

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
May 16, 2023 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)



Notice: Council members and staff are at the Jasper Library and Cultural Centre. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 1:30 pm, use this Zoom link: <https://us02web.zoom.us/j/87657457538>**

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, May 16, 2023 attachment

Recommendation: That Council approve the agenda for the regular meeting of May 16, 2023 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, May 2, 2023 attachment

Recommendation: That Council approve the minutes of the May 2, 2023 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, May 9, 2023 attachment

Recommendation: That Council approve the minutes of the May 9, 2023 Committee of the Whole meeting as presented.

4 CORRESPONDENCE

4.1 Telus – Letter of Support Request attachment

Recommendation: That Council receive the correspondence for information, and; that Council authorize the Mayor to write a letter of support for the project.

5 DELEGATIONS

6 NEW BUSINESS

6.1 Sidewalk Seating Variance Request: Downstream attachment

Committee Recommendations:

Council approve the following variances for the Downstream Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk, on the basis that:

- the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk, and;*
- that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.*

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and;

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners, On the basis that:

- *the property to the west is functionally a part of the same facility.*

6.2 Sidewalk Seating Variance Request: Wafflato

attachment

Committee Recommendations:

Council approve the following variances for the Wafflato Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk, on the basis that:

- *the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk, and;*
- *that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.*

and;

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners, on the basis that:

- *their parking is shared with the adjacent building.*

6.3 Sidewalk Seating Variance Request: Bearcat Pizza

attachment

Committee Recommendations:

Council approve the following variances for the Bearcat Pizza Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk, on the basis that:

- *the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk, and;*
- *that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.*

and;

2. an extension beyond the building frontage to the east, subject to letters of support from adjacent building owners, on the basis that:

- *the extension to the east is functionally a part of the same business.*

6.4 Sidewalk Seating Variance Request: Cassio's Italian Restaurant

attachment

This item has been forwarded to Council without a recommendation from committee.

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Administration's Recommendation:

That Council deny the request for a variance for the Cassio's Italian Restaurant sidewalk seating application to exceed the 107 cm maximum height requirement, on the basis that:

- *the installation would be out of compliance with the Height section of the Sidewalk Seating Program standards; and*
- *an installation that is within the parameters of the program standards approved by Council is possible at this location.*

6.5 Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw 3rd Reading attachment

Recommendation: That Council give third reading to Bylaw #252, the Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw.

6.6 2023 Taxation Rates Bylaw attachment

Recommendation: That Council give third reading to Bylaw #253, the 2023 Taxation Rates Bylaw.

6.7 Appointments to Regional Assessment Review Board

Recommendation:

- *That Council appoint Michelle Deschene (Jasper) as the Designated Clerk for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023.*
- *That Council appoint Leigh Beamish (Hinton) as the Designated Chair for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023, with Designated Chair's remuneration and expenses to follow the Town of Hinton Council Remuneration Policy.*
- *That Council appoint Scott Wilson to the Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB) established under the West Yellowhead Regional Assessment Review Board for a 3-year term commencing immediately until March 30, 2026.*

6.8 Public Transit RFP Award attachment

Recommendation: That Council award the RFP for Jasper Public Transportation (Transit) System to PWTransit Canada and;

That Council amend the 2023 operational budget to include and additional \$514,000 for public transit operation, to be funded as follows:

- *\$50,000 from external contributions (GYPSD)*
- *\$17,000 from Fare Revenue*
- *\$197,000 from the Public Transportation and Parking Reserve*
- *\$250,000 from the 2022 year-end surplus*

6.9 Council Delegation to Hakone 2023

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Recommendation: That Council approve a Jasper delegation to Hakone in the fall of 2023.

6.10 Business Continuity Policy attachment

Recommendation: That Council approve the Business Continuity Policy as presented.

6.11 National Public Works Week Proclamation attachment

Recommendation: That Council proclaim May 21 to 27, 2023, National Public Works Week in the Municipality of Jasper.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

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

9 UPCOMING EVENTS

NETMA – 5-7pm, May 24, Jasper Museum

Federation of Canadian Municipalities Conference – May 25-28, Metro Toronto Convention Center

Rotary Club Summit Celebration – June 3, Whistlers Mountain

Senior's Week – June 5-11

Jasper Park Chamber of Commerce Annual General Meeting – June 14

10 IN-CAMERA -

10.1 Third party – contractual matters FOIP s. 17

11 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of May 16, 2023 be adjourned at _____.

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

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, May 2, 2023 | 1:30 pm
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Ralph Melnyk, Scott Wilson, Helen Kelleher-Empey, and Wendy Hall		
Absent	Councillor Rico Damota		
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 & Utilities Christopher Read, Director of Community Development Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Angie Thom & Joyce Melnyk, Jasper Municipal Library Troy & Tyler Birtles, Accurate Assessment Group Ltd. Peter Shokeir, The Fitzhugh 2 observers		
Call to order	Mayor Ireland called the May 2, 2023 regular meeting to order at 1:30pm.		
Additions/ Deletions to agenda	none		
Approval of agenda #199/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the May 2, 2023 regular meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #200/23	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the April 18, 2023 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #201/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the minutes of the April 25, 2023 Committee of the Whole meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence	none		
Delegations - Jasper Municipal Library #202/23	Council received a presentation from Angie Thom and Joyce Melnyk of the Jasper Municipal Library Board with the annual financial report, updates on the plan of service, and more.		
	MOTION by Councillor Hall – BE IT RESOLVED that Council accept the Financial Review for the Municipality of Jasper Library Board.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Delegations – Accurate Assessment Group	Council received a presentation from Troy Birtles of Accurate Assessment Group Ltd. detailing the 2022 assessments of properties in the Municipality of Jasper.		

Ltd. #203/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council receive the presentation from Accurate Assessment Group Ltd. for information.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw 2nd Reading #204/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council give second reading to Bylaw #252, the Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called for a recess from 2:52-3:04pm			
2023 Tax Rate Bylaw #205/23	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council first reading to Bylaw #253, the 2023 Tax Rate Bylaw.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#206/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council second reading to Bylaw #253, the 2023 Tax Rate Bylaw.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Communities in Bloom Terms of Reference #207/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the Communities in Bloom Terms of Reference with the following amendments: <ul style="list-style-type: none"> • Article 1 – remove “the” from before Jasper • Item 2.2 – (3) public members • Item 2.3 – change “appoint” to “recommend” • Item 2.5 – grammatical correction 	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none			
Councillor Reports	<p>Councillors Kelleher-Empey and Waxer attended the “Women Mean Business” luncheon event last Friday hosted by Jasper Park Chamber of Commerce.</p> <p>Councillor Waxer attended Indigenous training yesterday provided by the Grande Yellowhead Public School Division.</p> <p>Mayor Ireland and Councillors Waxer, Hall, and Melnyk were all at the recycling information event held at the Lobstick Lodge last week on April 27th. MLA Martin Long was also present to announce the funding from the province which will be going towards upgrades to the Waste Water Treatment Plant.</p> <p>Mayor Ireland attended the Bloom course for elected officials last week with Councillor Kelleher-Empey.</p> <p>Mayor Ireland and CAO Given met with Tourism Jasper to discuss an initiative to develop a destination stewardship plan.</p> <p>On April 24th Mayor Ireland was at the annual senior’s dinner and shared the news of the Senior’s Recreation Pass with the group which will launch in June 2023.</p> <p>Councillor Melnyk took part in a Parks Canada and Municipality joint emergency management exercise on Friday.</p>			

Councillor Hall took part in Jasper Ski & Pride Festival Society a storytelling event and completed a four week Elected Officials Education Program course on Land Use and Planning.

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

Adjournment #208/23 MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the regular meeting of May 2, 2023 be adjourned at 3:34pm.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

Mayor

Chief Administrative Officer

DRAFT

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

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Rico Damota, Scott Wilson, Wendy Hall, Helen Kelleher-Empy and Ralph Melnyk		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Christopher Read, Director of Community Development Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local Peter Shokeir, The Fitzhugh Soto Korogonas, Downstream Restaurant Mike Cassio, Cassio's Italian Restaurant 14 observers		
Call to Order	Deputy Mayor Waxer called the May 9, 2023 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement .		
Additions/deletions to the agenda	none		
Approval of agenda #209/23	MOTION by Councillor Damota that Committee approve the agenda for the May 9, 2023 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from April 25, 2023 minutes	none		
Delegations - Sidewalk Seating Variance Requests	Local business owner, Soto Korogonas of the Downstream Restaurant, presented a request for three variances in regards to his sidewalk seating application for 2023. CAO Bill Given and Director of Protective & Legislative Services, Christine Nadon provided Committee with information on the application process and recent activity.		

#210/23

Deputy Mayor Waxer called a recess from 11:30-11:44am.

MOTION by HALL that Committee recommend Council approve the following variances for the Downstream Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners on the basis that:
 - the extension to the west is functionally a part of the same facility.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

#211/23

MOTION by Councillor Kelleher-Empey that Committee recommend Council approve the following variances for the Wafflato Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners on the basis that:
 - their parking is shared with the Downstream

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

#212/23

MOTION by Councillor Damota that Committee recommend Council approve the following variances for the Bearcat Pizza Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the east, subject to letters of support from adjacent building owners on the basis that:

- the extension to the east is functionally a part of the same business.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Mayor Ireland requested that the handout given to Committee by Mr. Korogonas be included in the minutes for today's meeting with the date of submission corrected to show the date of submission as May 9, 2023.

Delegation -
Sidewalk Seating
Variance Requests
#213/23

Councillor Damota left the meeting at 12:11pm.

Mike Cassio appeared in front of Committee on behalf on Cassio's Italian Restaurant to request variances regarding sidewalk seating.

MOTION by Mayor Ireland to receive the request for variance for Cassio's Italian Restaurant for information and forward to the next meeting agenda.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Councillor Hall left the meeting at 12:50pm.

Recess

Deputy Mayor Waxer called a recess from 12:51-1:52pm.

Councillor Damota returned to the meeting at 1:52pm.

Meeting Extension
#214/23

MOTION by Councillor Melnyk at 1:53pm that the Committee of the Whole meeting of May 9, 2023 be extended beyond four hours if necessary.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Correspondence -
Write-off Request
for Utility Billing
#215/23

Committee received a write-off request for utility billing from a resident.

MOTION by Councillor Melnyk that Committee direct Administration to reduce the amount that the rate payer is asking for forgiveness on by one third and give a onetime \$5569.00 discount.

FOR	AGAINST	
5 Councillors	1 Councillor (Councillor Damota)	CARRIED

Business License Review – Councillor Damota #216/23 MOTION by Councillor Damota that Committee direct Administration to return to a future meeting with a recommendation for an updated fee structure for business licensing in Jasper.

FOR 6 Councillors AGAINST 0 Councillor CARRIED

RFD – Appointments to Regional Assessment Review Board #217/23

MOTION by Mayor Ireland that:

- Committee recommend that Council appoint Michelle Deschene (Jasper) as the Designated Clerk for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023.
- Committee recommend that Council appoint Leigh Beamish (Hinton) as the Designated Chair for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023, with Designated Chair’s remuneration and expenses to follow the Town of Hinton Council Remuneration Policy.
- Committee recommend that Council appoint Scott Wilson to the Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB) established under the West Yellowhead Regional Assessment Review Board for a 3-year term commencing immediately until March 30, 2026.

FOR 6 Councillors AGAINST 0 Councillor CARRIED

Public Transit RFP Award

Committee discussed the possibility of losing Quorum for this item as three Councillors would be declaring a conflict of interest.

#218/23

MOTION by Mayor Ireland that Committee defer the Public Transit RFP Award item to the next Council meeting.

FOR 6 Councillors AGAINST 0 Councillor CARRIED

Council Delegation to Hakone 2023 #219/23

Ms. Nadon presented a report to Committee sharing updates on a possible delegation to Hakone including a draft itinerary with revised travel dates and tour options.

MOTION by Councillor Damota that Committee direct Administration to defer the consideration of a delegation to Hakone to 2024 and bring it forward to the next budget discussions.

FOR 3 Councillors AGAINST 3 Councillors (Mayor Ireland, Councillor Wilson and Waxer) DEFEATED

#220/23

MOTION by Councillor Wilson:

- That Committee recommend Council approve a Jasper delegation to Hakone in the fall of 2023; and
- That Committee set the following parameters for the allocation of funding for the delegation:
 - The Mayor's expenditures will be funded entirely through the Hakone Travel and Subsistence budget; and
 - The balance of the funds available will be divided amongst other councillors who wish to join the delegation.
- That Committee direct Administration to promote the opportunity to join the delegation.

FOR	AGAINST	
5 Councillors	1 Councillor (Councillor Damota)	CARRIED

Business
Continuity Policy
#221/23

Committee received a draft Business Continuity Policy from Administration. Mr. Given detailed the need for such a policy as was experienced during the 2022 Chetamon wildfire and subsequent power outage.

MOTION by Councillor Wilson that Committee recommend Council approve the Business Continuity Policy with the following amendments:

- Add an annual review
- Under section 3.1 add "civil unrest"

FOR	AGAINST	
5 Councillors	0 Councillor	CARRIED

Councillor Melnyk was not in the room during the vote but returned shortly after.

Motion Action List
#222/23

Administration reviewed the Motion Action List.

MOTION by Councillor Kelleher-Empey that Committee approve the Motion Action List with the removal of the following items:

- Communities in Bloom
- Council Delegation to Hakone 2023
- Free Recreation Access Policy (First half of motion)
- Resolutions for 2023 AB Munis

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor Reports none

Upcoming Events Council reviewed a list of upcoming events.

Adjournment
#223/23

MOTION by Councillor Wilson that, there being no further business, the Committee of the Whole meeting of May 9, 2023 be adjourned at 3:51pm.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

DRAFT

Date. May 9th 2023

To whom it may concern,

We am here today to ask for 3 variances on our patio design for 2023.

1. We would like to ask for a variance of 18 inches (46cm) of the width of the sidewalk to accommodate a minimum 12 foot (3.6m) width for the patio. This will allow for 2 rows of tables with minimum 2 foot (60cm) spacing between them. Each table was the smallest we could use and only seats 4 persons. One row of tables would not be economically viable for the cost of construction or operations. In regards to traffic egress, we argue that we have ample space along our frontage with the narrowest point being 3.6 meters from the curb to the buildings.
2. The regulations in the patio application forbids any encroachment of the patios beyond the users building, however, the stalls do not conform to the buildings. Therefor we have been told the stalls which are shared between buildings are not usable by the current rules. The stalls are set in place with markings and we are required to pay for the full length of the stall so we should be permitted to use the whole stall. This is not reasonable. We request a variance to use these shared stalls between buildings as long as no one stakeholder or affected neighbour objects.
3. Our Umbrellas do not conform to the guidelines of central pole and are 19cm taler than the regulation. This strict rule is impossibly limited and does not allow for adequate shade and or coverage of the service areas. We argue that our proposed umbrellas be considered as they are far more functional and aesthetically pleasing. We request a variance on the style of umbrella as well as the height.

Thank you

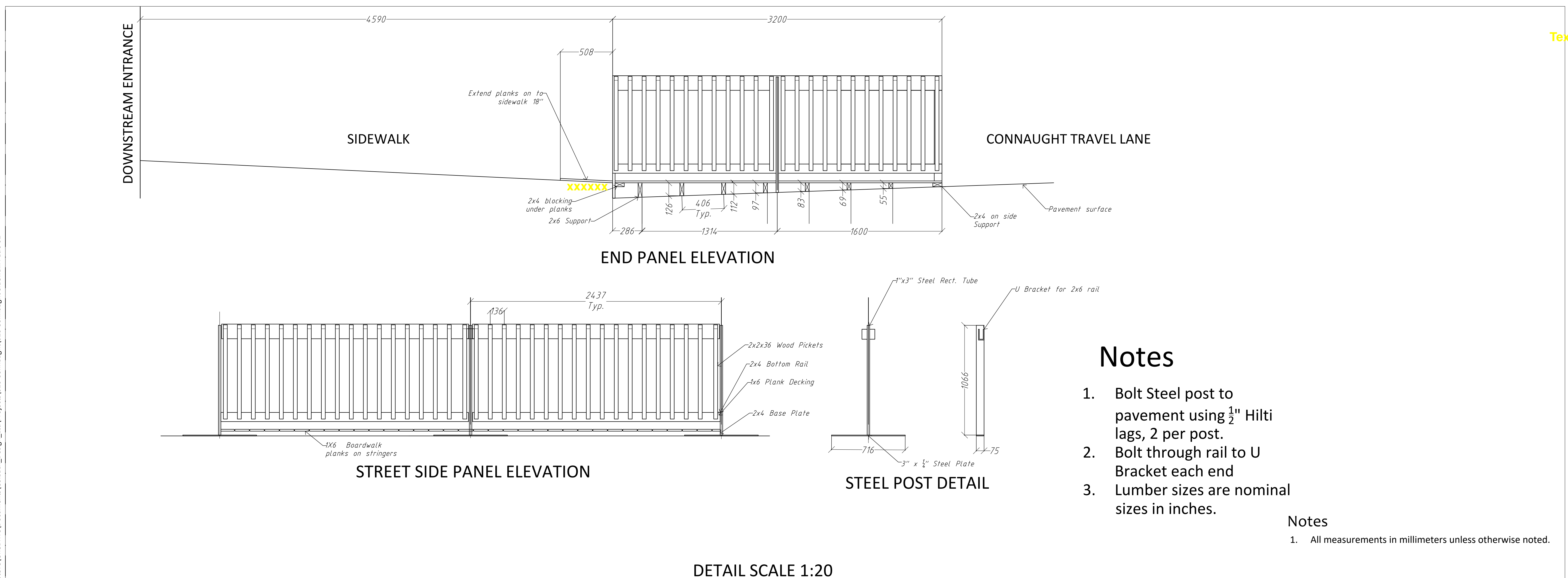
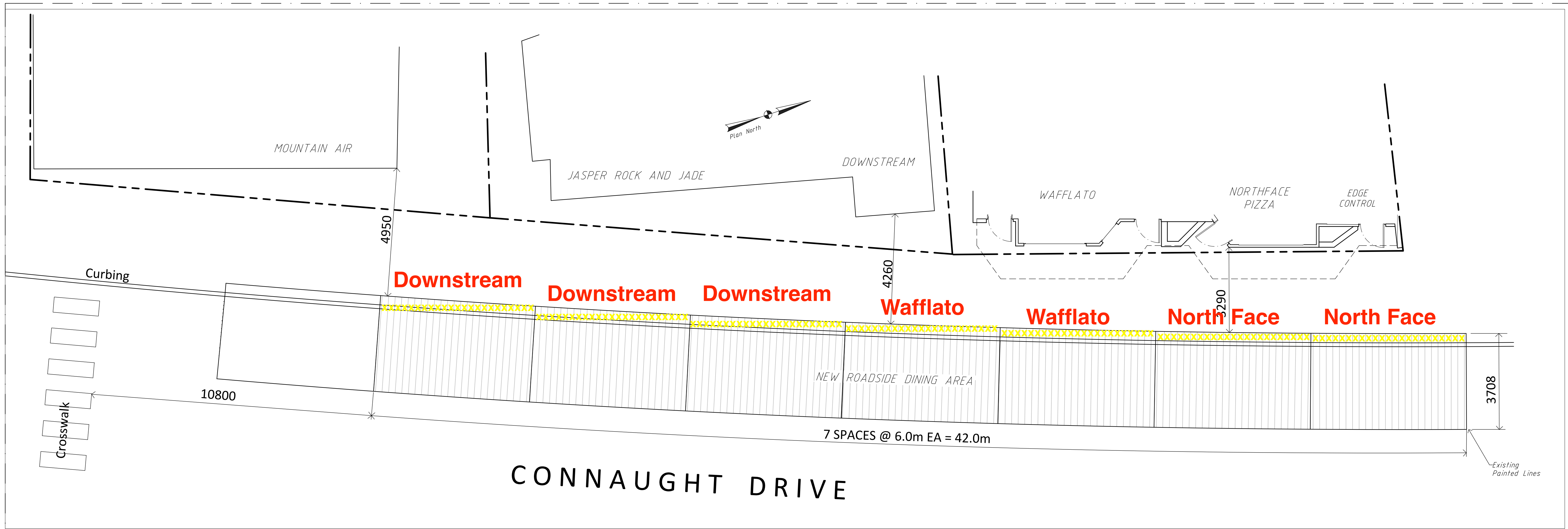
Sotirios Korogonas Owner, The Downstream Restaurant

Suhas Sawant Owner, Wafflato Jasper

Brady Bangle Owner, North Face Pizza



COLBATH DESIGN LTD.
the best of living in Jasper
 PO Box 2128 610 Connaught Drive #200C
 Jasper, AB T0E 1E0 780.852.2272



DETAIL SCALE 1:20

Notes

1. Bolt Steel post to pavement using $\frac{1}{2}$ " Hilti lags, 2 per post.
2. Bolt through rail to U Bracket each end
3. Lumber sizes are nominal sizes in inches.

Notes

1. All measurements in millimeters unless otherwise noted.

618 to 620 Connaught Drive Commercial Use of Public Space Open Air Seating

Project

Revisions
 Issue for Permit
 05 May 2023

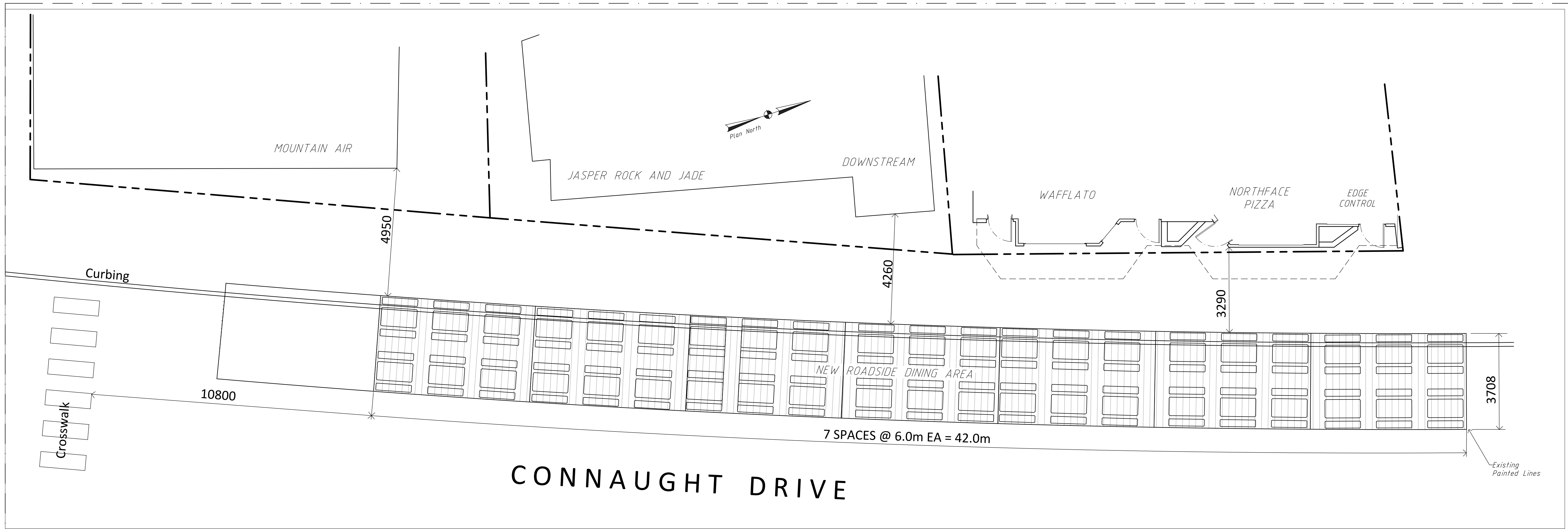
Design by SRC	Date 28.04.2023	Scale NONE
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Sheet Title
**Proposed
 Patio**

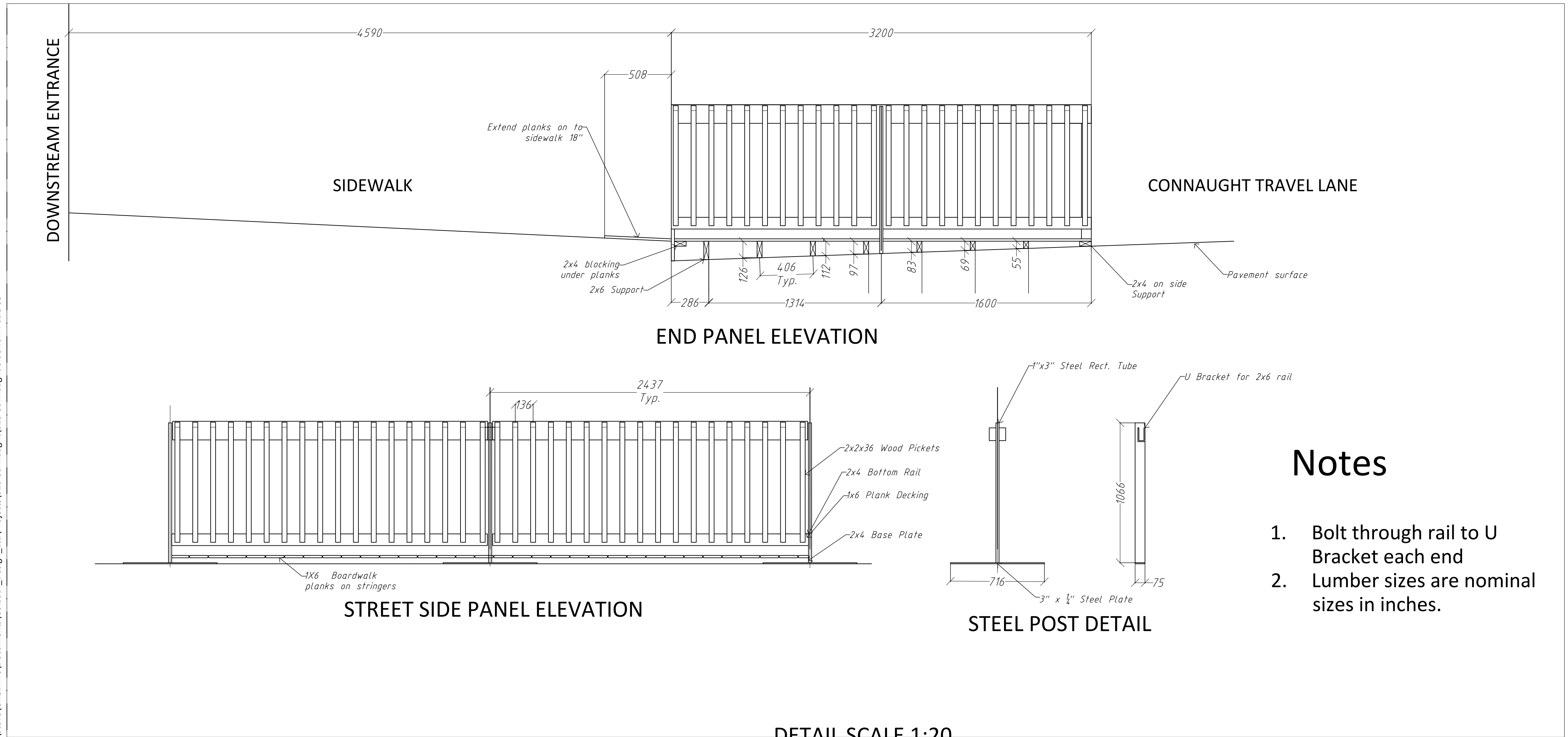
Sheet number
ID.01



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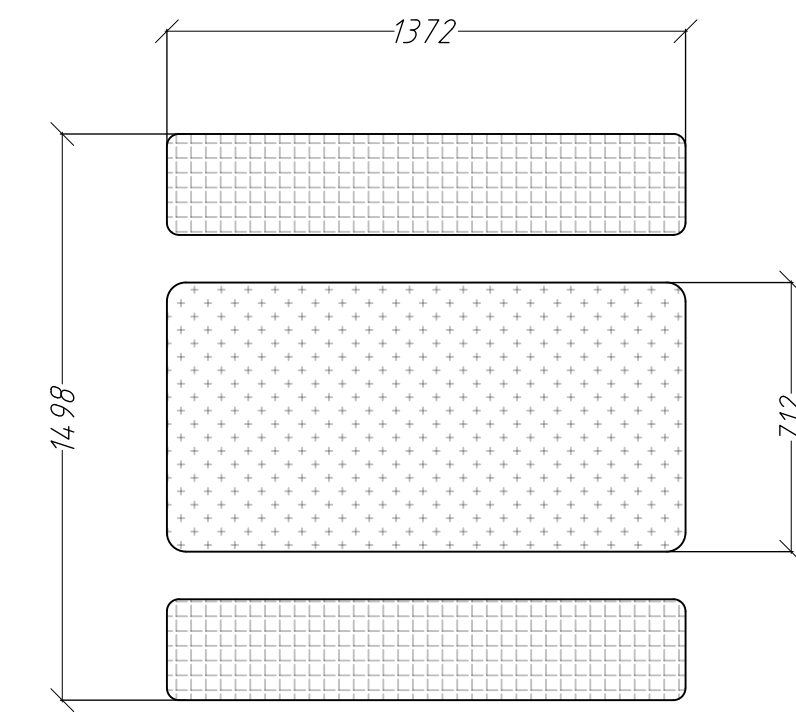


CONNAUGHT DRIVE



Notes

1. Bolt through rail to U Bracket each end
2. Lumber sizes are nominal sizes in inches.



**DINING TABLE /
 PICNIC TABLE**
 Seats 4 Typ.

- Notes**
1. All measurements in millimeters unless otherwise noted.

618 to 620 Connaught Drive Commercial Use of Public Space Open Air Seating

Revisions
 Issue for Permit
 05 May 2023
 Rev to add tables
 06 May 2023

Design by SRC	Date 28.04.2023	Scale NONE
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Sheet Title
**Proposed
 Patio**

Sheet number
ID.01

C:\Users\steve\OneDrive\Documents\Colbath_Design_Ltd\Projects\620 Connaught\620 Connaught-Sidewalk-Patio 03

From: Tom Hovland <tom.hovland@telus.com>

AGENDA ITEM 4.1

Date: Wednesday, May 10, 2023 at 3:55 PM

To: Richard Ireland <rireland@jasper-alberta.ca>, Bill Given <BGiven@jasper-alberta.ca>

Cc: Erin Mirth <erin.mirth@telus.com>, Todd Johnston <todd.johnston@telus.com>

Subject: TELUS | Improved Wireless Connectivity coverage for HWY 93 - Support for Project

Hello Mayor Ireland & Jasper Council,

With your support, TELUS would like to apply for funding from the Canadian Radio-television and Telecommunications Commission's (CRTC) Broadband Fund to **provide improved wireless digital connectivity coverage to a portion of Highway 93 in Jasper National Park.**

About the Fund - The CRTC's [Broadband Fund](#) was established to distribute funding to projects that will involve building or upgrading broadband Internet and mobile wireless infrastructure to improve access to these services in underserved areas in Canada. The CRTC has issued a call for applications for funding and the application deadline is May 16, 2023.

About the Project - The three towers being proposed would be located approximately at the coordinates:

(Hwy 93) Lat 52.54913 / Long -117.668 – Jasper National Park

(Hwy 93) Lat 52.45100 / Long -117.443 – Jasper National Park

(Hwy 93) Lat 52.26029 / Long -117.052 – Jasper National Park

Please note that:

- This project comes at zero cost and would be an investment by TELUS and the CRTC.
- Community consultation **would begin** for the tower location and scope of the project **should TELUS** be awarded the funding by the CRTC.
- This project is part of a multi-tower proposal to improve highway coverage and we are seeking support across Regional Districts.

Two Stage Approval Process: Action Required

1. **By May 15, 2023:** In **email form, please confirm receipt of this email,** acknowledging TELUS' intention to pursue funding for this project.
2. **May 16 - July 2023:** Please find attached **a draft letter of support** for a proposed tower project as shown in the boundary map in the attached Appendix A.
 - a. To assist with understanding of the proposed project, the TELUS team would be pleased to schedule a high-level conversation to support the receipt of a signed letter of support from the regional district.

- a. Local government support helps demonstrate a known community need for improved connectivity. The CRTC has asked that communities sign a letter of support to strengthen the application submission. This letter may be signed prior to May 15th, or at any time before July 2023 after any outstanding project questions have been answered.

We kindly request that you please **confirm receipt of this email request by May 15, 2023** for TELUS to begin the application process to CRTC's [Broadband Fund](#).

As always, please do not hesitate to reach out to me directly if you have any questions, my contacts are listed below.

Sincerely,

Tom Hovland

Strategy Manager

Local Government Relations and Rural Connectivity, Western Canada

Member of the TELUS Team

e: tom.hovland@telus.com

m: 780 293 3743

Pronouns: he / him

I acknowledge that I live and work from Treaty 6 territory and the unceded territory of the Michel and Papaschase First Nations. Edmonton is a traditional gathering place for diverse Indigenous peoples including the Cree, Blackfoot, Métis, Nakota Sioux, Iroquois, Dene, Ojibway/ Sauteaux/Anishinaabe, Inuit, and many others whose histories, languages, and cultures continue to influence our community and region.

[INSERT Letterhead]

**Canadian Radio-television and Telecommunications Commission
Ottawa, Ontario
Canada, K1A 0N2**

May XX, 2023

To: Whom it May Concern

RE: LETTER OF SUPPORT – TELUS’ application for AB-B, to provide Wireless Broadband Connectivity under the Canadian Radio-television and Telecommunications Commission’s (CRTC) Broadband Fund.

Please accept this letter as the **NAME HERE** formal support for TELUS’ application to provide wireless broadband connectivity via TELUS’ digital wireless network to the area shown in Schedule A under the CRTC Broadband Fund.

The funding assistance from the CRTC Broadband Fund for the delivery of wireless connectivity is an invaluable tool for the creation of innovative partnerships between local governments and ISP’s that offer viable delivery models to communities.

To this end, our government fully supports TELUS’ application to build out the wireless access network in our community. Providing wireless connectivity will ensure equitable service to our constituents and eliminate outage safety concerns. The Wireless Access Network will provide life-changing and life-saving connectivity while also enabling economic development and creating more accessible pathways to prosperity.

Thank you for considering this letter of support to enhance the wellbeing of our community via enhanced wireless connectivity.

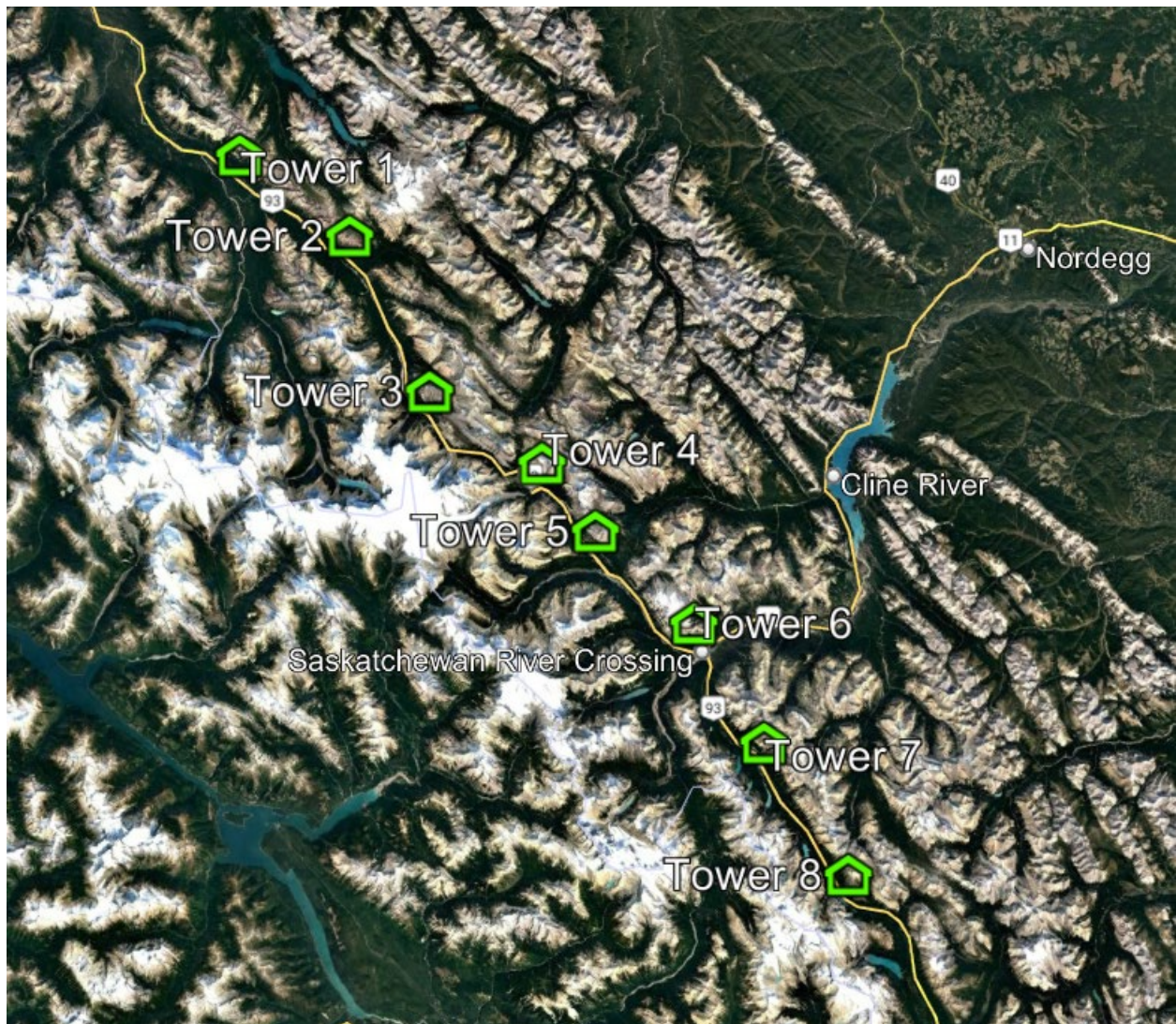
Sincerely,

[SIGNATURE]

[TITLE]

Schedule A – Proposed Location of the highway where the cell towers are to be built

Figure 1 – Highway 93(Tower 1, 2 & 3)



*Please note this letter of support by **NAME HERE** is for Towers 1-3.

** Towers 4-8 are dependent upon support from other local government bodies.

AGENDA ITEM 6.1

VARIANCE REQUEST REPORT

Subject: Variance Request – Sidewalk Seating, Downstream
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: May 16, 2023



Background:

In 2022, Council directed Administration to strike a task force to review best practices for sidewalk seating installations and develop a set of standards to implement a permanent sidewalk seating program. Council reviewed the standards in December of 2022, and approved the standards with some modifications in January of 2023.

Following Council approval of the Sidewalk Seating Program Standards, and Parks Canada issuing a discretionary use permit to the Municipality of Jasper for the next five years based on the approved standards, Administration released the sidewalk seating application form and program standards at the end of January, 2023.

Three installations are currently operating under previous standards. These patios will be required to meet current standard when their permits expire at the end of the summer of 2024 (i.e. for the 2025 season).

To date the Bylaw Enforcement Service has issued four permits under the new standards for 2023, with another 12 permit applications being processed (four subject to the variance process; two being reviewed by the Operations Department (therefore nearly final); six awaiting further information from applicants; and one new application). The majority of applicants are complying with the standards approved by Council in January.

Recommendation:

- That Council deny the request for a variance for the Downstream sidewalk seating application for an encroachment of 45.72cm onto the sidewalk, on the basis that:
 - the encroachment would utilize both the parking lane and the sidewalk, contrary to the Orientation section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location.

- That Council deny the request for a variance for the Downstream sidewalk seating application for an extension beyond the building frontage to the west, subject to letters of support from the adjacent building owners, on the basis that:
 - the installation would extend beyond the building the business is located in, contrary to the Maximum Size section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location;

Reasoning for the recommendation is presented below.

Discussion:

Changing the standards or granting variances at this stage could be unfair to businesses that have already invested time and effort into complying. Unless unique site conditions make it impossible to accommodate the current standards, Administration believes that program parameters should be consistent for all applicants.

Allowing variances for elements that do not relate to site conditions could reduce trust in the program and in the Municipality's ability to provide well-managed, credible programs for businesses and residents.

Granting variances that conflict with the approved standards in the discretionary use permit could damage the Municipality's relationship with the Parks Canada Agency, indicating a lack of respect for the rules and the inter-agency relationship. This approach could also create enforcement challenges for the Administration with permit holders who may interpret Council's approval of variances as permission to become non-compliant.

Providing the requested variances may lead to undesirable outcomes in several areas:

- **Legal Risk:** If the variance is granted it could be subject to legal challenges by those who willingly complied with the approved standard.
- **Reputational Risk:** If the variance is approved it may suggest to other applicants or community stakeholders the impression that there are no standards and may erode public trust and confidence in the consistency of the Municipality's decision-making processes.
- **Inconsistency:** Variations in the standard may create confusion among developers, contractors, and regulators, leading to mistakes, delays, and disputes.
- **Aesthetics:** A less cohesive streetscape appearance.
- **Functionality:** The variance would reduce the total area available to all other users of the sidewalk, in favour of the private use.

Overall, it is important to carefully consider the risks associated with providing variances in development standards and to ensure that any deviations from established standards are made for legitimate reasons and with the whole community's best interests in mind.

Relevant Legislation:

- [Commercial Use of Public Space Bylaw #246](#)
- [Canada National Parks Act](#)
- [Town of Jasper Land Use Policy](#)

Attachment:

- Commercial Use of Public Space Standard – Sidewalk Seating Program
- Variance request letter and site plan, Downstream Restaurant; Wafflato Jasper; North Face Pizza



Commercial Use of Public Space Standard – Sidewalk Seating Program

Issue	Standard
Term	Sidewalk seating is permitted from May 1 to October 24 annually. Materials must be stored off-site outside of this season.
Clear Pedestrian Zone	A clear pedestrian pathway equal to the width of the existing sidewalk shall be maintained at all times. When a “walk-around or boardwalk” is installed, the maximum width of the pedestrian zone is limited to the width of the parking lane/stall.
Pedestrian access	The chosen pedestrian pathway must not present or create additional barriers for persons with limited mobility.
Orientation	Either Walk-Around <u>or</u> Parking Lane patios are allowed, not both.
Height	Minimum 91cm; Maximum 107cm
Materials	Wood, Painted Metal or other material approved by Council sitting as committee of the whole, which may prohibit any material which in its opinion is considered unsightly, distasteful, or unsuitable. Wood should be stained, or brown pressure treated. Metal shall be painted black or consistent with the building’s main exterior wall finish color (not trim or door color) previously approved by Parks Canada.
Maximum Size	Maximum of 3 stalls, adjacent only to the building the business is located in.
Tents	Not Allowed
Umbrellas	Allowed - Umbrellas shall be black in colour by default or may be consistent with approved building colours or other colours approved by council sitting as committee of the whole, which may prohibit any material which in its opinion is considered unsightly, distasteful or unsuitable. - Single colour logos are allowed.
Signage	No signage may be attached or affixed to installations. Signage includes advertising or logos, excluding umbrellas and prescribed MOJ signage.
Jersey Barriers	Not Allowed - The MOJ may provide flower planters for use on the end of installations facing the direction of oncoming traffic on Connaught Dr. and/or Patricia St.
Additional Considerations	Walk-Around installations must include signage (in a form prescribed or provided by the MOJ) to indicate the pedestrian pathway.
Parking Lane Barriers	Parking Lane installations must have wood or metal barriers parallel to the driving lane in a way that prevents children from accessing the roadway.
Building Safety Code	Installations that invoke building safety code requirements are not authorized.

Date. May 9th 2023

To whom it may concern,

We am here today to ask for 3 variances on our patio design for 2023.

1. We would like to ask for a variance of 18 inches (46cm) of the width of the sidewalk to accommodate a minimum 12 foot (3.6m) width for the patio. This will allow for 2 rows of tables with minimum 2 foot (60cm) spacing between them. Each table was the smallest we could use and only seats 4 persons. One row of tables would not be economically viable for the cost of construction or operations. In regards to traffic egress, we argue that we have ample space along our frontage with the narrowest point being 3.6 meters from the curb to the buildings.
2. The regulations in the patio application forbids any encroachment of the patios beyond the users building, however, the stalls do not conform to the buildings. Therefor we have been told the stalls which are shared between buildings are not usable by the current rules. The stalls are set in place with markings and we are required to pay for the full length of the stall so we should be permitted to use the whole stall. This is not reasonable. We request a variance to use these shared stalls between buildings as long as no one stakeholder or affected neighbour objects.
3. Our Umbrellas do not conform to the guidelines of central pole and are 19cm taler than the regulation. This strict rule is impossibly limited and does not allow for adequate shade and or coverage of the service areas. We argue that our proposed umbrellas be considered as they are far more functional and aesthetically pleasing. We request a variance on the style of umbrella as well as the height.

Thank you

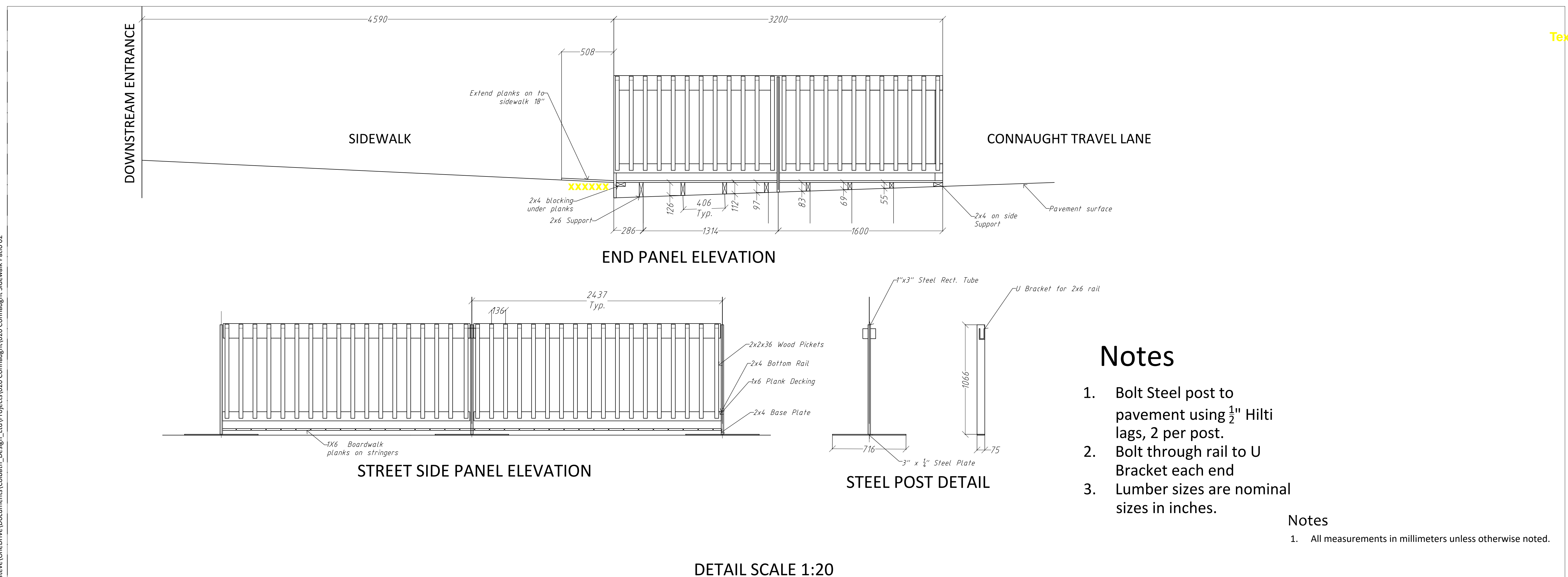
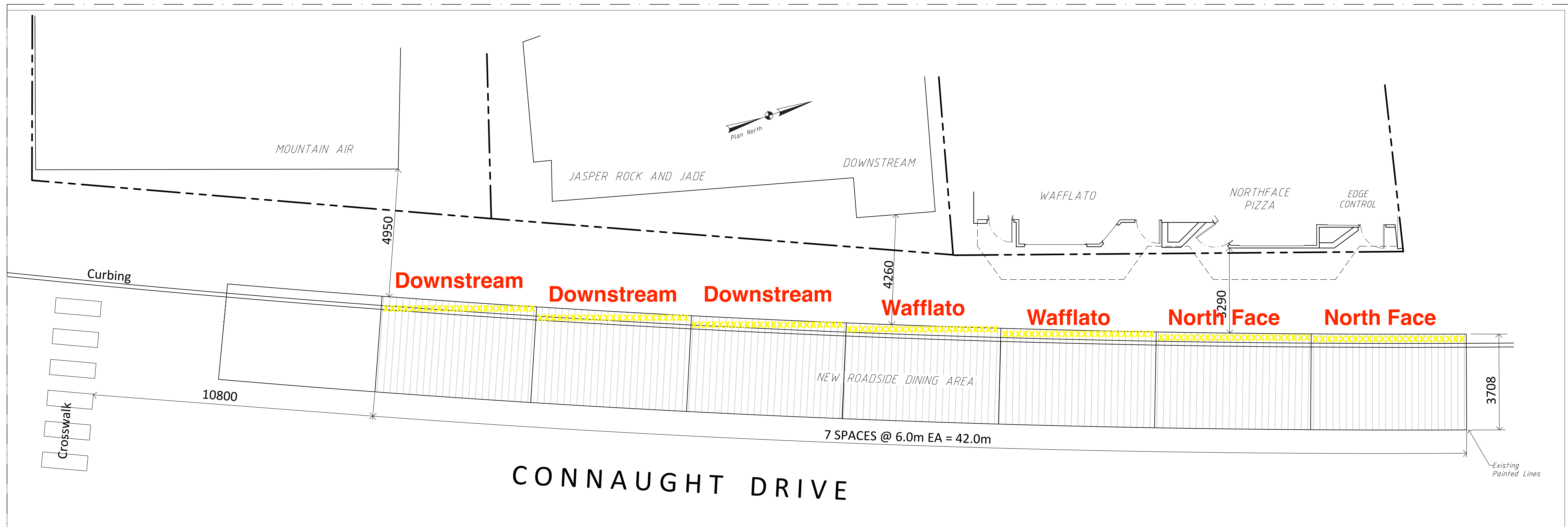
Sotirios Korogonas Owner, The Downstream Restaurant

Suhas Sawant Owner, Wafflato Jasper

Brady Bangle Owner, North Face Pizza



COLBATH DESIGN LTD.
the best of living in Jasper
 PO Box 2128 610 Connaught Drive #200C
 Jasper, AB T0E 1E0 780.852.2272



DETAIL SCALE 1:20

Notes

1. Bolt Steel post to pavement using $\frac{1}{2}$ " Hilti lags, 2 per post.
2. Bolt through rail to U Bracket each end
3. Lumber sizes are nominal sizes in inches.

Notes

1. All measurements in millimeters unless otherwise noted.

618 to 620 Connaught Drive Commercial Use of Public Space Open Air Seating

Revisions
 Issue for Permit
 05 May 2023

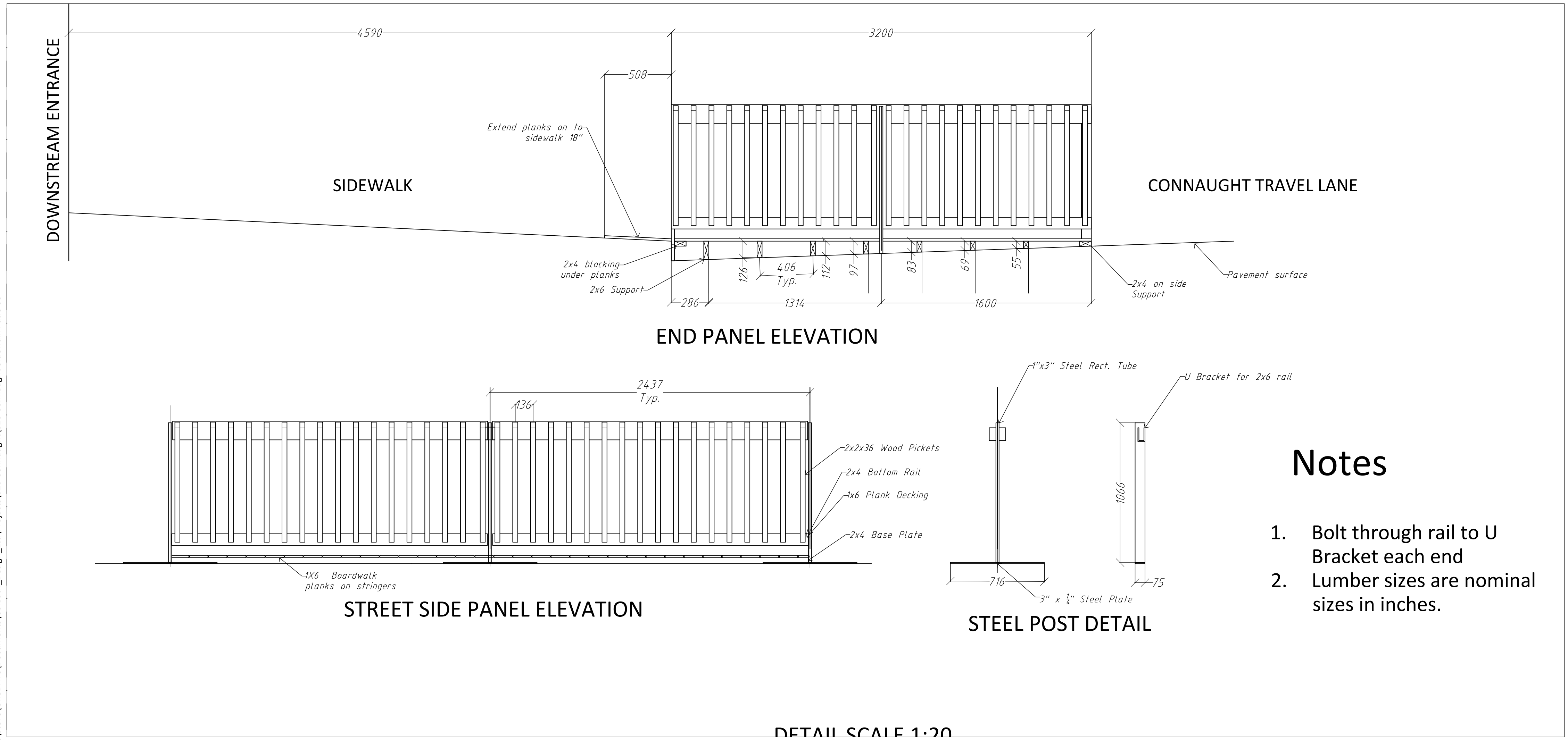
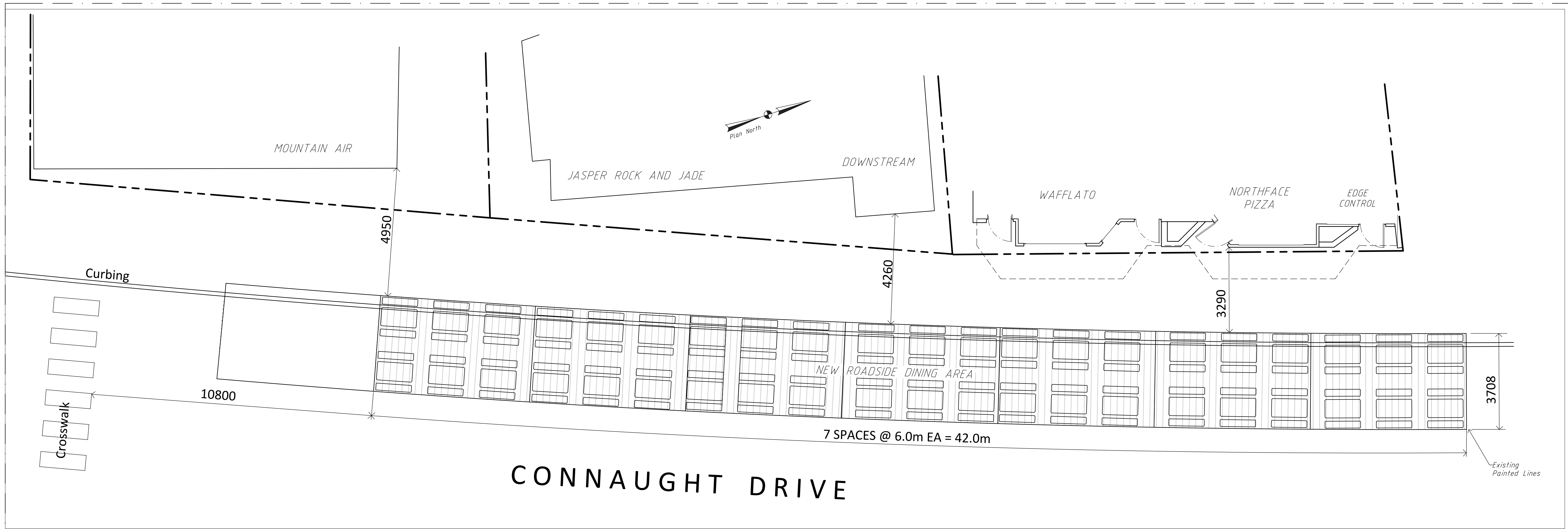
Design by SRC	Date 28.04.2023	Scale NONE
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Sheet Title
**Proposed
 Patio**

Sheet number
ID.01

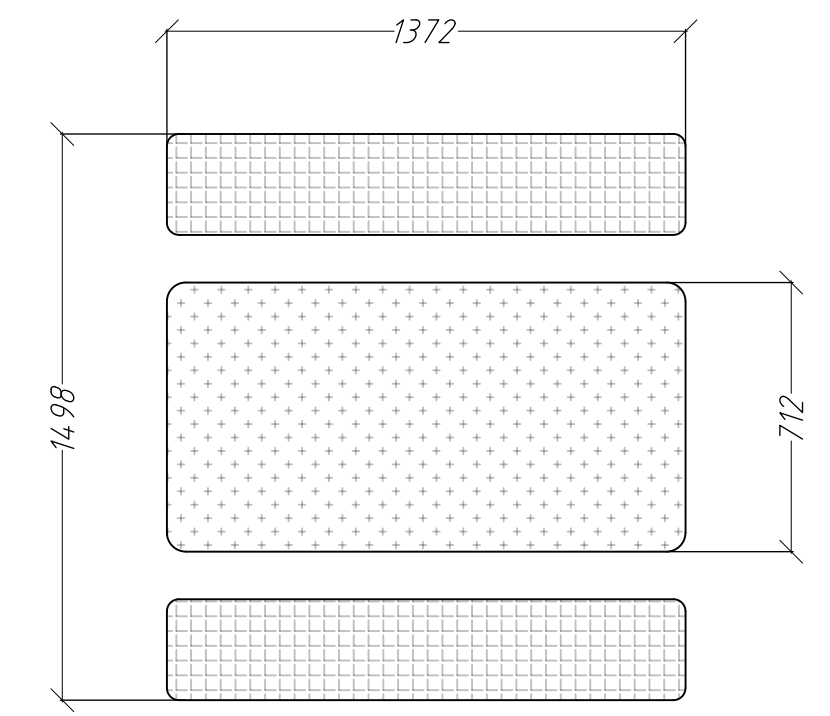


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 PO Box 2128 610 Connaught Drive #200C
 Jasper, AB T0E 1E0 780.852.2272



Notes

1. Bolt through rail to U Bracket each end
2. Lumber sizes are nominal sizes in inches.



**DINING TABLE /
 PICNIC TABLE**
 Seats 4 Typ.

- Notes**
1. All measurements in millimeters unless otherwise noted.

**618 to 620 Connaught Drive
 Commercial Use of Public Space
 Open Air Seating**

Revisions
 Issue for Permit
 05 May 2023
 Rev to add tables
 06 May 2023

Design by SRC	Date 28.04.2023	Scale NONE
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Sheet Title
**Proposed
 Patio**

Sheet number
ID.01

C:\Users\steve\OneDrive\Documents\Colbath_Design_Ltd\Projects\620 Connaught\620 Connaught-Sidewalk-Plan-03

AGENDA ITEM 6.2

VARIANCE REQUEST REPORT

Subject: Variance Request – Sidewalk Seating, Wafflato
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: May 16, 2023



Background:

In 2022, Council directed Administration to strike a task force to review best practices for sidewalk seating installations and develop a set of standards to implement a permanent sidewalk seating program. Council reviewed the standards in December of 2022, and approved the standards with some modifications in January of 2023.

Following Council approval of the Sidewalk Seating Program Standards, and Parks Canada issuing a discretionary use permit to the Municipality of Jasper for the next five years based on the approved standards, Administration released the sidewalk seating application form and program standards at the end of January, 2023.

Three installations are currently operating under previous standards. These patios will be required to meet current standard when their permits expire at the end of the summer of 2024 (i.e. for the 2025 season).

To date the Bylaw Enforcement Service has issued four permits under the new standards for 2023, with another 12 permit applications being processed (four subject to the variance process; two being reviewed by the Operations Department (therefore nearly final); six awaiting further information from applicants; and one new application). The majority of applicants are complying with the standards approved by Council in January.

Recommendation:

- That Council deny the request for a variance for the Wafflato sidewalk seating application for an encroachment of 45.72cm onto the sidewalk, on the basis that:
 - the encroachment would utilize both the parking lane and the sidewalk, contrary to the Orientation section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location.

- That Council deny the request for a variance for the Wafflato sidewalk seating application for an extension beyond the building frontage to the west, subject to letters of support from the adjacent building owners, on the basis that:
 - the installation would extend beyond the building the business is located in, contrary to the Maximum Size section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location;

Reasoning for the recommendation is presented below.

Discussion:

Changing the standards or granting variances at this stage could be unfair to businesses that have already invested time and effort into complying. Unless unique site conditions make it impossible to accommodate the current standards, Administration believes that program parameters should be consistent for all applicants.

Allowing variances for elements that do not relate to site conditions could reduce trust in the program and in the Municipality's ability to provide well-managed, credible programs for businesses and residents.

Granting variances that conflict with the approved standards in the discretionary use permit could damage the Municipality's relationship with the Parks Canada Agency, indicating a lack of respect for the rules and the inter-agency relationship. This approach could also create enforcement challenges for the Administration with permit holders who may interpret Council's approval of variances as permission to become non-compliant.

Providing the requested variances may lead to undesirable outcomes in several areas:

- **Legal Risk:** If the variance is granted it could be subject to legal challenges by those who willingly complied with the approved standard.
- **Reputational Risk:** If the variance is approved it may suggest to other applicants or community stakeholders the impression that there are no standards and may erode public trust and confidence in the consistency of the Municipality's decision-making processes.
- **Inconsistency:** Variations in the standard may create confusion among developers, contractors, and regulators, leading to mistakes, delays, and disputes.
- **Aesthetics:** A less cohesive streetscape appearance.
- **Functionality:** The variance would reduce the total area available to all other users of the sidewalk, in favour of the private use.

Overall, it is important to carefully consider the risks associated with providing variances in development standards and to ensure that any deviations from established standards are made for legitimate reasons and with the whole community's best interests in mind.

Relevant Legislation:

- [Commercial Use of Public Space Bylaw #246](#)
- [Canada National Parks Act](#)
- [Town of Jasper Land Use Policy](#)

AGENDA ITEM 6.3

VARIANCE REQUEST REPORT

Subject: Variance Request – Sidewalk Seating, Bearcat Pizza
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: May 16, 2023



Background:

In 2022, Council directed Administration to strike a task force to review best practices for sidewalk seating installations and develop a set of standards to implement a permanent sidewalk seating program. Council reviewed the standards in December of 2022, and approved the standards with some modifications in January of 2023.

Following Council approval of the Sidewalk Seating Program Standards, and Parks Canada issuing a discretionary use permit to the Municipality of Jasper for the next five years based on the approved standards, Administration released the sidewalk seating application form and program standards at the end of January, 2023.

Three installations are currently operating under previous standards. These patios will be required to meet current standard when their permits expire at the end of the summer of 2024 (i.e. for the 2025 season).

To date the Bylaw Enforcement Service has issued four permits under the new standards for 2023, with another 12 permit applications being processed (four subject to the variance process; two being reviewed by the Operations Department (therefore nearly final); six awaiting further information from applicants; and one new application). The majority of applicants are complying with the standards approved by Council in January.

Recommendation:

- That Council deny the request for a variance for the Bearcat Pizza sidewalk seating application for an encroachment of 45.72cm onto the sidewalk, on the basis that:
 - the encroachment would utilize both the parking lane and the sidewalk, contrary to the Orientation section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location.

- That Council deny the request for a variance for the Bearcat Pizza sidewalk seating application for an extension beyond the building frontage to the east, subject to letters of support from the adjacent building owners, on the basis that:
 - the installation would extend beyond the building the business is located in, contrary to the Maximum Size section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location;

Reasoning for the recommendation is presented below.

Discussion:

Changing the standards or granting variances at this stage could be unfair to businesses that have already invested time and effort into complying. Unless unique site conditions make it impossible to accommodate the current standards, Administration believes that program parameters should be consistent for all applicants.

Allowing variances for elements that do not relate to site conditions could reduce trust in the program and in the Municipality's ability to provide well-managed, credible programs for businesses and residents.

Granting variances that conflict with the approved standards in the discretionary use permit could damage the Municipality's relationship with the Parks Canada Agency, indicating a lack of respect for the rules and the inter-agency relationship. This approach could also create enforcement challenges for the Administration with permit holders who may interpret Council's approval of variances as permission to become non-compliant.

Providing the requested variances may lead to undesirable outcomes in several areas:

- **Legal Risk:** If the variance is granted it could be subject to legal challenges by those who willingly complied with the approved standard.
- **Reputational Risk:** If the variance is approved it may suggest to other applicants or community stakeholders the impression that there are no standards and may erode public trust and confidence in the consistency of the Municipality's decision-making processes.
- **Inconsistency:** Variations in the standard may create confusion among developers, contractors, and regulators, leading to mistakes, delays, and disputes.
- **Aesthetics:** A less cohesive streetscape appearance.
- **Functionality:** The variance would reduce the total area available to all other users of the sidewalk, in favour of the private use.

Overall, it is important to carefully consider the risks associated with providing variances in development standards and to ensure that any deviations from established standards are made for legitimate reasons and with the whole community's best interests in mind.

Relevant Legislation:

- [Commercial Use of Public Space Bylaw #246](#)
- [Canada National Parks Act](#)
- [Town of Jasper Land Use Policy](#)

AGENDA ITEM 6.4

VARIANCE REQUEST REPORT

Subject: Variance Request – Sidewalk Seating, Cassio’s Italian Restaurant
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: May 16, 2023



Background:

In 2022, Council directed Administration to strike a task force to review best practices for sidewalk seating installations and develop a set of standards to implement a permanent sidewalk seating program. Council reviewed the standards in December of 2022, and approved the standards with some modifications in January of 2023.

Following Council approval of the Sidewalk Seating Program Standards, and Parks Canada issuing a discretionary use permit to the Municipality of Jasper for the next five years based on the approved standards, Administration released the sidewalk seating application form and program standards at the end of January, 2023.

Three installations are currently operating under previous standards. These patios will be required to meet current standard when their permits expire at the end of the summer of 2024 (i.e. for the 2025 season).

To date the Bylaw Enforcement Service has issued four permits under the new standards for 2023, with another 12 permit applications being processed (four subject to the variance process; two being reviewed by the Operations Department (therefore nearly final); six awaiting further information from applicants; and one new application). The majority of applicants are complying with the standards approved by Council in January.

Recommendation:

- That Council deny the request for a variance for the Cassio’s Italian Restaurant sidewalk seating application to exceed the 107 cm maximum height requirement, on the basis that:
 - the installation would be out of compliance with the Height section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location.

Reasoning for the recommendation is presented below.

Discussion:

Changing the standards or granting variances at this stage could be unfair to businesses that have already invested time and effort into complying. Unless unique site conditions make it impossible to accommodate the current standards, Administration believes that program parameters should be consistent for all applicants.

Allowing variances for elements that do not relate to site conditions could reduce trust in the program and in the Municipality's ability to provide well-managed, credible programs for businesses and residents.

Granting variances that conflict with the approved standards in the discretionary use permit could damage the

Municipality's relationship with the Parks Canada Agency, indicating a lack of respect for the rules and the inter-agency relationship. This approach could also create enforcement challenges for the Administration with permit holders who may interpret Council's approval of variances as permission to become non-compliant.

Providing the requested variances may lead to undesirable outcomes in several areas:

- **Legal Risk:** If the variance is granted it could be subject to legal challenges by those who willingly complied with the approved standard.
- **Reputational Risk:** If the variance is approved it may suggest to other applicants or community stakeholders the impression that there are no standards and may erode public trust and confidence in the consistency of the Municipality's decision-making processes.
- **Inconsistency:** Variations in the standard may create confusion among developers, contractors, and regulators, leading to mistakes, delays, and disputes.
- **Aesthetics:** A less cohesive streetscape appearance.
- **Functionality:** The variance would reduce the total area available to all other users of the sidewalk, in favour of the private use.

Overall, it is important to carefully consider the risks associated with providing variances in development standards and to ensure that any deviations from established standards are made for legitimate reasons and with the whole community's best interests in mind.

Relevant Legislation:

- [Commercial Use of Public Space Bylaw #246](#)
- [Canada National Parks Act](#)
- [Town of Jasper Land Use Policy](#)

Attachment:

- Variance request letter, Cassio's Italian Restaurant



May 11, 2023

Request for Application for a Variance by Cassio's Italian Restaurant

We request a variance from the height restrictions of 107cm for our outdoor patio railings smoked plexiglass partitions.

Being that they are not part of the perimeter fencing for our patio, we are asking that the present heights of 121.9cm and 152.4 can be accepted.

The partitions have been part of the patio for more than 4 years.

Panels were installed to create our guests comfort, privacy, additional warmth & protection from winds and dust. They are visual partitions to view the mountain & surrounding area.

**Thank You,
Sincerely
Suhas Sawant**



Parcs
Canada

Parks
Canada

AGENDA ITEM 6.5

**Certification of Municipality of Jasper
Bylaw #252
Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 252, which received its first reading on the 18th day of April and its second reading on the 2nd day of May, 2023 by the Council of the Municipality hereby certify with respect to Bylaw #252 that:

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

Dated at the Town of Jasper, in the Province of Alberta, this 4th day of May, 2023.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #252**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW #239 CONNAUGHT UTILITIES BORROWING, AND BYLAW #240
CONNAUGHT UTILITIES LOCAL IMPROVEMENT BYLAW.**

WHEREAS The Council of the Municipality issued a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of Jasper GB and GC Parcel Service local improvement project as described in the local improvement plan authorized by council;

AND WHEREAS a local improvement plan has been prepared and the required notice of the project given to the benefiting owners, and no sufficient objection to the Connaught utilities local improvement project has been filed with the Municipality's Chief Administrative Officer;

AND WHEREAS the cost estimates provided in Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, and Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, have decreased after Council gave third and final reading to each of the bylaws;

AND WHEREAS Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, needs to be updated to show the final amount of the debenture obtained; and Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, needs to be updated to reflect the new local improvement levies required to be collected through taxation of affected properties in 2023 and beyond;

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

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #252, "Connaught Utilities Borrowing and Local Improvement Levy Amending Bylaw".
- 1.2 Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, may now be cited as Municipality of Jasper Bylaw #239, "Amended Connaught Utilities Borrowing Bylaw".
- 1.3 Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, may now be cited as the Municipality of Jasper Bylaw #240, "Amended Connaught Utilities Local Improvement Bylaw".

2. PURPOSE

- 2.1 This Bylaw amends Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, and Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, and shall come into force and effect on the final day of passing thereof.

3. AMENDMENTS TO THE CONNAUGHT UTILITIES BORROWING BYLAW

- 3.1 The preamble of Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, is hereby amended as follows:

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO

AUTHORIZE THE COUNCIL OF THE MUNICIPALITY TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF \$6,200,000 FOR THE PURPOSE OF SERVICING PARCELS GB AND GC IN THE MUNICIPALITY OF JASPER.

WHEREAS The Council of the Municipality has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of Jasper GB and GC Parcel Service local improvement project as described in the local improvement plan authorized by council.

AND WHEREAS Jasper National Park owns Parcels GB and GC;

AND WHEREAS the requirement for safe and efficient operation of developments on the parcels depend on services provided to the parcels of land;

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be \$6,200,000;

AND WHEREAS the Municipality estimates the following grants and contributions will be applied to the project:

Municipality at Large	\$2,808,600
Benefitting Owners	<u>\$3,391,400</u>
Total Costs	\$6,200,000

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of \$6,200,000 for a period not to exceed THIRTY (30) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY-FIVE (45) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper at December 31st, 2020 is \$6,581,402, and no part of the principal or interest is in arrears;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Canada and the Province of Alberta.

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

3.2 Section 3 of Bylaw #239, the *Connaught Utilities Borrowing Bylaw*, is hereby amended as follows:

3.1 That for the purpose of completing services to Parcel GB and GC local improvement project sum of SIX MILLION TWO HUNDRED THOUSAND DOLLARS (\$6,200,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper

at large.

3.2 The amount TWO MILLION EIGHT HUNDRED AND EIGHT THOUSAND SIX HUNDRED DOLLARS (\$2,808,600) and applicable interest in the amount of ONE MILLION SEVEN HUNDRED AND TWENTY SEVEN THOUSAND SIX HUNDRED AND TWO DOLLARS AND EIGHTY-FOUR CENTS (1,727,602.84) is to be paid by the Municipality at large, and THREE MILLION THREE HUNDRED AND NINETY-ONE THOUSAND FOUR HUNDRED DOLLARS \$3,391,400 and applicable interest in the amount of TWO MILLION EIGHTY-SIX THOUSAND AND EIGHTY NINE DOLLARS AND NINETY SIX CENTS (\$2,086,089.96) is to be collected by way of local improvement tax imposed pursuant to the Connaught Utilities Local Improvement Levy Bylaw #240.

3.3 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. AMENDMENTS TO THE CONNAUGHT UTILITIES LOCAL IMPROVEMENT BYLAW

4.1 The preamble of Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, is hereby amended as follows:

WHEREAS the Municipality of Jasper has decided to issue a bylaw pursuant to Section 397 of the *Municipal Government Act*, being Chapter M-26, RSA 2000 as amended, to authorize a local improvement tax levy to pay for the Servicing Parcels GB and GC local improvement project;

AND WHEREAS a local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to the Connaught utilities local improvement project has been filed with the Municipality's Chief Administrative Officer;

AND WHEREAS the Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners;

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated at \$6,200,000, and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$2,808,600
Benefitting Owners	<u>\$3,391,400</u>
Total	\$6,200,000

AND WHEREAS the local improvement tax will be collected for thirty (30) years and the total amount levied annually against the benefiting owners is \$182,583.00;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

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

4.2 Section 3 of Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, is hereby amended as follows:

3.1 That for the purpose of completing installation Connaught utilities local improvement project the sum of THREE MILLION THREE HUNDRED AND NINETY-ONE THOUSAND FOUR HUNDRED DOLLARS (\$3,391,400) and applicable interest in the amount of TWO MILLION EIGHTY-SIX THOUSAND AND EIGHTY NINE DOLLARS AND NINETY SIX CENTS (\$2,086,089.96) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.

3.2 The net amount levied under the bylaw shall be applied only to the local improvement project specified by the bylaw.

4.3 Schedule A of Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, is hereby amended as follows:

Annual levy for Connaught Utilities Local Improvement Project.

1. Properties to be Assessed:

Parcel	Leaseholder	Legal Land Description	Total Frontage in Metres
Parcel GC	Parks Canada	86103 CLSR AB	238.911
Parcel GB	Parks Canada	86103 CLSR AB	179.487

- 2. Total Frontage 418.398
- 3. Total Levy \$5,477,489.96
- 4. Total Levy per Front Metre \$13,091.58
- 5. Annual Unit Rate per Front Metre Payable for a Period of Thirty (30) years at 3.46% \$436.39
- 6. Total Yearly Assessment Against all Properties to be Assessed \$182,583.00

4.4 Schedule B of Bylaw #240, the *Connaught Utilities Local Improvement Bylaw*, is hereby amended as follows:

Annual Levy for Servicing Parcel GB and GC Local Improvement Project

1. Properties to be assessed:

Parcels	Annual Rate of Assessment Per Front Metre	Amount of Annual Assessment
GC	\$436.39	\$104,258
GB	\$436.39	\$ 78,325

2. Total Number of Parcels: 2
3. Total Annual Assessments: \$182,583.00
4. Term of Annual Assessments: 30
5. Total Assessment Against all Parcels: \$5,477,489.96

5. SEVERANCE

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

6. COMING INTO EFFECT

- 6.1 This Bylaw shall come into force and effect on the final day of passing thereof.
- 6.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

GIVEN FIRST READING THIS 18th DAY OF April 2023.

GIVEN SECOND READING THIS 2nd DAY OF May 2023.

GIVEN THIRD AND FINAL READING THIS ____ DAY OF _____ 2023.

Mayor

Chief Administrative Officer



Parcs
Canada

Parks
Canada

AGENDA ITEM 6.6

Certification of Municipality of Jasper Bylaw #253 Taxation Rates Bylaw 2023

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 253, which received its first and second reading on the 2nd day of May, 2023 by the Council of the Municipality hereby certify with respect to Bylaw #253 that:

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

Dated at the Town of Jasper, in the Province of Alberta, this 4th day of May, 2023.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #253**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO
AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY
WITHIN THE MUNICIPALITY OF JASPER FOR THE 2023 TAXATION YEAR.**

Contents

1. Citation
2. Definitions
3. Taxation Rates
4. Severance

WHEREAS at its meeting of December 6, 2022, the Council of the Municipality of Jasper prepared and adopted detailed estimates of the municipal revenues, expenditures and requisitions required for the year 2023;

AND WHEREAS the estimated expenditures, requisitions, services and surplus set out in the operating budget for the Municipality of Jasper for 2023 total \$26,831,453.

AND WHEREAS the 2023 estimated municipal revenues and transfers from all sources other than taxation are estimated at \$ 16,624,724 and the balance of \$ 10,206,728 to be raised by general municipal taxation;

AND WHEREAS the 2023 Alberta School Foundation requisition is \$5,156,733 be collected as follows:

	2023 Requisition	Prior Year (Over)/Under-levy	Total
Residential	\$2,667,322	(\$132,057)	\$2,535,265
Non-Residential	\$2,489,411	(\$87,534)	\$2,401,877
Total	\$5,156,733	(\$219,591)	\$4,937,142

AND WHEREAS the Council of the Municipality of Jasper has received a requisition in 2023 in the amount of \$962,235 from the Evergreens Foundation to be collected as follows:

	2023 Requisition	Prior Year (Over)/Under-levy	Total
Operating	\$400,145	\$0	\$400,145
Capital	\$562,090	\$0	\$562,090
Total	\$962,235	\$0	\$962,235

AND WHEREAS for the purposes of collecting the portion of the requisition defined in section 326(1)(a)(vi) of the *Municipal Government Act* (RSA 2000, cM-26) and amendments thereto, the Chief Administrative Officer is hereby authorized to impose the tax rate set by the Minister in accordance with section 359.3 of the Act on the assessed value of all taxable Designated Industrial Property (DIP) shown on the 2022 assessment roll of the Municipality of Jasper for 2023 total \$5,200 (after prior year over levy applied).

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions;

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the Alberta School Foundation (ASFF) requisition;

AND WHEREAS the Council of the Municipality of Jasper is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property subject to the *Municipal Government Act* (RSA 2000, cM-26) and amendments thereto;

AND WHEREAS the assessed value of all property in the Municipality of Jasper as shown on the current assessment roll is:

Assessment for	Education	Municipal	Evergreens	DIP
Residential	\$1,108,126,930	\$1,114,138,140	\$1,108,126,930	
Non-Residential	\$734,523,990	\$737,100,120	\$749,536,690	
Electric Power Generation Machinery & Equipment GIL – Parklands		\$17,492,380		
DIP Assessment Requisition Properties				\$71,128,210
Total	\$1,842,650,920	\$1,868,730,640	\$1,857,663,620	\$71,128,210

NOW THEREFORE be it resolved that the Council of the Municipality of Jasper in the Province of Alberta, duly assembled, enacts:

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #253 the “Jasper Taxation Rates Bylaw 2023”.
- 1.2 The Municipality of Jasper Bylaw #248 the “Jasper Taxation Rates Bylaw 2022” is hereby repealed.

2. DEFINITIONS

- 2.1 In this Bylaw:
 - 2.1.1 “Chief Administrative Officer” shall mean the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
 - 2.1.2 “Council” shall mean the Council of the Municipality of Jasper;
 - 2.1.3 “Municipality” and “Municipality of Jasper” shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;

2.1.4 "Rural Properties" shall mean those properties located outside the boundaries of the Town of Jasper but inside the boundaries of the Municipality of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001; and

2.1.5 "Urban Properties" shall mean those properties located within the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001.

3. TAXATION RATES

3.1 The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Municipality of Jasper:

	Urban	Rural
Residential		
Evergreens	0.000518	0.000518
Education	0.002288	0.002288
Municipal	0.002585	0.001022
	0.005391	0.003828
Lake Edith (7 months)		
Evergreens	-	0.000518
Education	-	0.002288
Municipal	-	0.000596
		0.003402
Non-Residential		
Evergreens	0.000518	0.000518
Education	0.003270	0.003270
Municipal	0.012927	0.005111
	0.016715	0.008899
M&E Electrical Residual PILT		
Evergreens	0.000518	0.000518
Education (Exempt)	-	-
Municipal	0.012927	0.005111
	0.013445	0.005629
DIP Assessment Requisition on DIP Properties		
DIP Requisition Applied to DIP Properties	-	0.000073
	-	0.000073

4. SEVERANCE

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

COMING INTO EFFECT

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

GIVEN FIRST READING THIS 2nd DAY OF May, 2023

GIVEN SECOND READING THIS 2nd DAY OF May, 2023

GIVEN THIRD AND FINAL READING THIS DAY OF , 2023

Mayor

Chief Administrative Officer

AGENDA ITEM 6.8

REQUEST FOR DECISION

Subject: Public Transit RFP Award
From: Bill Given, Chief Administrative Officer
Reviewed by: Christopher Read, Director Community Development
Christine Nadon, Director Protective & Legislative Services
Date: May 9, 2023



Recommendation:

That Committee recommend Council award the RFP for Jasper Public Transportation (Transit) System to PWTransit Canada and;

That Committee recommend Council amend the 2023 operational budget to include and additional \$514,000 for public transit operation, to be funded as follows:

- \$50,000 from external contributions (GYPSD)
- \$17,000 from Fare Revenue
- \$197,000 from the Public Transportation and Parking Reserve
- \$250,000 from the 2022 year-end surplus

Alternatives:

- That committee receive the report for information and take no further action on establishing a public transit service.
- That committee recommend Council postpone the start of public transit service until 2024 and refer the matter to the fall budget deliberations.

Background:

The [2011 Jasper Community Sustainability Plan](#) and the [2018 Transportation Master Plan](#) include recommendations to explore the opportunity of future internal and regional transit connections for the town. In 2021 Council supported a public transportation pilot project with fixed-route bus service to a number of priority locations for the summer season.

In the fall of 2021 administration secured a \$50,000 planning grant under the Federal Rural Transit Solutions Fund program to conduct a planning study for public transportation. In September of 2022 Council approved a Memorandum of Understanding (MOU) for the provision of public transportation services with Parks Canada which provided the Parks Canada approval required for the municipality to provide Public Transportation Services to those locations outside of the Jasper townsite.

February 2023 Council was presented with the Public Transportation Strategy and Action Plan (the Action Plan) and directed administration to begin the next steps identified in the Action Plan with a focus on establishing a Fixed-Route Bus Service that would support the needs of both visitors and locals, including the specific need for student transportation. In March administration submitted a federal capital grant application seeking \$5M for EV busses, ebikes and associated charging infrastructure and facilities.

The Jasper Public Transportation (Transit) System RFP was posted to Alberta Purchasing Connection on March 24th 2023 with a closing date of April 14th. Two valid proposals were received by the RFP deadline and administration followed up with each proponent to ask clarifying questions.

Discussion:

The school board has identified that under new provincial funding guidelines for student transportation, approximately 100 students from Kindergarten through to Grade 12 will eligible for bussing in the upcoming school year. This total includes 36 who currently reside at Jasper Park Lodge and 75 newly eligible students who live in the Jasper townsite. The division has been working closely with administration and would like to partner in a municipal transit system to meet their need for student bussing.

The RFP requested respondents to supply proposals meeting the service level described in the Public Transportation Strategy and Action Plan which estimated 3,710 services hours per year (1,568 Winter hours and 2,142 Summer hours). The RFP proposed a 3 year agreement and requested that pricing submissions showing the total cost of operation (including provision of driver and fuel), maintenance and storage.

Under the terms of the RFP The highest rated, lowest priced, or any of the proposals do not necessarily have to be accepted by the municipality.

Scoring Components & Evaluation

Proposals were evaluated in the categories shown below and the information provided by through the RFP process resulted in the following scoring:

Evaluation categories

Related Project Experience	10%
Service Proposal	30%
Fleet	30%
Budget	30%

Proponent	Final Score
PWTransit Canada	90
SunDog Tours	75

PWTransit Canada Submission Details

PWTransit Canada (PWT) is a subsidiary of the largest privately-held bus company in Canada, Pacific Western Transportation and has provided custom, paratransit, on demand and conventional transit services to municipalities and transit agencies for more than fifty years in Alberta, British Columbia and Ontario. Notable examples of communities where PWT is currently operating public transit include the Cities of St. Albert, Leduc, Airdrie (AB), Prince George (BC) and Milton (ON). Additionally, since 1993 PWT has operated the transit system in British Columbia’s Sea-to-Sky Region which includes the communities of Whistler, Squamish and Pemberton.

PWT’s extensive experience operating transit services on behalf of municipalities and transit agencies in BC, Alberta and Ontario has allowed them to create robust policies, procedures, recruitment and retention techniques, training programs, maintenance programs that will benefit the Jasper operation.

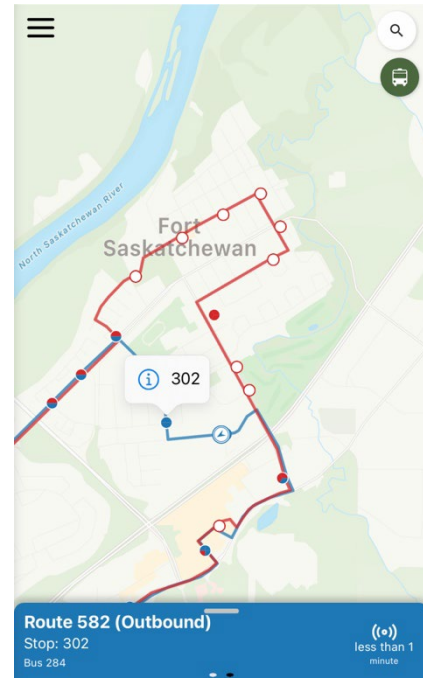
The proposed Jasper operation would consist of one (1) local Transit Supervisor / Customer Service Agent and two (2) drivers reporting in to PWTransit’s Director of Operations located in Edmonton. The plan includes the Transit Supervisor performing some driving work, to support scheduled breaks for drivers and address the seasonal adjustments associated with the service in terms of better matching supply of hours with required drivers to operate the service on a regular basis. PWT has arranged to use a local third party for its required fleet maintenance and storage.

The PWT proposal includes the provision of a driver and customer facing transit app and web portal called PassioGO. For the public the app provides access to real-time bus tracking, route and schedule information as well as transit alerts. The system provides riders with accurate ETA communication based on live trip data compared to past timing history in system. PassioGO also allows riders to select a home stop and receive text alerts when the bus is approaching (i.e. five minutes away) their stop.

For drivers, in vehicle displays provide quick visual cues to drivers regarding on-time performance: If a driver pulls up to a stop ahead of schedule the display flashes red to indicate that they must wait before leaving for an on-time departure. If a driver is on/behind schedule the display tablet display remains green to indicate the driver can continue on route without delay.

For transit system planning and operation the PassioGO system also provides:

- Stop-by-stop passenger counting (on and off)
- Reporting of passenger travel habits and identification of system “hot-spots”.
- A data feed that can support public stop displays, in bus destination sign changes, automated stop annunciators and info out to common apps such as Google or Apple maps which offer transit routing planning.



The proposal from PWTransit Canada is detailed and demonstrates solid policy and practice. The company has an extensive portfolio of current transit system operation in a variety of different environments including comparable communities such as Whistler. Administration is confident that PW Transit Canada can meet the service expectations of the Municipality.

Should Council choose to delay the start of public transit services until 2024 Grande Yellowhead School Division would have to determine how they will provide service for students in the 2023/24 school year.

Strategic Relevance:

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Leverage and create opportunities for greater inclusion.
- Recognize the fundamental importance of our tourism economy.
- Value the unique opportunities and responsibilities arising from our location inside a National Park and World Heritage Site.
- Increase opportunities for active transportation and transportation alternatives.
- Ensure residents receive quality service that provides strong value for dollar.

Inclusion Considerations:

The provision of public transit services will support greater social inclusion by providing equitable access to essential services, reducing transportation costs, and increasing opportunities for social engagement.

Relevant Legislation:

- [Jasper Community Sustainability Plan](#)
- Town of Jasper - Jasper National Park Transportation Services Memorandum of Understanding

Financial:

Below, administration presents a conservative financial forecast outlining the expected costs to the municipality, although it's likely that the actual performance will exceed these baseline expectations.

Based on 3710 service hours per year the annual cost of service proposed by PWTransit Canada for 40 passenger busses is as follows:

Year 1 - \$563,623.20 Year 2 - \$580,531.90 Year 3 - \$597,947.85

The approved 2023 operational budget contained \$70,000 in funding for public transit, of which approximately \$20,000 has been used in transit consulting and procurement support.

Grande Yellowhead School Division estimates that they will have approximately \$100,000 to support transportation for Jasper students for the 2023/2024 school year.

Municipal administration forecasts 2023 rider fare revenue of \$17,000 based on approximately 7000 paid users at a fare rate of \$2.50 per one way trip.

In future years additional portions of the cost could be off-set through ridership fares, advertising or sponsorships. The Public Transportation and Parking Reserve had a 2022 year-end balance of \$451,859.



1. POLICY STATEMENT

Recognizing that the community of Jasper is exposed to a wide variety of threats the Municipality of Jasper shall develop, maintain and regularly review a Business Continuity Plan for municipal services.

2. SCOPE

The Business Continuity plan shall consider all internal and external services provided by the Municipality of Jasper. The Business Continuity Plan is not intended to address any matters related to emergency response.

3. STANDARDS

The Business Continuity Plan shall:

3.1. Consider disruption from both minor and major threats including but not limited to:

- Wild Fire
- Extreme Weather
- Loss of Power
- Pandemic
- Labour Disruption
- Civil Unrest
- Cyber Attack

3.2. Consider and identify linkages or overlap with the Emergency Management Plan.

3.3. Define, categorize and prioritize municipal services.

3.4. Describe the conditions which would lead to reduction or suspension of municipal services.

3.5. Identify the resources required to support the implementation of the plan.

3.6. Be presented to the Emergency Advisory Committee for approval.

3.7. Be reviewed annually, or; following an incident where there was a disruption or loss of municipal services.

4. RESPONSIBILITIES

Council

Review and approve any revisions to this Policy.

CAO

Ensure the development and maintenance the Business Continuity Plan.

Review and approve any procedures related to this Policy.

Directors and Managers

Carry out the policy based on established Procedures.

5. DEFINITIONS

“Business Continuity” means the capability of the municipality to continue to deliver services at acceptable predefined levels following or during a disruptive incident.

“Business Continuity Plan” means documented procedures that inform municipal staff how to respond, recover, resume and restore to a predefined level of operation following disruption.

“Incident” means a situation that might be, or could lead to, a disruption, loss, emergency, or crisis.

“Threat” means a potential cause of an unwanted incident, which can result in harm to individuals, the environment, or the community.

AGENDA ITEM 6.11

REQUEST FOR DECISION

Subject: National Public Works Week Proclamation
From: Bill Given, Chief Administrative Officer
Prepared by: John Greathead, Director of Operations & Utilities
Date: May 16, 2023



Recommendation:

- That Council proclaim May 21 to 27, 2023, National Public Works Week in the Municipality of Jasper.

Background:

Public works employees help keep communities strong by providing an infrastructure of services in transportation, water, wastewater and storm water treatment, public buildings and spaces, parks and grounds, emergency management and first response, solid waste, and right-of-way management. They are what make our communities great places to live and work.

National Public Works Week is observed each year during the third full week of May and is now in its 63rd year. The Alberta Public Works Association (APWA) encourages everyone to take the opportunity to celebrate the week.

Strategic Relevance:

Organizational Health

- Foster enhanced Council-Staff relationships by maintaining a focus on a healthy organizational culture

Attachments:

- National Public Works Week Proclamation



PROCLAMATION

**National Public Works Week
May 21 – 27, 2023**

“Connecting the World Through Public Works”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Municipality of Jasper; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the Municipality of Jasper to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week,

THEREFORE, I, Richard Ireland, Mayor of Jasper, on behalf of Council, do hereby designate the week May 21 – 27, 2023 as National Public Works Week; I urge all citizens to join with me in recognizing our public works professionals, engineers, managers, and employees and to celebrate the substantial contributions they make to protecting our health, safety, and quality of life.

Municipality of Jasper Mayor

