services;
- ☉ continually update and report on organization progress;
- ☉ identify and address underlying assumptions which interfere with inclusiveness;

Continuous Improvement:

- ☉ advocate for and support organization-wide thinking about how systemic inequities impact our organization's work, and how best to address this in a way that is consistent with Council's strategic priorities and the Municipality of Jasper's Vision Statement;

Collective Responsibility:

- ☉ commit time and resources towards identifying inequities and removing barriers within the organization;
- ☉ ensure all activities of the Municipality of Jasper and those of its Agencies, Boards and Committees will be inclusive in nature; and
- ☉ lead with respect.





Policy Statement & Shared Commitment

“Inclusion is not bringing people into what already exists; it is making a new space, a better space for everyone.”

- George Dei

The Municipality of Jasper is committed to modelling organizational equity, inclusion and diversity to effectively serve its diverse community. This is done through equitable policy and operations that allow every citizen to participate in all aspects of community life.

The Municipality of Jasper will continuously strive to identify and then reduce or remove impediments to equity, inclusion and diversity within its workplace, and to reduce barriers to public participation in municipal facilities, programs, services, and engagement opportunities.

Pillars of Inclusion

The Municipality of Jasper’s Equity, Diversity & Inclusion Master Plan is based on these pillars of inclusion. Identifying these four areas and committing to improvement in them supports working towards our shared commitment.





Pillars of Inclusion

1. Diversity

The Municipality will seek and show it values diversity by attracting and recruiting a talented and diverse labour force representative of the community. When engaging with the public, the Municipality will seek diversity in stakeholders, viewpoints and utilize communication methods to reach underrepresented populations.

2. Equity

The Municipality will examine policy, procedure and access to services, and identify potential barriers. To promote equity, policies and procedures will be developed that increase vigilance against systemic and individual discrimination and support individuals who experience discrimination.

3. Skill

Through training and education opportunities, the organization will promote respect, knowledge, and appreciation of cultural diversity and the inclusion of Indigenous and racialized communities in the cultural fabric of the Municipality. Employees and leaders will be provided the tools to work inclusively, and champion, promote and speak to the benefits of an equity lens.

4. Growth

A lead by example approach will demonstrate the Municipality's commitment to diversity and inclusion. This includes support of Equity, Diversity & Inclusion programs by Council, the Chief Administrative Officer, Directors, Management, Human Resources and employees leading to increased capacity within the organization to operate in an inclusive way.

in•clu•sion

/in•klo•oZH•n/

Noun

1. the action or state of including or of being included within a group or structure.

2. the practice or policy of providing equal access to opportunities and resources for people who might otherwise be excluded or marginalized, such as those who have physical or mental disabilities and members of other minority groups.

Approaching municipal work with these pillars of inclusion in mind, embeds equity, diversity & inclusion into all functions of the organization. In this way the Municipality can exemplify the following:

- 🌐 The Municipality is a guardian that respects the public interest.
- 🌐 The Municipality is an organization that upholds human rights.
- 🌐 The Municipality is a community that promotes diversity.



Roles and Responsibilities

Directors & Managers

- Monitor and assess the effectiveness of the Equity, Diversity & Inclusion Master Plan;
- Deliver services in ways that demonstrate our commitment to diversity and inclusion;
- Recognize diversity as a strategic value of the Municipality;
- Champion and recognize diversity and inclusion efforts across the organization;
- Promote and invest in diversity and inclusion;
- Create and maintain an inclusive working environment that supports all employees;
- Demonstrate behaviors consistent with the Municipality's diversity and inclusion goals and policies, as well as procedures and practices related to diversity and inclusion
- Provide training and educational opportunities to build on skills related to diversity and inclusion;
- Uphold diversity and inclusion as a core value;
- Demonstrate zero tolerance for discrimination and harassment;
- Lead by example;
- Ensure work environments, public spaces and facilities are free from discrimination and harassment;
- Embrace other cultures, world views, ideas and different perspectives;
- Support directors and managers to receive training to help staff address positive or negative equity, diversity & inclusion situations in the workplace;
- Empower staff to have honest conversations about equity, diversity & inclusion with their management.

All Municipal Employees

- Deliver services in ways that demonstrate our commitment to diversity and inclusion;
- Participate in training and educational opportunities to build on skills related to diversity and inclusion;
- Champion diversity and inclusion efforts across the organization;
- Promote diversity and inclusion;
- Create and maintain an inclusive working environment that supports all employees;
- Identify personal goals related to diversity and inclusion;
- Demonstrate behaviours consistent with the Municipality's diversity and inclusion goals and policies, as well as procedures and practices related to diversity and inclusion;
- Understand diversity and inclusion as municipal core values;
- Speak up and speak out against discrimination and harassment;
- Lead by example;
- Ensure our work environment, public spaces and facilities are free from discrimination and harassment;
- Respect coworkers and residents.



Implementation Plan

The following pages outline the activities within each area of focus including outputs and outcomes from each activity. Activities were developed collaboratively through the internal Inclusion Committee with input from all levels of the organization. Desired outcomes will be achieved by implementing several activities, measuring the success of those activities and then refining activities to reflect changing best practices or lessons learned along the way.

Some activities will be implemented by all municipal employees while others will be led by the cross-departmental work of the Inclusion Committee. Department leaders, subject matter experts and community members will all be engaged in the implementation of this Equity, Diversity & Inclusion Master Plan over the next five years.

Implementation Plan

Inward Facing (areas 1-5)

Area of Focus 1 - Engage Employees Through the Municipal Inclusion Committee				
	Activities	Output	Outcome	Status
A	Draft formal Terms of Reference for the internal Inclusion Committee.	<ul style="list-style-type: none"> Formal Terms of Reference for Inclusion Committee are drafted and approved by Inclusion Committee members and management. 	<ul style="list-style-type: none"> Increased understanding of Inclusion Committee governance, mandates and goals. 	
B	Formalize the committee within the Municipality of Jasper.	<ul style="list-style-type: none"> Inclusion Committee is recognized by the Municipality as an internal committee. Inclusion Committee is funded and sustained through the Municipality. 	<ul style="list-style-type: none"> Employees and elected officials are encouraged and supported to be members of the Inclusion Committee. 	
C	Promote the committee internally and externally.	<ul style="list-style-type: none"> Marketing tools produced (posters, emails) to promote the Inclusion Committee to employees. Section on municipal website on Inclusion Committee initiatives. 	<ul style="list-style-type: none"> Greater organizational awareness of the Inclusion Committee. Public sees a commitment to equity, diversity and inclusion by the organization. 	

Area of Focus 2 - Build Capacity Through General Equity, Diversity & Inclusion Training				
	Activities	Output	Outcome	Status
A	Research and develop a training program that touches on equity, diversity and inclusion topics including reconciliation for all new staff.	<ul style="list-style-type: none"> An equity, diversity and inclusion training program is developed and utilized. Documentation exists outlining training requirements for new staff. 	<ul style="list-style-type: none"> Staff have access to training reflective of equity, diversity and inclusion goals and philosophy of the organization Staff have clear instruction on acceptable workplace behavior. 	
B	Research and develop a training program that touches on equity, diversity and inclusion topics including reconciliation for new elected officials, directors and managers.	<ul style="list-style-type: none"> An equity, diversity and inclusion training program for elected officials, directors and managers is developed and utilized. Documentation exists outlining training requirements for elected officials, directors and managers. 	<ul style="list-style-type: none"> Management and Council have access to training reflective of the equity, diversity and inclusion goals and philosophy of the organization Management and Council have clear instruction on acceptable workplace behavior. 	
Activities related to more specific training also appear throughout the Equity, Diversity and Inclusion Master Plan within several areas of focus.				



Implementation Plan

Area of Focus 3 - Policy Review and Interpretation				
	Activities	Output	Outcome	Status
A	Review any policies related to equity, diversity and inclusion; Respectful Workplaces Policy, Land Acknowledgement Policy, Equity, Diversity and Inclusion Policy.	<ul style="list-style-type: none"> • Inclusion Committee compiles list of policy that relates to equity, diversity and inclusion. • Inclusion Committee reviews policy and recommends changes to support equity, diversity and inclusion in the workplace. 	<ul style="list-style-type: none"> • All organizational policy reflects the organization's commitment to equity, diversity and inclusion. • Opportunity to update old policy to include new best practice. 	
B	Develop plain language print materials to accompany the policies where policy language itself may not be inclusive.	<ul style="list-style-type: none"> • Plain language media produced. Including posters for staff rooms and pamphlets explaining policy (to be given to new employees at onboarding). 	<ul style="list-style-type: none"> • Increased understanding among employees of policies, the organization's expectations and of reporting procedure for instances of discrimination or harassment. 	
C	Develop a policy review tool and conduct a policy review of any new policies with an inclusion lens.	<ul style="list-style-type: none"> • Policy review tool is created. All draft policies are reviewed by the Inclusion Committee using the policy review tool. 	<ul style="list-style-type: none"> • Increased understanding and skill among municipal employees and elected officials in drafting policies that are inclusive and advance equitable municipal service and operations. 	
D	Conduct a policy review of all existing policies using the policy review tool.	<ul style="list-style-type: none"> • Existing policies are reviewed and recommendations for updates that would make a policy more inclusive are drafted. 	<ul style="list-style-type: none"> Increased understanding and skill among municipal employees and elected officials in reviewing and updating policies to ensure equitable municipal service and operations. 	

Implementation Plan

Area of Focus 4 - Utilize the Accessibility Audit Results in Future Planning				
	Activities	Output	Outcome	Status
A	Continue to work on the priority areas identified in the 2020 accessibility audit using the guiding document developed during the Measuring Municipal Inclusion Grant project.	<ul style="list-style-type: none"> Guiding document exists for use by the organization and highlights priority areas of improvement regarding accessibility. 	<ul style="list-style-type: none"> Increased awareness of opportunities to improve accessibility to municipal facilities and programs. 	
B	Develop an accessibility 'check list' for programs and facilities.	<ul style="list-style-type: none"> A checklist exists for use by municipal staff in assessing how accessible a program, facility or service is. 	<ul style="list-style-type: none"> Gaps in accessibility are identified and mitigated through the use of an accessibility tool. 	
C	Utilize the guiding document from the audit in capital projects, facility improvement or retro-fitting of facilities.	<ul style="list-style-type: none"> The document exists to guide decision making around capital projects, facility improvement or retro-fitting of facilities. 	<ul style="list-style-type: none"> Staff have an increased ability to consider accessibility in decision making regarding capital projects, facility improvement or retro-fitting of facilities. Capital projects, facility improvement or retro-fitting of facilities are carried out with a priority of improving accessibility. 	
D	Develop an accessibility assessment tool for municipal staff to utilize to review capital projects ensuring that standards are being met based on the accessibility audit.	<ul style="list-style-type: none"> An accessibility assessment tool is created and utilized for capital projects. 	<ul style="list-style-type: none"> Increased understanding and skill among municipal employees and elected officials in reviewing capital projects through an accessibility lens and utilizing the accessibility audit to assess how accessible proposed projects will be. 	
E	Inclusion Committee reviews filled out accessibility assessments for capital projects and makes recommendations.	<ul style="list-style-type: none"> Filled out accessibility assessments are reviewed and recommendations are generated. 	<ul style="list-style-type: none"> Increased understanding and skill among municipal employees and elected officials in reviewing capital projects using the accessibility assessment tool and audit with the goal of ensuring barrier-free facilities and facility upgrades. 	

Implementation Plan

Area of Focus 5 - Attract and Retain a Diverse Workforce

	Activities	Output	Outcome	Status
A	Research and develop internal training for all managers and directors on the practice of inclusive hiring.	<ul style="list-style-type: none"> Inclusive hiring training is offered to all managers, directors and the Chief Administrative Officer. 	<ul style="list-style-type: none"> Managers, directors and the Chief Administrative Officer are more aware of the presence of bias in the hiring process and how to practice inclusive hiring. Municipality of Jasper's workforce is more reflective of the population they serve. 	
B	Continue to review the ways in which the organization recruits new employees to identify and remove or minimize barriers.	<ul style="list-style-type: none"> Barriers to inclusive, equitable recruitment and hiring are identified. Steps are taken to reduce bias in recruiting or hiring. 	<ul style="list-style-type: none"> The Municipality is an equal opportunity employer Barriers to recruitment and employment with the Municipality are reduced. Increase in applications to municipal positions from racialized residents or residents with diverse abilities. 	
C	Identify gender stereotypes associated with different areas of municipal service and operations. Research and compile opportunities for training on mitigating gender bias specific to those areas.	<ul style="list-style-type: none"> Areas of municipal service and operations are reviewed with an eye for gender and gender stereotyping. Training specific to mitigating bias is coordinated and offered. 	<ul style="list-style-type: none"> Increased ability for municipal staff to notice the effects of gender stereotyping within the organization Increased understanding of the harm associated with gender stereotyping and the benefits of seeking and promoting gender-diversity across the organization. Increased discussion among municipal staff about gender stereotyping and gender diversity. 	
D	Identify cultural stereotypes associated with different areas of municipal service and operations. Research and compile opportunities for training on mitigating cultural bias specific to those areas.	<ul style="list-style-type: none"> Areas of municipal service and operations are reviewed with an eye for cultural stereotyping. Training specific to mitigating bias is coordinated and offered. 	<ul style="list-style-type: none"> Increased ability for municipal staff to notice the effects of cultural stereotyping within the organization. Increased understanding of the harm associated with cultural stereotyping and the benefits of seeking and promoting cultural-diversity across the organization. Increased discussion among municipal staff about cultural stereotyping and cultural diversity. 	

Implementation Plan

Area of Focus 6 - Welcome and Review Feedback from Staff

	Activities	Output	Outcome	Status
A	Develop an anonymous feedback box as a tool for internal staff to use to submit positive or negative reports related to inclusion and diversity within the municipality.	<ul style="list-style-type: none"> • A tool exists. Staff are utilizing it. Inclusion Committee discusses submissions regularly. 	<ul style="list-style-type: none"> • Increased understanding of the unique experiences of municipal employees. • Increase in engagement from staff on how to improve. 	
B	Engage Managers and Directors in training on how to talk to staff about instances of racism or discrimination and how we can improve.	<ul style="list-style-type: none"> • Managers and Directors take part in training on how to receive reports or feedback about inclusion, racism or discrimination and what their role is. 	<ul style="list-style-type: none"> • Managers/Directors have more understanding on how to receive reports or feedback about inclusion and what they can do to support their teams. 	



Implementation Plan

Inward and Community Facing (area 7)

Area of Focus 7 - Advance Truth and Reconciliation Efforts

	Activities	Output	Outcome	Status
A	Develop a land acknowledgement for use at Council and in writing/website.	<ul style="list-style-type: none"> Land acknowledgement developed and approved for use by the organization. 	<ul style="list-style-type: none"> Municipal staff have an approved statement of territorial acknowledgement for use by the organization. 	
B	Municipal elected officials, managers, directors and staff to read the Land Acknowledgement Policy.	<ul style="list-style-type: none"> Municipal staff read, understand and utilize the Land Acknowledgement Policy in their roles. 	<ul style="list-style-type: none"> Increased understanding of the significance of a territorial acknowledgement. 	
C	Ensure the topic of Reconciliation appears on strategic planning and business planning agendas.	<ul style="list-style-type: none"> Reconciliation is discussed at the 2022 Strategic Planning session. 	<ul style="list-style-type: none"> Elected officials and Senior Leadership Team take part in planning around Reconciliation. 	
D	Distribute educational material on the 94 Calls to Action to all members of the Inclusion Committee, Senior Leadership Team and Council.	<ul style="list-style-type: none"> Members of the Inclusion Committee, Senior Leadership Team and Council have resources to assist them in implementing the Calls to Action that pertain to municipalities. 	<ul style="list-style-type: none"> Increased understanding of the role local governments can play in advancing Truth and Reconciliation. 	
E	Create a section on the municipal website outlining the actions the organization will take to further Truth and Reconciliation.	<ul style="list-style-type: none"> Section of the municipal website exists with organizational commitment to advancing Truth and Reconciliation. 	<ul style="list-style-type: none"> Municipal staff as well as community members have an increased understanding of the Municipality's commitment to advancing Truth and Reconciliation efforts. 	

Implementation Plan

Inward and Community Facing (area 7)

Area of Focus 7 - Advance Truth and Reconciliation Efforts

	Activities	Output	Outcome	Status
F	With input from Indigenous partners, Inclusion Committee to discuss how to formally recognize September 30 th , the National Day for Truth and Reconciliation.	<ul style="list-style-type: none"> • A statement in honor of Truth and Reconciliation Day is prepared and released. • A plan to honour and recognize September 30th, National Day for Truth and Reconciliation is drafted. 	<ul style="list-style-type: none"> • Increased awareness of the Municipality's support for the advancement of Truth and Reconciliation. • Increased public awareness of the National Day for Truth and Reconciliation. 	
G	Develop training on the Indigenous connection to this area as well as cultural safety for members of the Senior Leadership Team and Council.	<ul style="list-style-type: none"> • Training identified and available. 	<ul style="list-style-type: none"> • Increased awareness among Senior Leadership Team and Council of Indigenous relationships with this area and how to foster cultural safety in the workplace. 	
H	With input from Indigenous partners, develop a list of alternative Indigenous names for municipal spaces for consideration and renaming.	<ul style="list-style-type: none"> • Names of municipal facilities/ outdoor areas are changed to reflect local Indigenous history. 	<ul style="list-style-type: none"> • Renamed municipal spaces honour Indigenous Peoples, in an effort to decrease systemic racism and decolonize spaces. • Increased awareness of the Municipality's support for the advancement of Truth and Reconciliation. 	
I	With input from Inclusion Committee, Indigenous community members and Indigenous partners, identify areas the Municipality can prioritize when it comes to Reconciliation efforts.	<ul style="list-style-type: none"> • A list of regular, ongoing reconciliation-focused activities/initiatives are identified. 	<ul style="list-style-type: none"> • Increased understanding of the role of local governments in Reconciliation. • Increased capacity for the Municipality to advance Reconciliation efforts. • Increased awareness in the community of the Municipality's support for the advancement of Truth and Reconciliation. 	
J	Liaise with Parks Canada to participate in conversations of mutual interest with the 26+ Indigenous groups who identify a historical and ongoing connection to this place by participating in the Indigenous Forum.	<ul style="list-style-type: none"> • Regular, ongoing relationship building with Indigenous groups takes place via the Indigenous Forum. • The Municipality expresses interest in regular, ongoing relationship building and conversations on topics of mutual interest. 	<ul style="list-style-type: none"> • Increased understanding of Indigenous Peoples' perspectives on areas of mutual interest and the role of the Municipality in relationship building and Reconciliation • Increased capacity for the Municipality to build and nurture relationships with Indigenous partners. • Increased awareness in the community of the Municipality's support for the advancement of Truth and Reconciliation. 	

Implementation Plan

Community Facing (areas 8-14)

Area of Focus 8 - Welcome and Review Feedback from the Community				
	Activities	Output	Outcome	Status
A	Develop messaging for the website about the Municipality's commitment to equity, diversity and inclusion and what the public can do if they experience racism/discrimination in a municipal space or by a municipal employee.	<ul style="list-style-type: none"> • Formal tracking system developed. • Documentation exists outlining the process to receive reports and follow up. 	<ul style="list-style-type: none"> • Increase in vigilance against systemic and individual discrimination. • Municipality of Jasper is able to support individuals who experience discrimination. • The public feels there are more reliable systems in place to protect them. 	
B	Inclusion Committee reviews and discusses reports of harassment or discrimination.	<ul style="list-style-type: none"> • Instances of harassment & discrimination are documented and reviewed. 	<ul style="list-style-type: none"> • Municipality of Jasper is able to address instances of harassment or discrimination • The Municipality is more aware of any change in frequency of instances of discrimination or harassment. • Increased vigilance against systemic and individual discrimination. 	
C	Inclusion Committee makes recommendations for training or 'intervention' based on reports received and reviewed.	<ul style="list-style-type: none"> • Recommendations are made by the Inclusion Committee following documented instances of harassment or discrimination. • A list of potential training is generated based on the need identified. 	<ul style="list-style-type: none"> • Decrease in incidents of harassment & discrimination through education and professional development. 	
D	Develop messaging for the website about the Municipality's commitment to equity, diversity and inclusion and what the public can do if they experience racism/discrimination within the community as a whole.	<ul style="list-style-type: none"> • Content developed and on the website. 	<ul style="list-style-type: none"> • Increased vigilance against systemic and individual discrimination. • The Municipality is aware of instances of racism or discrimination in the community and can monitor trends. • The public feels their local government takes an active interest in monitoring and addressing instances of racism and discrimination in the community. 	

Implementation Plan

Area of Focus 9 - Be a Leader in Equity, Diversity & Inclusion Work in The Community

	Activities	Output	Outcome	Status
A	Apply to join the Coalition of Inclusive Municipalities.	<ul style="list-style-type: none"> Municipality of Jasper becomes a member of the Coalition of Inclusive Municipalities. 	<ul style="list-style-type: none"> The Municipality is able to network and liaise with municipalities across the country on emerging and best practices in delivering equitable and inclusive local governance and services. 	
B	Work with Inclusion Committee members to develop a plan to recognize March 21 st as The International Day for the Elimination of Racial Discrimination.	<ul style="list-style-type: none"> Plan drafted to recognize March 21st as the International Day for the Elimination of Racial Discrimination. 	<ul style="list-style-type: none"> Increased action by residents, through participation or consultation, in the planning of an event or initiatives to recognize the International Day for the Elimination of Racial Discrimination. 	
C	In collaboration with the Newcomer Network, develop a public awareness campaign showcasing newcomers' contributions to the community.	<ul style="list-style-type: none"> Newcomer stories are collected and showcased. Digital and paper media is produced and distributed in the community. 	<ul style="list-style-type: none"> Increased awareness of newcomer contributions to the community. Increased community appreciation for cultural diversity and respect for racialized communities. 	
D	Sponsor a workplace inclusion champion award in the broader community.	<ul style="list-style-type: none"> Workplace inclusion award exists. 	<ul style="list-style-type: none"> Increased celebration of efforts to dismantle inequitable systems within the workplace and promote inclusion. 	
E	Promote practices to foster inclusive workplaces through the business licensing process.	<ul style="list-style-type: none"> License applicants receive information on promoting inclusion in the workplace. 	<ul style="list-style-type: none"> Increased understanding of the role each of us plays in advancing equity and inclusion in the workplace. 	
F	Translate business license information into multiple languages.	<ul style="list-style-type: none"> Information on the process for acquiring a business license in Jasper is translated and available in print and on the website. 	<ul style="list-style-type: none"> Diverse residents have equal opportunities for entrepreneurship through understanding the business licensing process. 	
G	Start an equity, diversity and inclusion network in the community for professionals that are spearheading equity, diversity and inclusion efforts within their contexts.	<ul style="list-style-type: none"> A Jasper equity, diversity and inclusion network is created. 	<ul style="list-style-type: none"> Folks leading equity, diversity and inclusion efforts within the community are connected, providing mutual support, sharing resources and ideas as well as collaborating where appropriate. 	



Implementation Plan

Area of Focus 10 - Support Cultural Programming and Events in the Community				
	Activities	Output	Outcome	Status
A	Liaise with community partners to develop a plan to organize and host a few cultural events in the community each year (cultural kitchens, cultural community dinners, multi-cultural festival etc.).	<ul style="list-style-type: none"> • Collaborative partnerships are nurtured. • Cultural events happen in Jasper hosted, in part, by the Municipality. 	<ul style="list-style-type: none"> • Increased celebration and appreciation for the cultural diversity in Jasper. 	
B	Promote and support existing initiatives in the community.	<ul style="list-style-type: none"> • The Municipality acts as a supporter to help spread the word about existing initiatives in the community that celebrate cultural diversity. 	<ul style="list-style-type: none"> • Increased awareness of existing initiatives in the community whether spearheaded by the Municipality or not. 	

Implementation Plan

Area of Focus 11 - Engagement Opportunities Reach Diverse Audiences				
	Activities	Output	Outcome	Status
A	Inclusion Committee to review community engagement initiatives and make recommendations on how to increase public participation in future.	<ul style="list-style-type: none"> • Opportunities for public participation are reviewed through an equity, diversity and inclusion lens and recommendations for improvement are generated. 	<ul style="list-style-type: none"> • Municipal staff have an increased understanding of how to ensure that opportunities for public participation are accessible and equitable. 	
B	Identify under-represented groups when it comes to public participation and invite broad, diverse community members to engage in opportunities.	<ul style="list-style-type: none"> • Under-represented community contacts or leaders are identified and relationships built. 	<ul style="list-style-type: none"> • Increased participation by a diverse group of community members. • More diverse input during the community engagement process. 	
C	Research innovative and user friendly community engagement tools.	<ul style="list-style-type: none"> • The Municipality uses innovative community engagement tools to ensure diverse input. 	<ul style="list-style-type: none"> • Increased exposure to community members. • Increased access to harder to reach populations. 	
D	Create community engagement email distribution list.	<ul style="list-style-type: none"> • Community engagement email distribution list is generated. 	<ul style="list-style-type: none"> • Increased ability to engage with residents in different ways (outside of social media, website). 	
E	Cultivate opportunities for residents to engage in dialogue around areas of interest with municipal relevance.	<ul style="list-style-type: none"> • Opportunities for residents to engage in dialogue around areas of mutual interest exist. 	<ul style="list-style-type: none"> • Increased engagement from residents on areas of interest with municipal relevance. • Increase sense of belonging and contribution to community among participants. 	
F	Inclusion Committee reviews draft public engagement plans and makes recommendations to improve inclusivity.	<ul style="list-style-type: none"> • Public engagement plans are reviewed and improved to be more inclusive, specifically to harder-to-reach residents. 	<ul style="list-style-type: none"> • Increased engagement from harder-to-reach residents • Increase in accessible and inclusive opportunities for residents to participate in local government. 	

Implementation Plan

Area of Focus 12 - Inclusive Communications

	Activities	Output	Outcome	Status
A	Inclusion Committee to review communications campaigns and generate recommendations on how to increase inclusivity when it comes to communications and marketing of municipal services, projects, programs or initiatives.	<ul style="list-style-type: none"> • Communications campaigns are reviewed through an equity, diversity and inclusion lens and recommendations for improvement are generated. 	<ul style="list-style-type: none"> • Municipal staff have an increased understanding of how to ensure key messages reach a broad section of the community through inclusive communications. 	
B	Research and identify unique methods of communicating to harder-to-reach segments of the community.	<ul style="list-style-type: none"> • Best practice in inclusive communications strategy is identified and compiled. 	<ul style="list-style-type: none"> • Municipal staff have an increased understanding of how to present key messages to community members in an inclusive way. 	
C	Offer training to municipal staff on inclusive communications and design, plain language and writing for the web/social media.	<ul style="list-style-type: none"> • Training on inclusive communication is organized and offered. 	<ul style="list-style-type: none"> • Municipal staff have the skills and background to implement inclusive communications campaigns that deliver key messages to a broad range of community members. 	

Implementation Plan

Area of Focus 13 - Review and Improve Municipal Signage and Language

	Activities	Output	Outcome	Status
A	The Inclusion Committee reviews community and facility signage and recommends areas for improvement.	<ul style="list-style-type: none"> • Areas for improvement with regards to community and facility signage are identified. 	<ul style="list-style-type: none"> • Staff have an increased ability to see areas for improvement in signage and how that relates to overall equity, diversity and inclusion work. 	
B	Organizational standards for inclusive signage are developed and utilized across the organization.	<ul style="list-style-type: none"> • Standards for inclusive signage exist. 	<ul style="list-style-type: none"> • Staff has an increased understanding of organizational standards related to inclusive signage. • Any new signage design incorporates inclusive standards. 	
C	Replace old signage with updated signage that is more inclusive.	<ul style="list-style-type: none"> • Up-to-date, inclusive signage exists. 	<ul style="list-style-type: none"> • All residents and visitors are able to navigate the community, and understand the services available at municipal facilities. • Residents and visitors with diverse abilities feel welcomed in the community. 	
D	Inclusion Committee reviews municipal documents and suggest areas for improvement with regards to language.	<ul style="list-style-type: none"> • Areas for improvement with regards to written documents are identified. 	<ul style="list-style-type: none"> • Language on municipal documents and digital media is easily understood. • Increased participation in municipal functions by a diverse population. 	
E	Inclusive writing/ language training is researched and coordinated.	<ul style="list-style-type: none"> • Training on inclusive writing is available to employees. 	<ul style="list-style-type: none"> • Employees have a greater understanding of inclusive writing for print and web. 	
F	Re-write or re-design documents as well as website content based on Inclusion Committee recommendations and training provided.	<ul style="list-style-type: none"> • Municipal documents as well as text on the municipal website are updated and rewritten through an inclusion lens. 	<ul style="list-style-type: none"> • All residents have increased access to information and opportunities that exist in the community. 	
G	Translate key documents for use on the municipal website and in the community.	<ul style="list-style-type: none"> • Municipal documents are translated into multiple languages. 	<ul style="list-style-type: none"> • Community members whose first language is not English have increased access to information from the Municipality. 	

Implementation Plan

Area of Focus 14 - Ensuring Equitable Access to Outdoor Spaces

	Activities	Output	Outcome	Status
A	Use the accessibility audit to review entrances to and pathways within outdoor recreation areas with accessibility in mind.	<ul style="list-style-type: none"> • Pathways and entrances to outdoor recreation areas are upgraded to be accessible. 	<ul style="list-style-type: none"> • Increased accessibility for individuals with mobility issues to outdoor recreational spaces. • Increased usage of outdoor recreation areas by people with diverse abilities. 	
B	With input from the Inclusion Committee and facility managers, identify areas where residents and visitors would benefit from accessible picnic tables.	<ul style="list-style-type: none"> • Accessible picnic tables are incorporated into future development plans for those areas. • Accessible picnic tables are installed. 	<ul style="list-style-type: none"> • Increased ability for members of the Inclusion Committee and facility managers to consider increasing accessibility with all planned facility/area upgrades. • Increase in usage of outdoor park spaces or indoor sitting/eating spaces for people with diverse abilities. 	
C	Review outdoor public washrooms with the goal of incorporating a universal washroom.	<ul style="list-style-type: none"> • Opportunities to convert gender-specific washrooms to universal washrooms are identified. • Washrooms are updated to include universal washrooms and changeroom spaces. 	<ul style="list-style-type: none"> • Increased understanding of gender-diversity among municipal staff. • Decreased anxiety for transgender and gender non-conforming people while using municipal washroom facilities. • Increased understanding by residents of the Municipality's commitment to advancing equity and inclusion within the community. 	

Implementation Plan

Final Area of Focus

Area of Focus 15 - Measuring Success				
	Activities	Output	Outcome	Status
A	Use the approved five year Equity, Diversity & Inclusion Master Plan to further flesh out timelines, resource requirements, roles, indicators of success and how we will measure that success.	<ul style="list-style-type: none"> • A more detailed plan exists for internal use that further indicates how each activity will be implemented, who will play a role, how we will measure success and what will indicate success. 	<ul style="list-style-type: none"> • Increased ability to measure progress on Plan activities, outputs and desired outcomes. • Indicators of success are identified. • Outcome measurement tools are identified and developed. • Plan implementation is monitored over time. 	
B	Inclusion Committee utilizes the more detailed Equity, Diversity & Inclusion Implementation Plan to monitor implementation, outputs, outcomes and overall progress including successes, challenges and opportunities for improvement.	<ul style="list-style-type: none"> • Status of each activity and lessons learned along the way are documented. • Plan implementation is tracked and reviewed by the Inclusion Committee members. • Opportunities for improvement are identified. 	<ul style="list-style-type: none"> • Increased ability for Inclusion Committee members to discuss Plan implementation, success indicators, strategies to measure outcomes of implementation and opportunities for improvement. • Increased organizational capacity to implement longer-term master planning over time and monitor/pivot where needed to ensure alignment with the Equity, Diversity & Inclusion Policy. 	
C	Inclusion Committee together with Chief Administrative Officer determine an effective schedule for reporting on progress to Council.	<ul style="list-style-type: none"> • A schedule for reporting on plan implementation to Council exists. 	<ul style="list-style-type: none"> • Council is aware of progress made on the Equity, Diversity & Inclusion Master Plan 	
D	Inclusion Committee discusses and recommends a way to incorporate an inclusion lens into the Request For Decision format.	<ul style="list-style-type: none"> • The Chief Administrative Officer receives a recommendation on how to incorporate that practice into the Request For Decision format. 	<ul style="list-style-type: none"> • The Request For Decision format includes a prompt for administration and Council to apply an inclusion lens to decision making. 	

AGENDA ITEM 5.2

REQUEST FOR DECISION



Subject: Engagement Invitation for APPS Transition Study
From: Bill Given, Chief Administrative Officer
Prepared by: Emma Acorn, Legislative Services Coordinator
Reviewed by: Christine Nadon, Director of Protective & Legislative Services
Date: February 15, 2022

Committee Recommendation:

- That Council approve the attendance of both Councillor Melnyk and Councillor Waxer at the *APPS Transition Study* municipal engagement session listed in the attachment on March 31, 2022 in Edson.

Alternative:

- That Council approve the attendance of any councillor at a virtual and/or in-person *APPS Transition Study* municipal engagement session listed in the attachment.
- That Council deny the request for councillor attendance at a virtual and/or in-person *APPS Transition Study* municipal engagement session listed in the attachment.

Background:

Council has received correspondence from Minister Kaycee Madu regarding the *Alberta Provincial Police Service Transition Study* and has been invited to engage in virtual or in person sessions located throughout the province. Councillors Melnyk and Waxer are the first to propose their attendance at the March 31 session in Edson. Other dates are also available, as presented in the attachment to this report.

Council member attendance at events or training sessions which come at a cost to the Municipality of Jasper, and are not part of the regular duties of a councillor, or required in the context of councillor representation on an assigned board or committee, are subject to Policy #B-003: Council Member Development Opportunities. The policy states that "Council shall retain the authority to approve or reject participation in specific activities", by motion of Council if the timeline allows, or by written approval from the Mayor if time does not permit full Council consideration.

Financial:

The information sessions are offered at no cost. The expense to the Municipality of Jasper would consist of travel, subsistence, and councillor remuneration.

Relevant Legislation:

[Policy #B-003: Council Member Development Opportunities](#)

[Policy #B-003: Council Member Development Opportunities Administrative Procedures](#)

Attachments:

- Correspondence from Minister Kaycee Madu.
- Instructions on how to register and list of dates for upcoming virtual and in-person information sessions.



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Edmonton - South West*

AR 43835

Dear Mayor/Reeve and Council:

I am pleased to announce the release of the *Alberta Provincial Police Service Transition Study* completed by PricewaterhouseCoopers (PwC) Canada, and to invite your municipality to participate in further engagement on the findings of this report.

The Department of Justice and Solicitor General will be hosting virtual and in-person municipal engagement sessions between January 2022 and March 2022. Municipal engagement sessions will be open to municipal elected representatives, municipal employees, and organizations representing municipalities. Please see the attachment for instructions on how to register for a session near your community.

The engagement sessions will explore the concepts and information outlined in PwC's work, gather feedback on these ideas as well as local policing perspectives that will be used to refine PwC's proposed model and inform provincial government decision making. Discussions during the engagement sessions will draw on material from all three PwC reports:

- PwC's Final report: <https://open.alberta.ca/publications/apps-transition-study-final-report>
- PwC's Current state report: <https://open.alberta.ca/publications/apps-current-state-report>
- PwC's Future state report: <https://open.alberta.ca/publications/apps-future-state-report>

It is important to emphasize that no decisions have been made with regard to Alberta establishing its own provincial police. The Royal Canadian Mounted Police (RCMP) is an important Canadian institution consisting of exceptional women and men who perform great work, risking their lives every day to keep our communities safe. While Alberta's government has the utmost respect and appreciation for the work of the RCMP's front-line members, we also have a responsibility to examine our model of provincial policing to see if there are other innovative alternatives that would increase policing services for Albertans, involve Albertans in key decision-making processes, is cost-effective, and places community policing at the forefront.

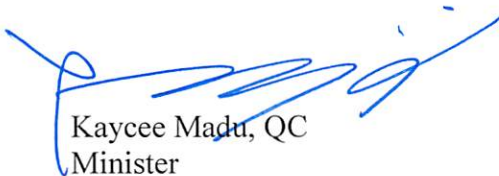
In 2020, the Fair Deal Panel consulted with tens of thousands of Albertans and heard many people's frustrations with the challenges of relying on a contracted provincial police force that is ultimately managed by Ottawa. The panel recommended that the province create an Alberta Provincial Police Service to replace the RCMP. The Alberta government supported this recommendation in principle, but committed to additional analysis. In October 2020, Justice and Solicitor General contracted with PwC to develop this analysis, and on April 30, 2021 PwC delivered their report. PwC's *Alberta Provincial Police Service Transition Study* details the operational requirements, process steps, and costs of a potential transition to an Alberta provincial police service.

The *Alberta Provincial Police Service Transition Study* presents an innovative provincial policing model that would:

- Increase the number of front-line police officers and civilian specialists serving our communities;
- Have dedicated mental health nurses and social workers to assist front-line police response;
- Prioritize community policing that would see Albertans recruited and serving in their local communities;
- See less transfer of officers in and out of communities (and the province) which would increase police knowledge of local public safety issues and improve detachment staffing levels;
- Reduce federal/provincial jurisdictional barriers that limit the integration of police services across Alberta;
- Have a governance model to increase the provincial police's accountability to local priorities and policing needs;
- Introduce new approaches to detachment deployment models to reduce police response times; and
- Leverage efficient back-office functions by utilizing existing provincial government resources to make the provincial police more cost effective.

I encourage you to attend a virtual or in-person engagement session to discuss the proposed model for an Alberta provincial police service, and to discuss what this model could mean for your community. If you have questions about the engagement sessions, please contact my department by emailing jsg.appstranstionstudy@gov.ab.ca.

Yours very truly,



Kaycee Madu, QC
Minister

Attachment

cc: Honourable Rick McIver, Minister of Municipal Affairs

Registration Instructions

Justice and Solicitor General: Alberta Provincial Police Service Transition Study Secretariat

Event overview

The Government of Alberta is engaging with municipalities on concepts presented in the *Alberta Provincial Police Service Transition Study* prepared by PricewaterhouseCoopers (PwC).

The department of Justice and Solicitor General will be facilitating in-person and virtual engagement sessions with municipalities between January and March 2022. In-person sessions will be held at many locations across Alberta. These sessions are open to municipal elected representatives, municipal employees and organizations representing municipalities.

Engagement sessions will focus on key concepts presented in the transition study with the intent to refine the model presented by PwC and inform future decisions on an Alberta Provincial Police Service.

Space is limited and the content is the same for all sessions. For this reason, we ask that individuals only sign-up for one session in this series.

Sessions are open to participants from multiple municipalities. Participants are encouraged to sign-up for a session near their community. Specific event locations will be added as soon they are available. Registrants will receive an email when the event address is available.

Discussions during the engagement sessions will draw on material from all three PwC reports. For more information about the transition study and associated engagement activities, please visit the following webpages:

- PwC's Final Report: <https://open.alberta.ca/publications/apps-transition-study-final-report>
- PwC's Current State Report: <https://open.alberta.ca/publications/apps-current-state-report>
- PwC's Future State Report <https://open.alberta.ca/publications/apps-future-state-report>
- Government of Alberta engagement webpage: <https://www.alberta.ca/provincial-police-service-engagement.aspx>

Registration Instructions

To register for a session, follow the Eventbrite link to the session that works best for your location and schedule.

Engagement Registration

Dates (2022)	Time	Location ¹	Registration Link
January 10	8:30am to 11:00am	Sherwood Park	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-tickets-205687315297

¹ Addresses will be provided when available.

January 10	2:00pm to 4:30pm	Fort Saskatchewan	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205689582077
January 11	8:30am to 11:00am	St. Albert	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205692831797
January 11	2:00pm to 4:30pm	Stony Plain	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205694827767
January 12	9:00am to 11:30am	Westlock	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205696663257
January 12	2:00pm to 4:30pm	Athabasca	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205697716407
January 13	8:30am to 11:00am	Ft. McMurray	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205698619107
January 24	8:30am to 11:00am	Okotoks	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205699200847
January 25	8:30am to 11:00am	Claresholm	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205700173757
January 25	2:00pm to 4:30pm	Pincher Creek	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205701507747
January 26	2:00pm to 4:30pm	Lethbridge	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205704877827
January 27	8:30am to 11:00am	Medicine Hat	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205706542807
January 27	2:00pm to 4:30pm	Brooks	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205707876797
January 28	8:30am to 11:00am	Strathmore	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205708769467
February 7	8:30am to 11:00am	Red Deer	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205710614987
February 7	2:00pm to 4:30pm	Red Deer	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205711828617

Last Updated: November 5, 2021

February 8	8:30am to 11:00am	Rocky Mountain House	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205713252877
February 9	8:30am to 11:00am	Stettler	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205714797497
February 9	2:00pm to 4:30pm	Hanna	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205715950947
February 10	8:30am to 11:00am	Airdrie	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205717756347
February 10	2:00pm to 4:30pm	Olds	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205719732257
February 28	8:30am to 11:00am	Leduc	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205721036157
February 28	2:00pm to 4:30pm	Ponoka	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205721838557
March 1	8:30am to 11:00am	Camrose	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205736321877
March 1	2:00pm to 4:30pm	Wainwright	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205740564567
March 2	8:30am to 11:00am	Vermillion	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205741958737
March 3	8:30am to 11:00am	Bonnyville	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205742700957
March 4	2:00pm to 4:30pm	Smoky Lake	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205746843347
March 7	8:30am to 11:00am	Slave Lake	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205887935357
March 8	2:00pm to 4:30pm	Peace River	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205749681837
March 9	2:00pm to 4:30pm	High Level	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205750975707

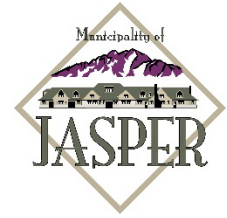
Last Updated: November 5, 2021

March 14	8:30am to 11:00am	Virtual	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205752119127
March 15	8:30am to 11:00am	Virtual	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205752861347
March 16	8:30am to 11:00am	Virtual	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205774887227
March 17	8:30am to 11:00am	Virtual	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205777184097
March 18	8:30am to 11:00am	Virtual	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205778157007
March 28	8:30am to 11:00am	Whitcourt	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205781055677
March 28	2:00pm to 4:30pm	Valleyview	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205782520057
March 29	2:00pm to 4:30pm	Grande Prairie	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205783091767
March 30	8:30am to 11:00am	Grande Prairie	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205784004497
March 31	8:30am to 11:00am	Edson	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205784766777
March 31	2:00pm to 4:30pm	Drayton Valley	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205785338487
April 1	2:00pm to 4:30pm	Edmonton	https://www.eventbrite.ca/e/alberta-provincial-police-transition-study-municipal-engagement-tickets-205785950317

Last Updated: November 5, 2021

AGENDA ITEM 5.3

REQUEST FOR DECISION



Subject: Paid Parking Resident Exemption Program

From: Bill Given, Chief Administrative Officer

Prepared by: Christine Nadon, Director of Protective and Legislative Services

Reviewed by: Natasha Malenchak, Director of Finance and Administration

Date: February 15, 2022

Committee Recommendation:

- That Council approve a resident exemption program with preloaded credits for any resident registered in the system to a maximum of 500 credits (500 hours) per year.

Alternatives:

- That Council approve a resident exemption from paid parking for up to two hours per parking session, for any resident registered in the system; or
- That Council direct Administration to discontinue work on the paid parking resident exemption program.

Background:

At the January 4, 2022 regular meeting, Council approved the continuation of a paid parking program in the Municipality of Jasper on a seasonal basis, and voted in favor of an exemption program for residents from the requirement to pay for parking in paid parking zones, with such exemptions to be determined at a later date.

At the February 8, 2022 committee of the whole meeting administration presented options for a Paid Parking Resident Exemption Program and Council debated the merits of each. In addition to recommending the motion above to Council, Committee directed Administration to develop a program to assist individuals with mobility or technology issues separately from the preloaded credit program.

Discussion:

An exemption program for residents of Jasper in the paid parking areas could take several forms. The “digital first” system is very flexible and can support any type of exemption that Council may wish to provide residents. One requirement for any exemption is that residents will need to register their vehicle to be recognized as a resident and receive the exemption. This is an administrative process that does not require direction from Council. Council does need to provide direction on the type or amount of exemption that should be provided. Administration’s recommendation is to provide free resident parking for a pre-determined amount of time as it would continue to encourage turnover in parking spaces and be relatively simple to convey to the public.

Alternatively, Council could approve a system that would see each resident receive parking credits pre-loaded in to their account upon registering. In this approach, Council would specify the amount of credits residents could receive, and how often they would receive them. This approach would require more active monitoring on behalf of the resident, and when they’ve used the provided credits and still wish to park more, they may need to add funds, risk being ticketed or park less.

Program Type	Customer Friction	Revenue Generation	Encourages walking	Admin. workload
Number of hours	Low	Low	Medium	Low
Pre-loaded credits	Medium	Medium	Medium	Medium
No exemption	High	High	High	Medium to High

Strategic Relevance:

Governance and Social Equity

- Seek out and pursue alternate sources of revenue

Economic Health and Fiscal Equity

- Pursue equitable allocation of costs between the community and visitors and among community rate-payers by expanding visitor user fees where feasible.
- Where appropriate, improve equitable distribution of municipal service costs and ease the tax burden through implementation of user fees.

Financial:

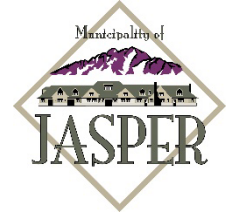
The extent of the paid parking resident exemption program selected by Council will directly impact the potential paid parking revenue for the 2022 season, as outlined in the table above. Staff resources and communications costs (ads, handouts, etc.) required to promote the program are included in the approved operating budget.

Communications:

Regardless of the approach determined by Council, concise and effective communication materials will need to be developed to encourage Jasper residents to register their vehicles and benefit from the exemption program. The recommended hourly program type should require significantly less resources to communicate due to its simplicity and low customer friction rating.

AGENDA ITEM 5.4

REQUEST FOR DECISION



Subject: Garage Suites Feedback
From: Bill Given, Chief Administrative Officer
Reviewed by: Christine Nadon, Director of Protective & Legislative Services
Date: February 15, 2022

Committee Recommendations:

- That Council endorse the concept of Garage Suites subject to their exclusive use as residential accommodation.

Alternatives:

- That Council object to the concept of Garage Suites;
- That Council endorse Garage Suites without conditions; or
- That Council direct Administration to return to a future committee meeting with options to mitigate other issues.

Background:

On January 11, 2022 Council received information from Parks Canada with respect to proposed standards for Garage Suites. Parks Canada requested that the Municipality provide feedback on the concept, and Committee directed Administration to request further particulars in regards to parking requirements and service standards.

The issue was briefly discussed at the Intergovernmental meeting on February 1, 2022. Council discussed the topic more thoroughly at the February 8, 2022 committee of the whole meeting. In addition to recommending the motion above to Council, Committee directed Administration to return to a future Committee meeting with options to address the following issues: emergency access; user access; water, waste water, solid waste, and recycling capacity; and parking and enforcement.

Discussion:

Garage Suites are a form of Accessory Dwelling Unit (ADU). Another common example of an ADU would be a secondary suite within a single family home. While a secondary suite provides the additional housing within the existing house, a garage suite provides the additional housing as a standalone building on the same property. Garage suites are common in many municipalities across North America. Their use is growing in popularity in Alberta as more municipalities amend their land-use and development regulations to be more enabling.

While Garage Suites have the potential to provide important additional housing stock in Jasper's constrained market, the concept could put a strain on municipal services that must be considered as well.

Administration reviewed the draft Garage Suite specifications from a number of municipal perspectives including emergency services (fire and bylaw), operations and utilities and made the following observations.

Summary of Municipal Operational Perspectives on Garage Suites

- **Increased demand for service to alleys (Ops/Fire)**

Both fire and operations noted that if garage suites use rear lanes as the primary access point, this may increase demand for service in alleys. This could lead to increased annual operating costs particularly for winter operations. In addition to demands from residents, this is a particular concern with respect access for fire response. Service standards in alley maintenance directly impact the fire department's ability to access properties in relation to snow piles and drifting snow in alleys. Increased snow clearing in these locations may be required to ensure continued access.

- **Constrained access for emergency vehicles (Fire)**

Slightly different from the item above, the fire department also noted concerns around physical access to garage suites. Alley access only fires are incredibly challenging to fight due to minimal access available and the requirement to stage trucks and personnel close to the incident, which often only allow one apparatus even to come close.

- **Limited access to fire hydrants (Fire)**

In addition to the physical access for fire vehicles issue above access to a water supply is likely to be a challenge. The placement of hydrants is not usually designed to fight fires from an alley. It is possible that we could have a residential suite fire in an alley with very limited or no water supply available.

- **Ensuring addresses are displayed on rear of property (Fire)**

Fire notes that address markers should be required to be displayed on the property so they are visible from the alley.

- **Status as PHAs and need for business licencing (Bylaw)**

If the intention is to allow Garage Suites to function as Private Home Accommodations, they would have to be approved as such by Parks Canada, with appropriate notification to the Municipality so the municipal business licensing process can function adequately.

- **Increase in on-street parking (Bylaw)**

The increase of on-street parking may become an issue. Although on-site parking stalls may be required for development approvals, field observations indicate that PHA guests or rental tenants seldom use them and park on the street instead. There is also a fair bit of "repurposing" of approved parking stalls once property owners receive their Parks Canada approval, which compounds the issue.

- **Existing water and waste water systems may not have required capacity (Utilities)**

Capacities of the existing water and sewer systems would need to be assessed to ensure they can accommodate the increased volume. There are certain streets (Colin Crescent for example) that already face water supply capacity issues, the existing homes frequently complain about low water pressure. At this time we do not have detailed information for each property.

Some of the issues (visibility of addressing) are easily mitigated, others will take additional research (water system capacity) and some may simply lead to higher costs for the Municipality over time (alleyway maintenance standards). The issues of greatest immediate concern are access for emergency vehicles and access to water for firefighting. While each of these issues must be considered, many other Alberta municipalities have addressed these operational concerns and Jasper should be able to as well.

One challenge unique to Jasper may be the issue of Private Home Accommodations (PHAs) that are rented out on a nightly basis. There is a risk that new Garage Suites may just increase the number of nightly accommodation units rather than add to the inventory of longer term (monthly or annual) dwellings for use by residents.

Despite these challenges, the potential for Garage Suites to add to Jasper's overall resident housing is positive.

Administration recommends that Council should endorse the concept of Garage Suites and direct Administration to collaborate with Parks to identify approaches to address the issues noted above, prior implementing the proposed garage suite regulations.

Strategic Relevance:

- *Housing*
 - ...improve and expand the supply of housing in Jasper...
- *Housing*
 - ...encourage densification, infill and staff housing...

Financial:

While there is no financial cost associated with the recommendations in this report, the addition of Garage Suites has the potential to increase the municipal tax base while also potentially increasing the cost of municipal operations. At this time these values are difficult to quantify.

Attachments:

- Parks Canada Proposed Garage Suite Concept



Box 10
Jasper AB
T0E 1E0

December 8, 2021

Bill Given
CAO, Municipality of Jasper
P.O. Box 520
Jasper, Alberta
T0E 1E0

Dear Mr. Given:

**Subject: Garage Suites – Municipality of Jasper Requirement Query
 Jasper National Park**

Parks Canada and the Municipality of Jasper embarked on a community consultation process in 2019 to gather information on Accessory Dwelling Units (Secondary Suites, Garage Suites, and Carriage Homes) in an effort to address residential housing shortages in the Town of Jasper. As a result of the consultation process, in 2020 the restriction on owner occupancy for the Compact Lot District was removed and the Interim Policy for Secondary Suites was enacted. Parks Canada is currently working through adjustments to the private home accommodation requirements and is expecting to release a draft to the Municipality for review within a few weeks.

Parks Canada would also like to explore the feasibility of Garage Suites with the Municipality of Jasper. Parks Canada Architects have provided the attached set of concept design plans for a garage suite to assist the field unit in formulating an Interim Policy for Garage Suites. The benefit of a garage suite is to create one extra dwelling unit on a site while not compromising required on-site parking, soft landscaping requirements, or Jasper's Architectural Motif. The interim policy will only be applicable to one-unit and two-unit dwelling districts, with lane access, and only for detached garages located at the rear of the property.

The following plan explanations have been provided by our Architects to guide you through the concept plans:

Plan A01

R1 Case 1 Interior lot with back lane. Setbacks are as shown. Maximum building footprint is 30% of site coverage or 140 sq.m. whichever is lesser. Based on the site plan, the main building built to the setbacks maxes out at 11.64mx11.97m for 139 sq.m. Maximum size for the garage/garden units is 10% of site coverage which is 45 sq.m. Garages have a minimum setback of 0.9 m from the rear property line.

Plan A11

Type 2 – Garage Unit. This floor plan is a combined two vehicle garage and residential unit. Fire protection requirements by the Alberta Building Code should be applied. A single exit is provided as allowed by the Alberta Building Code table 9.9.7.4. A stacked washer and dryer is located

underneath the stairs to maximize the space.

Plan A12

The second floor is designed as a studio unit. Ample headroom above the bedroom and living area is achieved using dormers as shown on A14.

Plans A13, A14 and A15

The eave height is raised higher on this design in order to provide more usable space in the attic. A steep roof slope of 12:12 is used to able to gain more space. Triangular windows are provided the maximize the wall space.

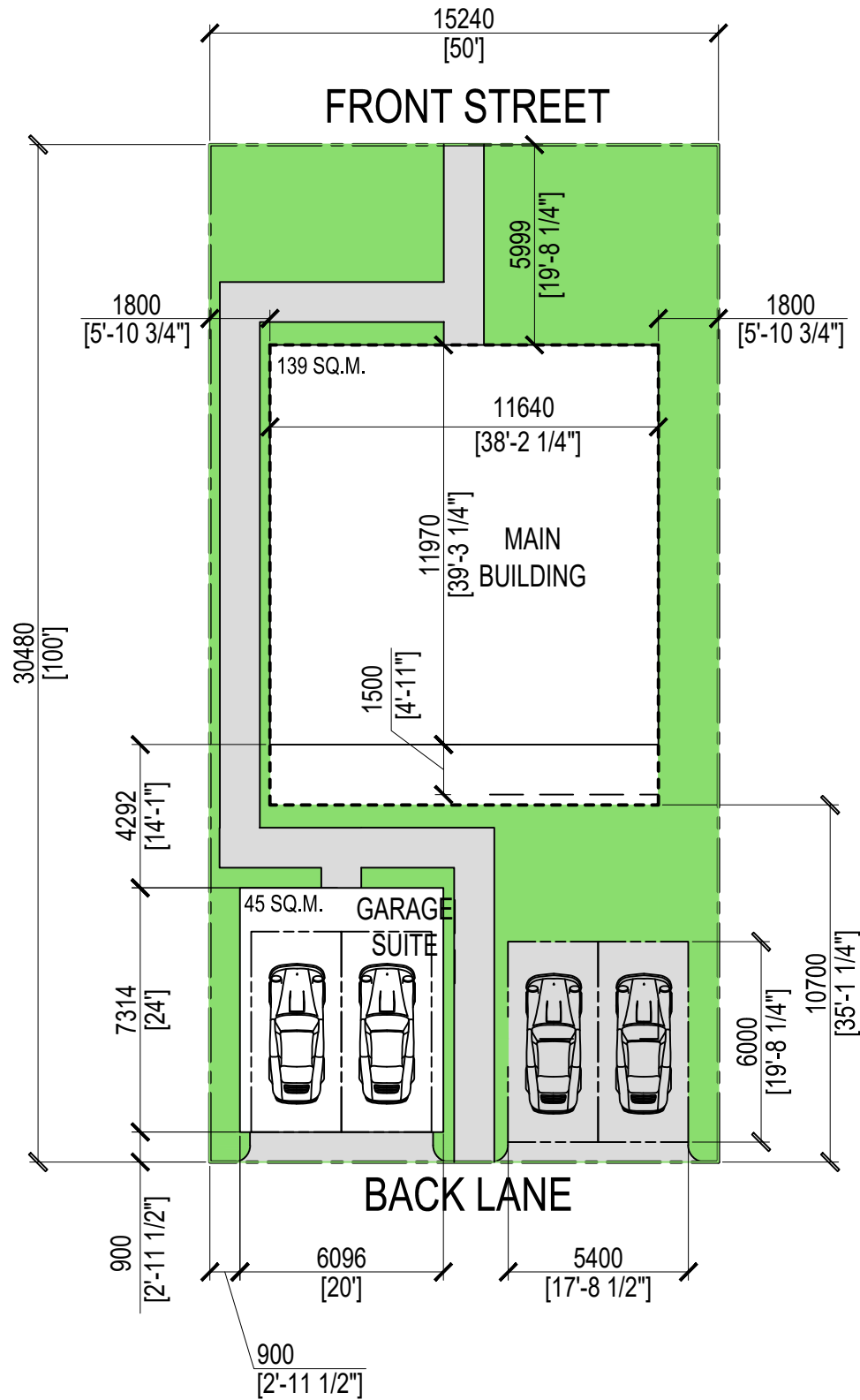
Prior to Parks Canada finalizing the interim land use policy for garage suites, we request the Municipality of Jasper review this concept and bring forward any concerns you may have regarding municipal utilities, increased vehicle congestion in alleys, emergency services, or any other municipal concerns that this may raise.

If you have any questions or concerns, please contact me at the number below.

Yours truly,



Dave Kreizenbeck
Senior Realty and Development Officer
Jasper National Park
Email: dave.kreizenbeck@pc.gc.ca
Phone: (780)820-0146



ONE-UNIT DWELLING DISTRICT (R1) CASE 1:
 INTERIOR LOT WITH BACK ALLEY, GARAGE SUITE OR GARDEN SUITE.

LOT: 15.24 MX30.48 M = 464.52 SQ.M.
 FRONT SETBACK: 6 M
 SIDE SETBACK: 1.8 M
 REAR SETBACK: 10.7 M

MAIN BUILDING: 139 SQ.M. (30% SITE COVERAGE, MAX AT 140 SQ.M.)

GARAGE/GARDEN SUITE: 45 SQ.M. (10% SITE COVERAGE)
 SETBACK FROM MAIN BUILDING: 1.5 M
 SETBACK: 0.9 M

MINIMUM PARKING REQUIRED: 4

TOTAL LANDSCAPING(MIN 50% OF LOT AREA): 268 SQ.M. (58%)
 POSSIBLE SOFT LANDSCAPE (MIN 50% OF TOTAL LANDSCAPING): 164 SQ.M. (61%)

1 SITE PLAN
 SCALE: 1:200

revisions	description	date

A	A detail no. no. du detail	A
C	B location drawing no. sur dessin no.	B C
	C drawing no. dessin no.	

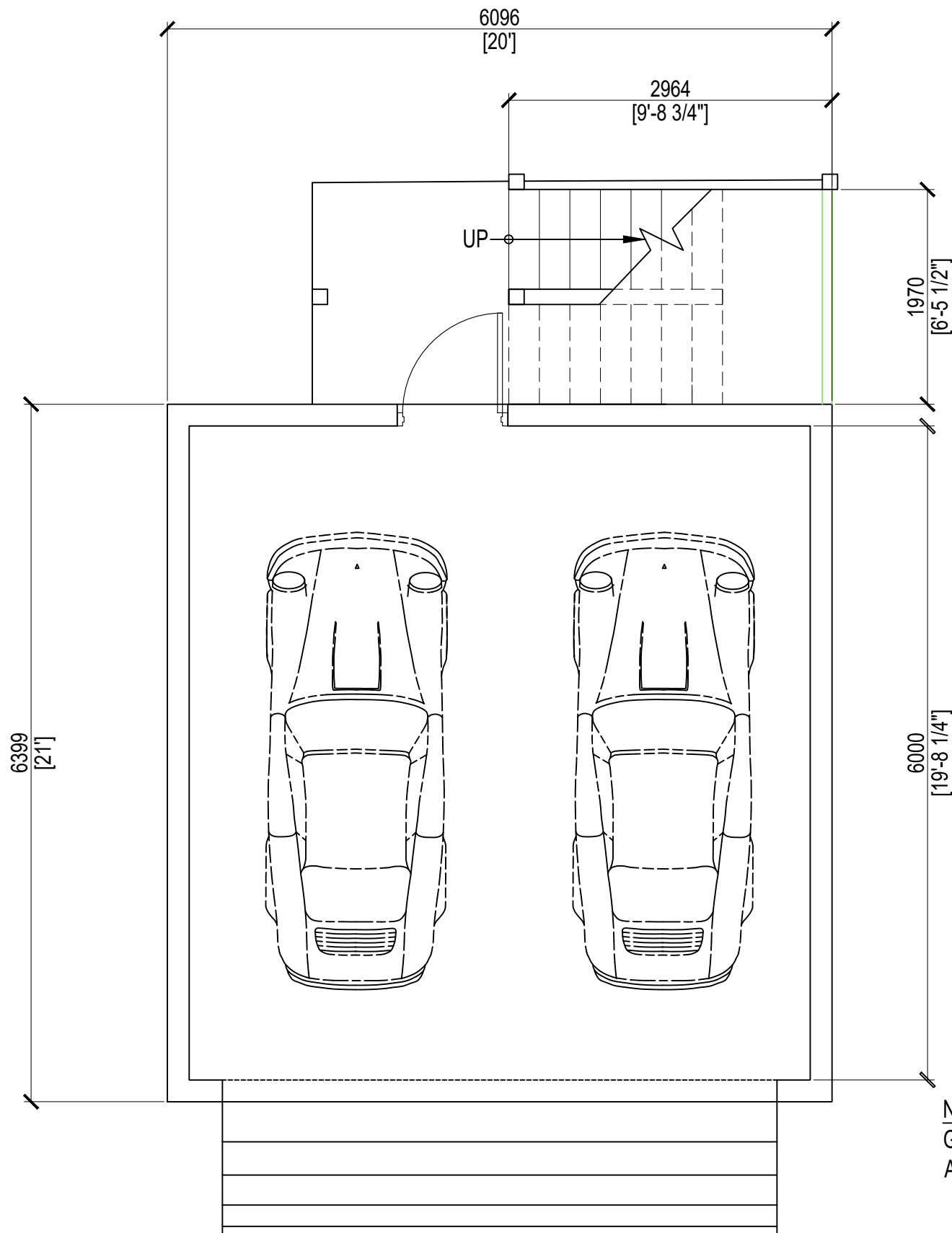
project Jasper Accessory Dwelling Unit Study
 JASPER ACCESSORY DWELLING UNIT STUDY
 JASPER NATIONAL PARK, AB

drawing SITE PLAN (R1 CASE 1)
 dessin

Designed By TA	Conçu par
Date	(yyyy/mm/dd)
Drawn By AC	Dessiné par
Date	(yyyy/mm/dd)
Reviewed By TA/JD	Examiné par
Date	(yyyy/mm/dd)
Approved By J. DAVIGNON	Approuvé par
Date	(yyyy/mm/dd)

Project no. No. du projet
 Drawing no. A01 No. du dessin

2020-01-07 3:16pm By: Adrian Camacho
 C:\Users\Adrian Camacho\AppData\Local\Temp\2020-01-07 3:16pm\Garden Unit_v3_1_2020.dwg



NOTE:
 GARAGE WILL FIT A FULL SIZE CAR
 AND LARGE SUV

1 **FIRST FLOOR PLAN**
 SCALE: 1:50

Canada



Parks Canada Parcs Canada
 Asset & Environmental Management
 Architectural & Engineering Services
 Gestion des biens et de l'environnement
 Services d'architecture et d'ingénierie

revisions	description	date
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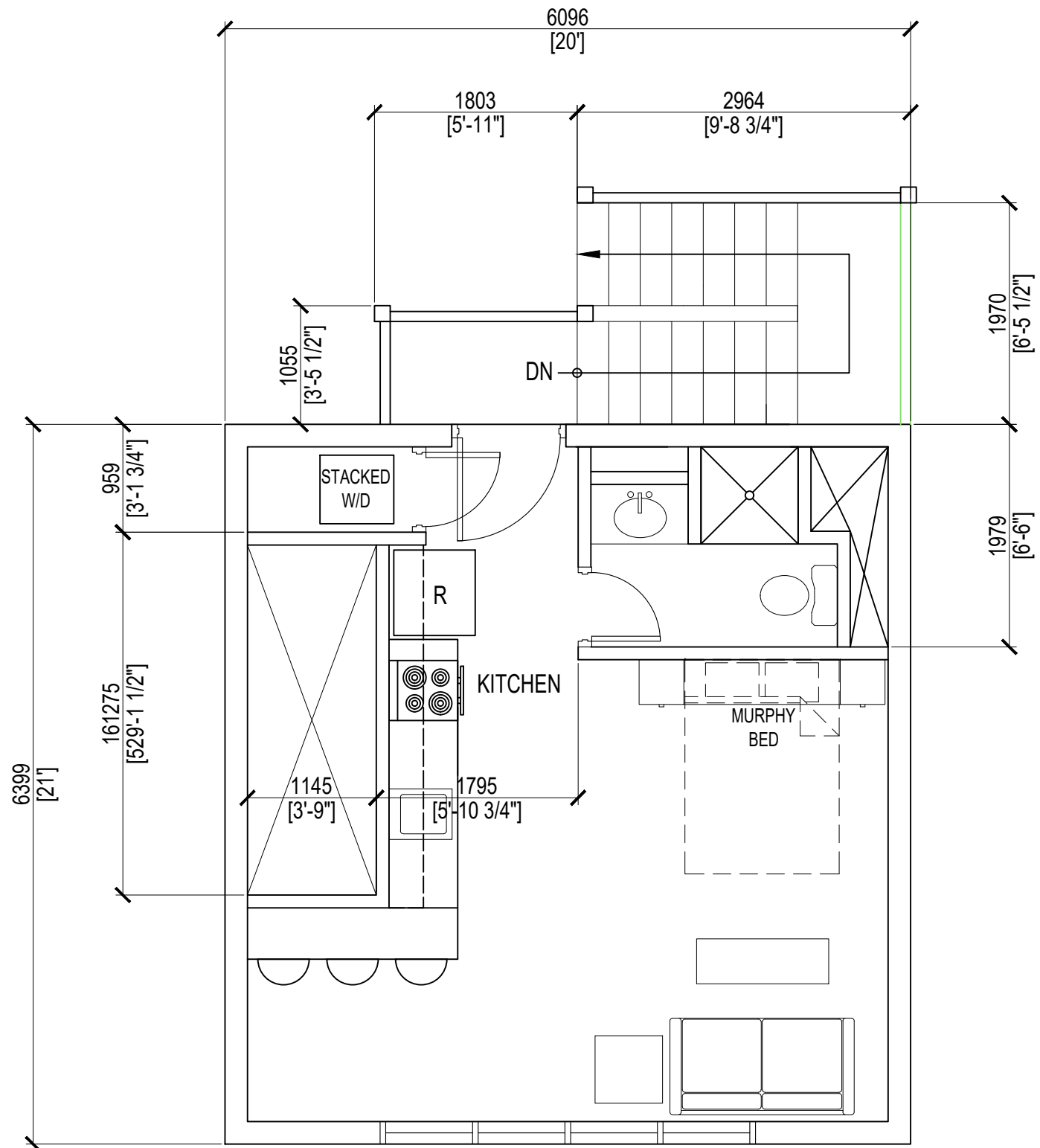
project projet
JASPER ACCESSORY DWELLING UNIT STUDY
 JASPER NATIONAL PARK, AB

drawing dessin
FLOOR PLAN (TYPE 2 - GARAGE UNIT)

Designed By	TA	Conçu par	
Date		(yyyy/mm/dd)	
Drawn By	AC	Dessiné par	
Date		(yyyy/mm/dd)	
Reviewed By	TA/JD	Examiné par	
Date		(yyyy/mm/dd)	
Approved By	J. DAVIGNON	Approuvé par	
Date		(yyyy/mm/dd)	

Project no. No. du projet

Drawing no. No. du dessin
A11



1 SECOND FLOOR PLAN
SCALE: 1:50

Canada



Parks Canada
Parcs Canada
Asset & Environmental Management
Architectural & Engineering Services
Gestion des biens et de l'environnement
Services d'architecture et d'ingénierie

revisions	description	date
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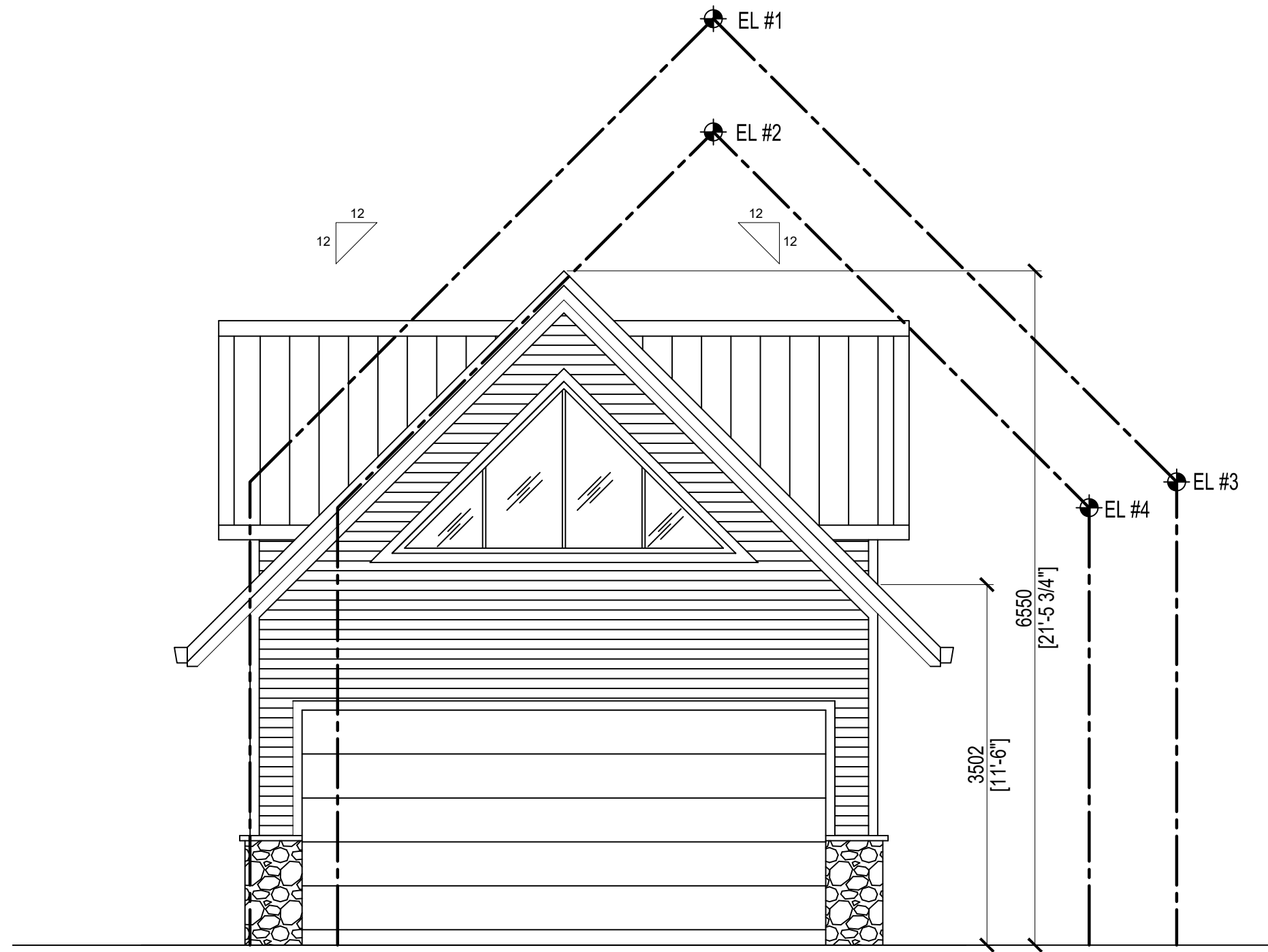
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project projet
JASPER ACCESSORY DWELLING UNIT STUDY
JASPER NATIONAL PARK, AB

drawing dessin
FLOOR PLAN (TYPE 2 - GARAGE UNIT)

Designed By TA Conçu par
Date (yyyy/mm/dd)
Drawn By AC Dessiné par
Date (yyyy/mm/dd)
Reviewed By TA/JD Examiné par
Date (yyyy/mm/dd)
Approved By J. DAVIGNON Approuvé par
Date (yyyy/mm/dd)

Project no. No. du projet
Drawing no. No. du dessin
A12



1 FRONT ELEVATION
 SCALE: 1:50

LEGEND:

- EL #1 - 9.0M MAX RIDGE HEIGHT FOR R1 & R2
- EL #2 - 7.9M MAX RIDGE HEIGHT FOR R2H
- EL #3 - 4.5M MAX EAVE HEIGHT FOR R1 & R2
- EL #4 - 4.25M MAX EAVE HEIGHT FOR R2H

revisions	description	date

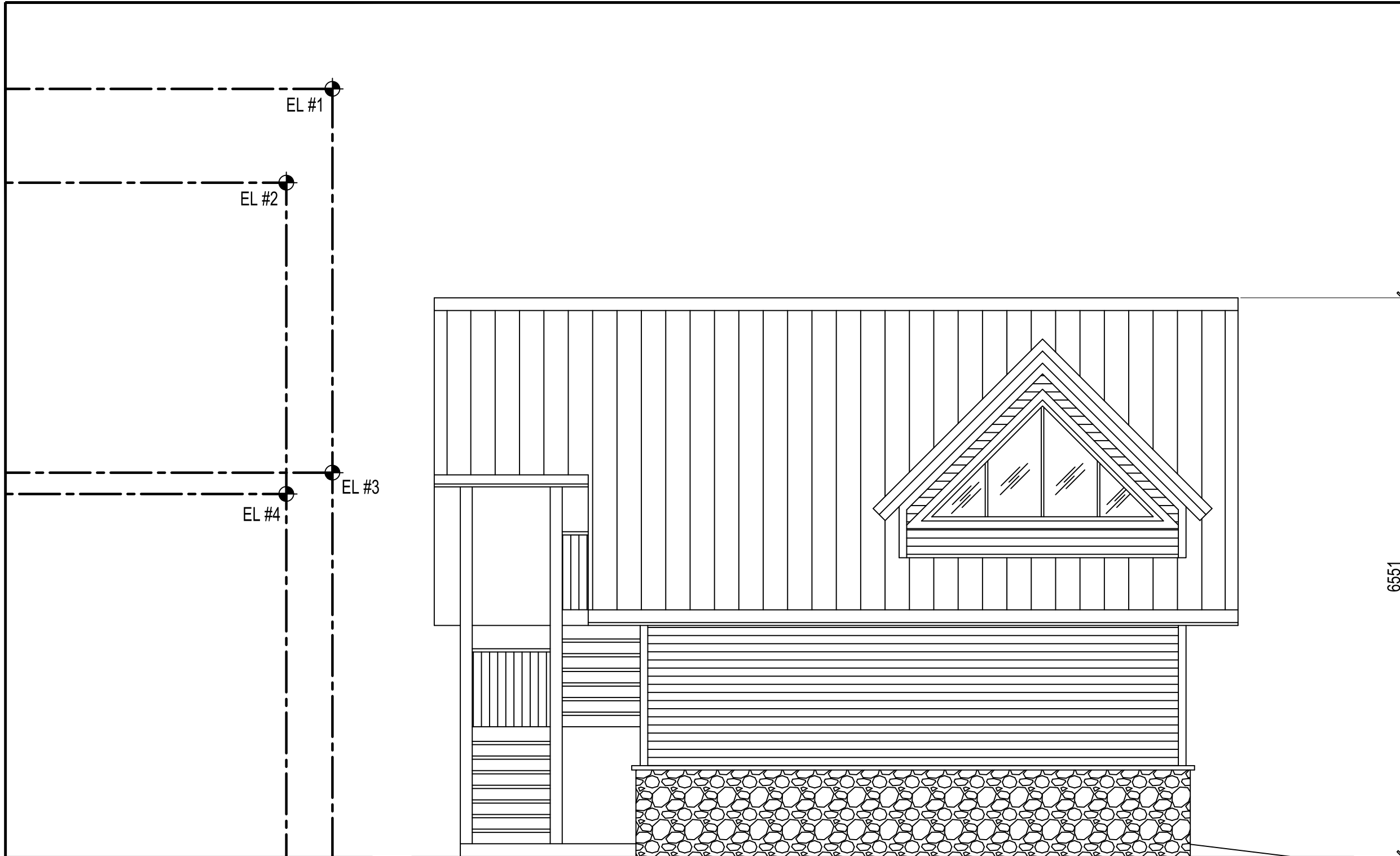
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C							

project / projet
JASPER ACCESSORY DWELLING UNIT STUDY
 JASPER NATIONAL PARK, AB

drawing / dessin
ELEVATION (TYPE 2 - GARAGE UNIT)

Designed By / Conçu par	TA	
Date		(yyyy/mm/dd)
Drawn By / Dessiné par	AC	
Date		(yyyy/mm/dd)
Reviewed By / Examiné par	TA/JD	
Date		(yyyy/mm/dd)
Approved By / Approuvé par	J. DAVIGNON	
Date		(yyyy/mm/dd)

Project no. / No. du projet	
Drawing no. / No. du dessin	A13



LEGEND:

- EL #1 - 9.0M MAX RIDGE HEIGHT FOR R1 & R2
- EL #2 - 7.9M MAX RIDGE HEIGHT FOR R2H
- EL #3 - 4.5M MAX EAVE HEIGHT FOR R1 & R2
- EL #4 - 4.25M MAX EAVE HEIGHT FOR R2H

1 LEFT SIDE ELEVATION
SCALE: 1:50

revisions	description	date
-	-	-

A	A detail no. no. du detail	A
B	B location drawing no. sur dessin no.	B
C	C drawing no. dessin no.	C

project	projet
JASPER ACCESSORY DWELLING UNIT STUDY	
JASPER NATIONAL PARK, AB	

drawing	dessin
ELEVATION (TYPE 2 - GARAGE UNIT)	

Designed By	TA	Conçu par	
Date		(yyyy/mm/dd)	

Drawn By	AC	Dessiné par	
Date		(yyyy/mm/dd)	

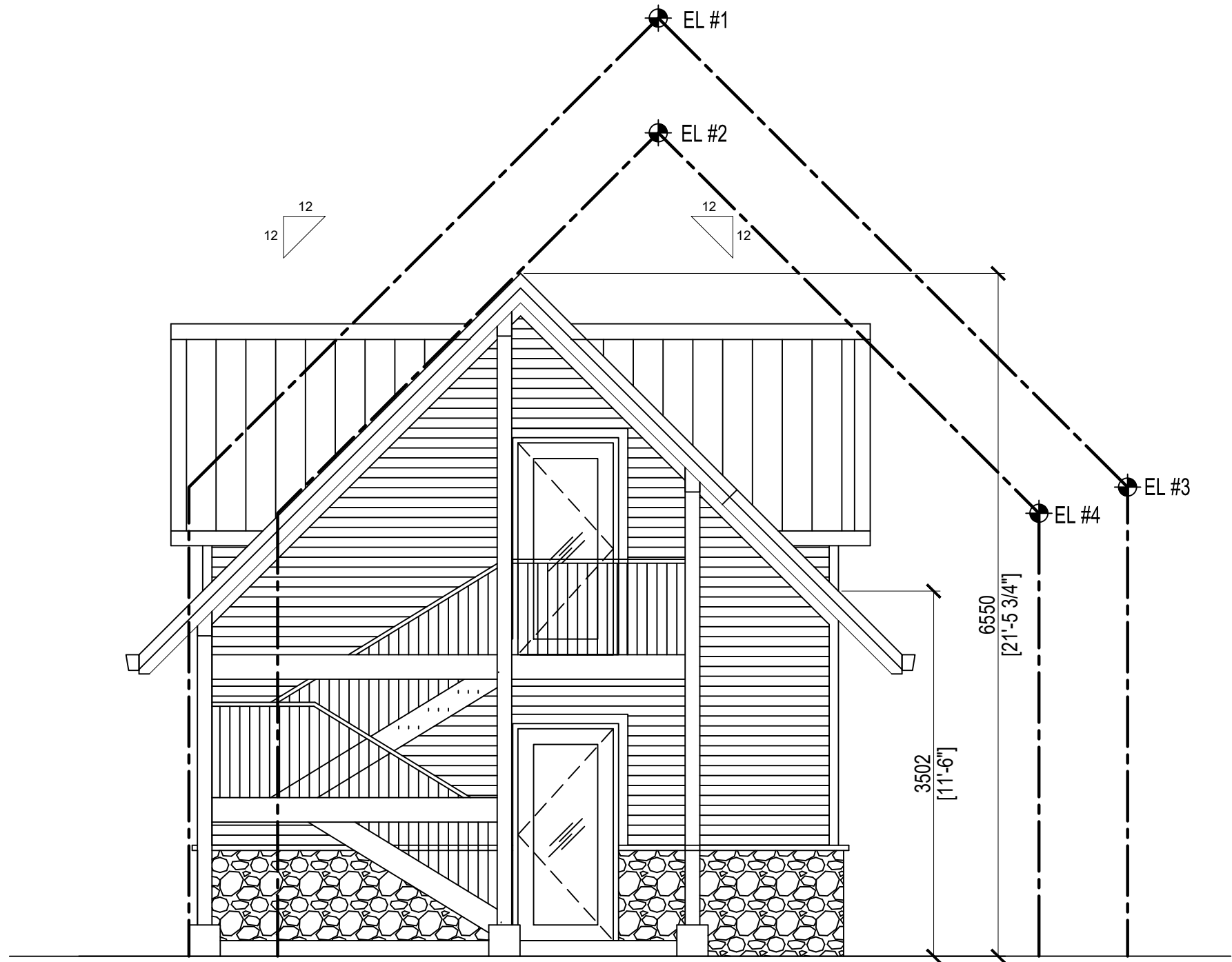
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Date		(yyyy/mm/dd)	

Approved By	J. DAVIGNON	Approuvé par	
Date		(yyyy/mm/dd)	

Project no.	No. du projet

Drawing no.	No. du dessin

A14



1 REAR ELEVATION
 SCALE: 1:50

LEGEND:

- EL #1 - 9.0M MAX RIDGE HEIGHT FOR R1 & R2
- EL #2 - 7.9M MAX RIDGE HEIGHT FOR R2H
- EL #3 - 4.5M MAX EAVE HEIGHT FOR R1 & R2
- EL #4 - 4.25M MAX EAVE HEIGHT FOR R2H

revisions	description	date

A C	A detail no. no. du detail B location drawing no. sur dessin no. C drawing no. dessin no.	A B C
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project / projet
JASPER ACCESSORY DWELLING UNIT STUDY
 JASPER NATIONAL PARK, AB

drawing / dessin
ELEVATION (TYPE 2 - GARAGE UNIT)

Designed By Date	TA	Conçu par (yyyy/mm/dd)
Drawn By Date	AC	Dessiné par (yyyy/mm/dd)
Reviewed By Date	TA/JD	Examiné par (yyyy/mm/dd)
Approved By Date	J. DAVIGNON	Approuvé par (yyyy/mm/dd)

Project no. / No. du projet

Drawing no. / No. du dessin
A15



Royal Canadian Gendarmerie Royale
Mounted Police du Canada

AGENDA ITEM 6.1

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

Mayor & Council
Municipality of Jasper
303 Pyramid Lake Road
Box 520
Jasper, AB T0E 1E0

Date: January 28, 2022

To Mayor and Council,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Jasper RCMP Detachment. This report covers the October 1st to December 31st, 2021 reporting period. As part of our continued commitment to engage with the communities we serve in enhancing service delivery, this report is a key tool to address any questions or concerns you may have.

As we embark on 2022, the safety and security of Albertans remains to be the top priority for the Alberta RCMP. The inclusion of Body Worn Cameras on our front line members supports our long-standing commitment towards enhancing public safety and trust with the communities we serve by increasing the transparency of police interactions with citizens. Later this spring, a number of Body Worn Cameras will be piloted in locations across Alberta to inform the success of the provincial rollout that is aimed to follow in the 2022/23 fiscal year. Front-line officers at detachments in Grande Prairie, Parkland, St. Paul, and Gleichen will take part in the pilot. These locations were strategically chosen given their high volumes of calls and varying line speeds. This pilot will allow us to see how the system performs and make adjustments to ensure it meets our needs before the full roll-out.

We are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, you will be invited to an information session and I will be working with you to develop the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

In addition, the Joint Business Plan is being finalized collaboratively by the Alberta RCMP and the Province of Alberta. The development of this plan has taken into consideration and input from communities as reflected in the Interim Police Advisory Board (PAB) report.

While this broader plan is nearing completion and is reflective of provincial policing priorities – in the coming weeks, detachment commanders will be engaging with communities to identify and discuss local policing priorities as they develop their detachment annual performance plans.

The attached reporting along with your valued feedback and guidance will support the reinforcement of your policing priorities, and help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Yours truly,

A handwritten signature in blue ink, appearing to read "Rick K. Bidaisee".

Sgt. Rick K. Bidaisee
NCO i/c Jasper Detachment



RCMP Provincial Policing Report

Detachment	Jasper Provincial
Detachment Commander	Sgt. Rick K. Bidaisee
Quarter	Q3
Date of Report	2022 -01-31

Community Consultations

Date	Attendee(s)	Notes
2021-10-25	Jasper Municipal Council Swearing in Ceremony	Detachment Commander and two Constables attended in Red Serge
2021-10-27	Coffee with the Detachment Commander	Advertised via media, social media "et al". Public forum at the outdoor Vena Stage.
2021-11-11	Remembrance Day Ceremony	Detachment membership attended outdoor Remembrance Day Ceremony at the local Legion Cenotaph.
2021-11-25	Detachment Commander meet with GM of the Jasper Park Lodge	Meeting at the Fairmont JPL to discuss current trends "et al".
2021-11-26	Detachment Commander meets with several senior members of the community	Meet with several senior members of the public at a local venue for a beverage and discussion.
2021-12-19	Jasper member took part in Christmas Parade at the Fairmont JPL.	Member attended and took part in the kids Christmas Parade at the Fairmont JPL.
2021-12-19	Via Rail community engagement	Two members attended Via Rail community engagement event at the local train station. Handed out RCMP stickers and engaged with those in attendance.



Community Priorities

<p>Priority 1</p>	<p>Increase Education / Enforcement to reduce driving related concerns on local roadways.</p>
<p>Current Status & Results</p>	<p>Q3 resulted in numerous driving complaints received and investigated by members. Thirteen impaired files were investigated resulting in: Four IRS fail, one proceeding to Criminal Code due to factors discovered during the investigation. Members also issued 3 roadside suspensions. Thirty four traffic collisions investigated. Q3 saw the attendance of the Parkland Roving Traffic Unit unit along with the Edson Integrated Traffic Unit, conducting traffic initiatives within JNP. These units provide increased visibility on the highway to assist in reducing dangerous driving habits. Check Stop conducted on Saturday January 1, 2022 on Highway 93 with Parks Canada Warden, 50+ vehicles stopped, several verbal warnings for vehicle documents issued. One male individual located on several outstanding warrants and suspended operators licence. Members at the Jasper detachment conducts regular patrols of the township and surrounding areas. Upwards of three hundred violation tickets issued in Q3, this is a combination of Edson Integrated Traffic, Jasper Detachment and the Roving Traffic Unit. Three media articles distributed in Q3 to address safety and driving related concerns.</p>
<p>Priority 2</p>	<p>Reduce local mischief in the area.</p>
<p>Current Status & Results</p>	<p>The membership continues to be proactive with community patrols, visibility and community awareness. Media Relations assisted the unit with media releases as it pertains to vandalism, fraud and crime trends in the community. Property related mischief calls for service dropped from 10 in Q2 to 4 in Q3. Enjoyment of property related mischief calls for service dropped from 16 in Q2 to 7 in Q3. The unit is now adequately staffed, which could be attributed as a direct correlation to the reduction of certain crime trends in the community. Increased policing presence in the form of foot patrols, vehicle patrols and increased vehicle stops are all indicative of a strong policing presence lending to community safety, community engagement and client satisfaction.</p>
<p>Priority 3</p>	<p>Detachment Commander's Report.</p>
<p>Current Status & Results</p>	<p>Due to the ongoing support of the DANCO, District and Staffing the unit is finally addressing vacancies which presented significant challenges in Q1 and Q2. Q3 saw the arrival of two new members from Depot Division being added to the roster. Both members continue to excel in the RFT Program and are very much part of the Jasper Team. One can sense a significant change in the morale and camaraderie at the unit for the positive. Members are no longer covering significant Operational Readiness shifts, working alone and attempting to salvage a work life balance. The membership is now functioning as a cohesive unit with a definite team approach. Thus far, Q3 resulted in a reduction of traumatic calls for service, same allowed the membership the ability to recover from the significant calls for service experienced in Q2. The Operations NCO spot, which has been vacant for well over a year, will be filled in the coming week, same will definitely assist the Detachment Commander in</p>



the shared management role. Ongoing community engagement is at the forefront with significant commitments planned for Q4.



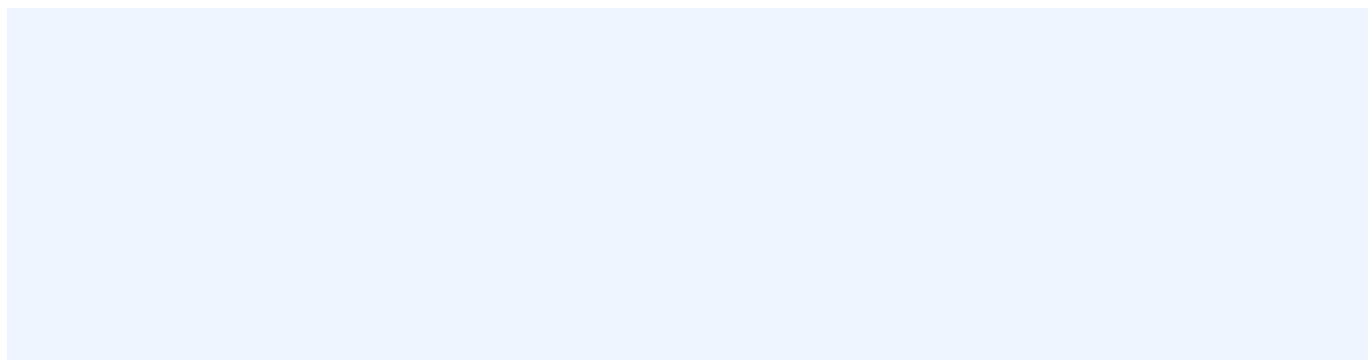
Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2020	2021	% Change Year-over-Year	2020	2021	% Change Year-over-Year
Total Criminal Code	75	94	25%	385	373	-3%
<i>Persons Crime</i>	20	34	70%	124	107	-14%
<i>Property Crime</i>	36	48	33%	185	193	4%
<i>Other Criminal Code</i>	19	12	-37%	76	73	-4%
Traffic Offences						
<i>Criminal Code Traffic</i>	8	13	63%	51	39	-24%
<i>Provincial Code Traffic</i>	226	516	128%	1,574	3,144	100%
<i>Other Traffic</i>	1	2	100%	19	3	-84%
CDSA Offences	2	2	0%	12	16	33%
Other Federal Acts	8	2	-75%	39	23	-41%
Other Provincial Acts	60	38	-37%	221	166	-25%
Municipal By-Laws	5	5	0%	44	50	14%
Motor Vehicle Collisions	45	55	22%	170	210	24%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest





Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	9	9		1
Detachment Support	3	3	0	0

² Data extracted on December 31st, 2021 and is subject to change over time.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers – Of the 9 established positions, 9 officers are currently working. We currently have two new members undergoing the Recruit Field Training process, these two members are currently under the direct supervision of their individual Recruit Field Trainer which limits scheduling at this time. The Corporal Operations NCO position will be fully staffed in January 2022.

Detachment Support – Of the 3 established support positions, 2 resources are working full-time and 1 on a part-time basis.

Quarterly Financial Drivers

With the staffing shortages over the last two quarters there has been an increase in overtime and members being put on operational availability which would increase financial cost. Additionally, some costs incurred with the current building maintenance for Q3. Replacing concrete sidewalks, repairs and replacement of HVAC components and electrical repairs resulted in additional costs for this quarter.



Jasper Provincial Detachment Crime Statistics (Actual) Q3: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		4	5	1	3	0	-100%	-100%	-1.0
Other Sexual Offences		0	1	0	3	0	N/A	-100%	0.2
Assault		31	24	28	11	26	-16%	136%	-2.3
Kidnapping/Hostage/Abduction		4	3	0	1	0	-100%	-100%	-1.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	3	4	1	4	300%	300%	0.4
Uttering Threats		3	8	6	1	4	33%	300%	-0.5
TOTAL PERSONS		43	44	39	20	34	-21%	70%	-4.2
Break & Enter		8	3	5	4	1	-88%	-75%	-1.3
Theft of Motor Vehicle		1	1	2	0	1	0%	N/A	-0.1
Theft Over \$5,000		1	0	0	0	1	0%	N/A	0.0
Theft Under \$5,000		14	11	18	6	13	-7%	117%	-0.7
Possn Stn Goods		0	1	2	4	2	N/A	-50%	0.7
Fraud		13	11	11	8	15	15%	88%	0.1
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	9	7	7	N/A	0%	2.1
Mischief - Other		21	16	18	7	8	-62%	14%	-3.5
TOTAL PROPERTY		58	43	65	36	48	-17%	33%	-2.7
Offensive Weapons		5	3	1	0	0	-100%	N/A	-1.3
Disturbing the peace		14	10	9	7	6	-57%	-14%	-1.9
Fail to Comply & Breaches		31	26	18	8	6	-81%	-25%	-6.8
OTHER CRIMINAL CODE		6	5	4	4	0	-100%	-100%	-1.3
TOTAL OTHER CRIMINAL CODE		56	44	32	19	12	-79%	-37%	-11.3
TOTAL CRIMINAL CODE		157	131	136	75	94	-40%	25%	-18.2



Jasper Provincial Detachment Crime Statistics (Actual) Q3: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Possession		23	8	4	1	1	-96%	0%	-5.1
Drug Enforcement - Trafficking		5	2	1	1	1	-80%	0%	-0.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		29	10	5	2	2	-93%	0%	-6.2
Cannabis Enforcement		0	1	0	6	0	N/A	-100%	0.5
Federal - General		4	4	2	0	0	-100%	N/A	-1.2
TOTAL FEDERAL		33	15	7	8	2	-94%	-75%	-6.9
Liquor Act		5	7	5	5	5	0%	0%	-0.2
Cannabis Act		0	4	1	10	4	N/A	-60%	1.4
Mental Health Act		17	16	13	12	12	-29%	0%	-1.4
Other Provincial Stats		10	15	18	33	17	70%	-48%	3.2
Total Provincial Stats		32	42	37	60	38	19%	-37%	3.0
Municipal By-laws Traffic		0	1	1	0	0	N/A	N/A	-0.1
Municipal By-laws		9	11	7	5	5	-44%	0%	-1.4
Total Municipal		9	12	8	5	5	-44%	0%	-1.5
Fatals		0	1	1	0	0	N/A	N/A	-0.1
Injury MVC		6	6	4	7	3	-50%	-57%	-0.5
Property Damage MVC (Reportable)		47	39	40	30	37	-21%	23%	-2.9
Property Damage MVC (Non Reportable)		10	8	5	8	15	50%	88%	1.0
TOTAL MVC		63	54	50	45	55	-13%	22%	-2.5
Roadside Suspension - Alcohol (Prov)		0	0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		452	354	489	226	516	14%	128%	0.0
Other Traffic		9	10	3	1	2	-78%	100%	-2.3
Criminal Code Traffic		29	21	14	8	13	-55%	63%	-4.5
Common Police Activities									
False Alarms		11	10	11	5	9	-18%	80%	-0.9
False/Abandoned 911 Call and 911 Act		18	23	17	5	9	-50%	80%	-3.6
Suspicious Person/Vehicle/Property		12	10	16	19	15	25%	-21%	1.5
Persons Reported Missing		5	9	5	2	6	20%	200%	-0.5
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		8	7	16	9	23	188%	156%	3.2
Form 10 (MHA) (Reported)		0	0	0	1	0	N/A	-100%	0.1

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 & CAO	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.	February 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.	February 2022
Relationship with JCTS & Friends of Jasper Culture & Recreation	September 14, 2021	CAO	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
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.	February 2022
Fiscal Controls and Reporting Policy	September 28, 2021	Director of Finance & Administration	That Committee direct Administration to revise the Internal Fiscal Controls and Reporting Policy based on the discussion today and return to a future Committee of the Whole meeting.	February 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.	February 2022
Speed Limits	January 25, 2022	Director of Operations & Director of Protective & Legislative Services	That Committee direct Administration to draft appropriate amendments to the Traffic Bylaw to reduce speed limits within municipal boundaries to 30 km/h, as presented in Option 1, and return to committee.	February 2022

Legislative Committee TOR	January 25, 2022	CAO	That Committee direct Administration to develop a draft terms of reference for a Legislative Committee and return to Council for approval.	March 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.	February 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 • Water, waste water, solid waste, and recycling capacity • Parking and enforcement 	TBD
Sidewalk Seating and Retail Area Extension Program	February 8, 2022	CAO & Director of Protective & Legislative Services	That Committee direct Administration to bring back changes to the sidewalk seating and retail area extension program as follows: <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. 	TBD

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			That Committee direct Administration to add the following change to the sidewalk seating and retail area extension program: <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. 	
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.	TBD