

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
May 3, 2022 | 1:30 pm  
Conducted virtually through Zoom



**Notice:** Council members and a limited number of staff are returning to Council chambers in the Quorum Room of the Jasper Library and Cultural Centre for meetings. Presentations will continue to take place online until further notice. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 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, May 3, 2022 attachment
- 3 APPROVAL OF MINUTES**
  - 3.1 Regular meeting minutes, April 19, 2022 attachment
- 4 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 5 BYLAWS**
  - 5.1 Bylaw Summary attachment
  - 5.2 Regional Assessment Review Board Bylaw – 3<sup>rd</sup> reading attachment
  - 5.3 Traffic Safety Bylaw – 3<sup>rd</sup> reading attachment
  - 5.4 Commercial Use of Public Space Bylaw – 1<sup>st</sup> and 2<sup>nd</sup> reading attachment
- 6 REQUESTS FOR DECISION**
  - 6.1 Activity Centre Renovation attachment
  - 6.2 Garage Suites Feedback attachment
  - 6.3 Communities in Bloom – Proclamation attachment
  - 6.4 Policing Invoice – Shadow Population Modifier attachment
  - 6.5 Lutheran Church Property Opportunity – Councillor Damota verbal
  - 6.6 Alberta Japan Twinning Association – Councillors Melnyk & Waxer attachment
- 7 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
  - 7.1 Ailsa Ross - Jasper Bylaw 126 attachment
  - 7.2 Jasper Food Bank attachment
  - 7.3 Community Futures West Yellowhead attachment
- 8 OTHER NEW BUSINESS**
- 9 MOTION ACTION LIST** attachment
- 10 COUNCILLOR REPORTS**
  - [10.1 Council's appointments to boards and committees](#)

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
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**11 UPCOMING EVENTS**

UpLift! Mural Festival – April 23 – May 8  
Emergency Preparedness Week – May 1-7  
'Be Wildfire Ready' Open House – May 4, 3-7pm, Emergency Services Building  
State of the Municipality Address for the Jasper Park Chamber of Commerce – May 11, 5pm, Cassio's  
Snape's Hill Reforestation Project Kick-off – May 12  
Community Wide Firesmart Day – May 14  
Intergovernmental Meeting – Tuesday, May 17, 9:30am, Hosted by Parks Canada  
NETMA – May 18, 5-7pm, the Legion  
NETMA – June 15, 5-7pm, Location TBD

**12 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, April 19, 2022 | 1:30 pm  
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is primarily back in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.						
Present	Mayor Richard Ireland, Councillors Helen Kelleher-Empey, Ralph Melnyk, Wendy Hall and Scott Wilson						
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Emma Acorn, Legislative Services Coordinator Troy Birtles, Accurate Assessment Group Ltd. Jason Stockfish, The Fitzhugh 8 observers						
Absent	Councillors Rico Damota and Kathleen Waxer						
Call to order	Mayor Ireland called the meeting to order at 1:31pm.						
Approval of agenda #160/22	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the agenda for the April 19, 2022 regular meeting as presented.						
	<table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: left;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">5 Councillors</td> <td style="text-align: left;">0 Councillors</td> <td style="text-align: right;"><b>CARRIED</b></td> </tr> </table>	FOR	AGAINST		5 Councillors	0 Councillors	<b>CARRIED</b>
FOR	AGAINST						
5 Councillors	0 Councillors	<b>CARRIED</b>					
Approval of regular minutes #161/22	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the minutes of the March 15, 2022 regular meeting as amended. - Call to order should read 1:30pm						
	<table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: left;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">5 Councillors</td> <td style="text-align: left;">0 Councillors</td> <td style="text-align: right;"><b>CARRIED</b></td> </tr> </table>	FOR	AGAINST		5 Councillors	0 Councillors	<b>CARRIED</b>
FOR	AGAINST						
5 Councillors	0 Councillors	<b>CARRIED</b>					
Approval of special meeting minutes #162/22	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the minutes of the March 29, 2022 special council meeting as presented.						
	<table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: left;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">5 Councillors</td> <td style="text-align: left;">0 Councillors</td> <td style="text-align: right;"><b>CARRIED</b></td> </tr> </table>	FOR	AGAINST		5 Councillors	0 Councillors	<b>CARRIED</b>
FOR	AGAINST						
5 Councillors	0 Councillors	<b>CARRIED</b>					
Business arising from previous minutes	<p>Council inquired as to the status of the discretionary use permit which was to be submitted to Parks Canada in regards to sidewalk seating and the commercial use of public space. Administration updated Council and shared the permit application was submitted directly after the March 29 special Council meeting and has been received back along with approval from Parks Canada.</p> <p>During the March 15<sup>th</sup> regular meeting Council directed the Mayor to write to the Minister of Municipal Affairs in regards to the write off of Property Tax receivables and its repeated occurrences over the years. Mayor Ireland asked that the letter which was written be appended to an upcoming agenda in correspondence and made available to the public.</p>						
Presentations	Council received the annual assessment review from Troy Birtles of Accurate Assessment Group Ltd. and asked clarifying questions.						
Bylaw Summary	Council received a summary of bylaws currently in force.						
Regional Assessment Review Board Bylaw 2022 #163/22	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read for the first time, Bylaw #245: the Regional Assessment Review Board Bylaw 2022, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to establish a regional assessment review board.						

	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
#164/22	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read for the second time, Bylaw #245: the Regional Assessment Review Board Bylaw 2022, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to establish a regional assessment review board.		
	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
	Mayor Ireland called for a recess from 2:49-2:56pm.		
Municipal Employee Housing Policy RFD #165/22	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the Municipal Employee Housing Policy as presented.		
	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
Rescind Policy B-009: Fiscal and Financial Control #166/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council rescind Policy B-009: Fiscal and Financial Control.		
	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
Volunteer Week Proclamation #167/22	MOTION by Councillor Hall – BE IT RESOLVED that Council proclaim April 24-30, 2022 National Volunteer Week.		
	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
West Yellowhead Regional Waste Management Authority (WYRWMA) Governance and Administrative Plan #168/22	Mayor Ireland relinquished the chair to Deputy Mayor Kelleher-Empey in order to make the following motion.		
	MOTION by Mayor Ireland – BE IT RESOLVED that Council approve the West Yellowhead Regional Waste Management Authority and the Management Agreement as presented, and; that Council authorize its appointed representatives to raise issues of concern with the board and to accept the majority decision of the board with respect to any proposed amendments.		
	FOR 5 Councillors	AGAINST 0 Councillors	<b>CARRIED</b>
	Deputy Mayor Kelleher-Empey relinquished the chair to Mayor Ireland for the remainder of the meeting.		
Correspondence	none		
Other new business	none		
Council reports	Councillor Kelleher-Empey attended the Alberta Seniors Housing & Community Association conference last week in Calgary along with all of the Evergreens Foundation board.		
	Mayor Ireland, all Councillors and key staff members attended Strategic Priorities Planning sessions in Banff from April 4-6. A final strategic plan will be coming back to Council for final approval.		
	Councillor Melnyk updated everyone on the events for Earth Day on April 22 <sup>nd</sup> . The Rotary Club trail clean-up will begin at the library at noon and also 5pm.		
Upcoming events	Council received a list of upcoming events for information.		

Adjournment  
#169/22

MOTION by Councillor Wilson – BE IT RESOLVED that, there being no further  
business, the regular meeting of April 19, 2022 be adjourned at 3:29pm.

FOR  
5 Councillors

AGAINST  
0 Councillors

**CARRIED**

\_\_\_\_\_  
Mayor

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

# Municipality of Jasper Bylaw Summary

Updated: 4/29/2022

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Date Forwarded	Date Certified
					First Reading	Second Reading	Third Reading & Approval		
246	Commercial Use of Public Space				2022-May-03	2022-May-03			
245	Regional Assessment Review Board Bylaw 2022		210		2022-April-19	2022-April-19	2022-May-03	2022-April-20	2022-April 21
244	Traffic Safety Bylaw		195		2022-March-15	2022-March-15	2022-May-03	2022-Mar-17	2022-Mar-25
243	Utilities Fees Levy and Collection Bylaw 2022		232		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
242	Supplementary Tax Bylaw 2022		234		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
241	Supplementary Assessment of Improvements Bylaw 2022		233		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
240	Connaught Utilities Local Improvement Tax Bylaw				2021-July-6	2021-Aug-17	2021-Aug-17	2021-Aug-3	2021-Aug-4
239	Connaught Utilities Borrowing Bylaw				2021-July-6	2021-Aug-17	2021-Aug-17	2021-Aug-3	2021-Aug-4
238	Temporary Compulsory Face Covering Repeal Bylaw		228, 230 & 231		2021-Jun-15	2021-Jun-15	2021-Jun-15	2021-Jun-10	2021-Jun-11
237	Rotation of Ballots Bylaw 2021		204		2021-Jun-01	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
236	Taxation Rates Bylaw 2021		227		2021-May-18	2021-Jun-01	2021-Jun-01	2021-May-26	2021-May-28
235	Code of Conduct for Elected Officials Bylaw				2021-May-18	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
234	Supplementary Tax Bylaw 2021		225	242	2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
233	Supplementary Assessment of Improvements 2021		224	241	2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
232	Utility Fees Levy and Collection Bylaw 2021		226	243	2021-Jan-05	2021-Jan-05	2021-Jan-05	2020-Dec-24	2020-Dec-24
231	Temporary Compulsory Face Covering Amending Bylaw #2				2020-Dec-08	2020-Dec-08	2021-Jan-05	2020-Dec-09	2020-Dec-10
230	Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw				2020-Sept-08	2020-Sept-08	2020-Sept-15	2020-Sept-08	2020-Sept-10
229	CMHC Borrowing Bylaw 2020				2020-Aug-18	2020-Aug-18	2020-Sept-01	2020-Aug-18	2020-Aug-19



**Certification of Municipality of Jasper  
Bylaw #245  
Regional Assessment Review Board Bylaw 2022**

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 # 245, which received its first and second readings on the 19th day of April 2022 by the Council of the Municipality hereby certify with respect to Bylaw #245 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 21st day of April, 2022.

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #245**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO ESTABLISH A REGIONAL ASSESSMENT REVIEW BOARD.**

**WHEREAS** pursuant to s. 454 of the *Municipal Government Act* (RSA 2000, cM-26), a council must by bylaw establish a Local Assessment Review Board (LARB) and a Composite Assessment Review Board (CARB).

**AND WHEREAS** pursuant to s. 455 of the *Municipal Government Act* (RSA 2000, cM-26), two or more Councils may agree to jointly establish a LARB and a CARB to have jurisdiction in their municipalities as a Regional Assessment Review Board.

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

**1. CITATION**

- 1.1. This Bylaw may be cited as the "Regional Assessment Review Board Bylaw 2022".
- 1.2. Municipality of Jasper bylaw #210, the "Regional Assessment Review Board Bylaw" is hereby repealed.

**2. DEFINITIONS**

- 2.1. In this Bylaw:
  - 2.1.1. "*Board*" shall mean the West Yellowhead Regional Assessment Review Board.
  - 2.1.2. "*Clerk*" shall mean the clerk appointed by each Partner Municipality to carry out the administrative functions of their municipality's Board activities;
  - 2.1.3. "*Council*" shall mean the municipal council of each respective Partner Municipality.
  - 2.1.4. "*Designated Clerk*" shall mean the person appointed to carry out the duties and functions of the clerk of the Regional Assessment Review Board in accordance with s. 456 of the *Municipal Government Act* (RSA 2000, cM-26), jointly appointed by the Councils of the Partner Municipalities;
  - 2.1.5. "*Designated Chair*" shall mean the person appointed to carry out the duties and functions of the chair of the Regional Assessment Review Board in accordance with s. 454 of the *Municipal Government Act* (RSA 2000, cM-26), jointly appointed by the Councils of the Partner Municipalities.
  - 2.1.6. "*Member*" shall mean a member of the Regional Assessment Review Board;
  - 2.1.7. "*Minister*" shall mean the Minister determined by the Province to be responsible for the *Municipal Government Act* (RSA 2000, cM-26);



- 2.1.8. "*Partner Municipality*" shall mean the Specialized Municipality of Jasper, Town of Hinton, Town of Edson and Improvement District 12, who have agreed to jointly establish the Regional Assessment Review Board;
- 2.1.9. "*Presiding Officer*" shall mean the Member of a LARB designated to chair a hearing;
- 2.1.10. "*Provincial Member*" shall mean a person appointed as a Provincial Member to a CARB by the Minister;

### **3. PARTNER MUNICIPALITIES**

- 3.1 The Specialized Municipality of Jasper and the Partner Municipalities hereby jointly establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and a Composite Assessment Review Board (CARB) to have jurisdiction in their municipalities.

### **4. REGIONAL BOARD REVIEW COMMITTEE**

- 4.1 The Regional Board Review Committee shall consist of the Clerks from each Partner Municipality.
- 4.2 The Regional Board Review Committee will hold an annual meeting for the Clerks to review the CARB and LARB roles and requirements for the year.
- 4.3 The Specialized Municipality of Jasper shall act as the representative for Improvement District 12 on the Regional Board Review Committee, subject to a valid and current agreement between the Specialized Municipality of Jasper and Improvement District 12.

### **5. ESTABLISHMENT OF BOARDS**

- 5.1 The following West Yellowhead Regional Assessment Review Boards are hereby established:
  - 5.1.1 One or more LARBs that consist of one Member;
  - 5.1.2 One or more LARBs that consist of three Members;
  - 5.1.3 One or more CARBs that consist of one Provincial Member; and
  - 5.1.4 One or more CARBs that consist of one Provincial Member and two Members.

### **6. APPOINTMENT OF BOARD MEMBERS**

- 6.1 The Council of each Partner Municipality shall be responsible to appoint two (2) or more Members to the LARBs and CARBs pursuant to this bylaw. Provided the members have taken the necessary training, the same individuals may be appointed to a LARB and CARB.
- 6.2 Each municipality may appoint one Member of their Council to the LARBs and CARBs pursuant to this bylaw. Provided they have taken the necessary training, Council Members may be appointed to a LARB and CARB.
- 6.3 Each municipality must rescind an appointment if the Member: (i) fails to successfully complete the training program set by the Minister; (ii) does not live up to their commitment to attend hearings; (iii) is no longer eligible pursuant to the Act and regulations passed thereto; or (iv) breaches the pecuniary interest provisions in s. 480 of the *Municipal Government Act* (RSA 2000, cM-26).

- 6.4 Notwithstanding section 6.1, Improvement District 12 shall be exempt from the responsibility to appoint Members to the LARBs and CARBs pursuant to this bylaw, subject to a valid and current agreement between the Specialized Municipality of Jasper and Improvement District 12.

## **7. TERM OF APPOINTMENT**

- 7.1 A Member may be reappointed to the Board at the expiration of his or her term.
- 7.2 A Member may resign from the Board at any time on written notice to the Designated Clerk to that effect.
- 7.3 Each municipality shall have the right to rescind the appointment of their Board member.
- 7.4 Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

## **8.0 JURISDICTION OF THE BOARD**

- 8.1 The Board shall have jurisdiction to exercise the functions of a LARB and the functions of a CARB under the provisions of the *Municipal Government Act* (RSA 2000, cM-26) in respect to assessment complaints made by taxpayers of a Partner Municipality.

## **9.0 DESIGNATED CHAIR**

- 9.1 On a rotating basis between Partner Municipalities, Councils of the Partner Municipalities must jointly appoint one Board Member as Designated Chair and must jointly prescribe the Designated Chair's term of office and remuneration and expenses.

## **10.0 DESIGNATED CLERK**

- 10.1 Councils of the Partner Municipalities must jointly appoint a Designated Clerk for the Regional Assessment Review Board.
- 10.2 The Designated Clerk, whenever possible, will be selected from the same municipality as the Designated Chair and be appointed for the same term of office.

## **11.0 PRESIDING OFFICER**

- 11.1 The Members of every Board established under section 5.1.2 of this bylaw will select a Presiding Officer from among themselves who will:
- 11.1.1 Preside over and be responsible for the conduct of hearings;
  - 11.1.2 Vote on matters submitted to the Board unless otherwise disqualified; and
  - 11.1.3 Sign orders, decisions, and documents issued by the Board.

## **12.0 HEARINGS**

- 12.1 Hearings will be held at such time as determined by the Designated Clerk, in the municipality where the property under complaint is located.
- 12.2 Each Partner Municipality shall provide, at their expense, adequate facilities for the hearings in their municipality.
- 12.3 The proceedings of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act* (RSA 2000, cF-25) and the *Municipal Government Act* (RSA 2000, cM-26).
- 12.4 The Designated Clerk shall attempt to have a majority of Members who do not reside in the municipality in which the property under complaint is located.

## **13.0 FEES**

- 13.1 The fees payable pursuant to s. 481(1) of the *Municipal Government Act* (RSA 2000, cM-26) shall be those established by each Partner Municipality for property located in that municipality, provided that such fees do not exceed the maximum fees set out in the *Matters Relating to Assessment Complaints Regulation Alberta Regulation* (AR 201/2017).

## **14.0 COSTS AND REMUNERATION**

- 14.1 Each Partner Municipality shall pay for administrative costs associated with the operations of the Board in their respective municipality, including remuneration for Members, the costs associated with any Provincial Members, and any legal fees.
- 14.2 Unless otherwise determined by the Partner Municipality which appointed the Member, Members shall receive remuneration for training sessions, meetings, decision writing, reviewing draft decisions, and hearings in accordance with the meeting fees set for municipal councillors in the respective Partner Municipality.

## **15.0 DISPUTE RESOLUTION**

- 15.1 In the event that a dispute arises between any of the Partner Municipalities regarding any of the clauses in this Bylaw, or over a financial matter regarding the operation of the LARBs or CARBs, the Chief Administrative Officers of the Partner Municipalities shall meet to consider the matter.
- 15.2 The decision of the panel of Chief Administrative Officers will be final.

## **16.0 BYLAW AMENDMENTS**

- 16.1 In the event that the Council of a Partner Municipality wishes to amend the Regional Assessment Review Board Bylaw, the Clerk of that municipality will bring the proposed amendments to the Regional Board Review Committee for discussion and presentation to their respective Councils.
- 16.2 If the Councils of the Partner Municipalities cannot reach an agreement on the proposed amendments, the Mayors of the Partner Municipalities shall meet to consider the matter.

16.3 If a Partner Municipality intends to no longer be a part of the West Yellowhead Regional Assessment Review Board, they shall give the Councils of Partner Municipalities no less than thirty (30) days written notice of that intention prior to the meeting at which any motion or bylaw to cease participation in the Board is to be considered.

**17.0 SEVERANCE**

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

**18.0 COMING INTO EFFECT**

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

**READ** a first time this 19 day of April, 2022

**READ** a second time this 19 day of April, 2022

**READ** a third time and finally passed this    day of    , 2022

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Mayor

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Chief Administrative Officer



**Certification of Municipality of Jasper  
Bylaw #244  
TRAFFIC SAFETY**

I, Moira McKinnon, Acting 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 # 244, which received its first and second readings on the 15th day of March 2022 by the Council of the Municipality hereby certify with respect to Bylaw #244 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 25th day of March, 2022.

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Moira McKinnon  
A/Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #244 TRAFFIC SAFETY**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING AND CONTROLLING TRAFFIC IN THE TOWN OF JASPER.**

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- 23. SCHEDULE 'C' – PROHIBITED VEHICLE PERMIT FEE**

**WHEREAS** the Agreement for the Establishment of Local Government in Jasper, June 13th, 2001, provides the Municipality with authority and responsibility for the regulation of traffic within the Town of Jasper;

**AND WHEREAS** Section 16 of the *Traffic Safety Act* (Alberta), as amended, provides that a Council may pass bylaws regulating and controlling traffic within the Municipality;

**AND WHEREAS** Section 7 of the *Municipal Government Act*, as amended, provides that a Council may pass bylaws for municipal purposes respecting the enforcement of bylaws including imposing fines and penalties for infractions of bylaws;

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

**1. CITATION**

- 1.1 This Bylaw may be cited as the "Traffic Safety Bylaw".
- 1.2 Municipality of Jasper Bylaw #195, the "Traffic Safety Bylaw 2016", is hereby repealed.

**2. DEFINITIONS**

- 2.1 In this Bylaw:
  - 2.1.1 **Alley** means a narrow Highway intended chiefly to give access to the rear of buildings and parcels of land.
  - 2.1.2 **Bicycle** means any cycle propelled by human power upon which a person may ride, regardless of the number of wheels it may have; and includes a vehicle that:
    - 2.1.2.1 may be propelled by muscular or mechanical power;
    - 2.1.2.2 is fitted with pedals that are continually operable to propel it;
    - 2.1.2.3 has a motor that produces not more than 750 watts and that is driven by electricity or has an engine displacement of not more than 50 cubic centimetres;

- 2.1.2.4 has no hand or foot operated clutch or gearbox driven by the motor that transfers the power to the driven wheel; and
- 2.1.2.5 does not have sufficient power to enable it to obtain a speed greater than 35 kilometres per hour on level ground within a distance of 2 kilometres from a standing start;
- 2.1.3 **Boulevard** means that part of a highway that:
  - 2.1.3.1 is not a roadway; and
  - 2.1.3.2 is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians;
- 2.1.4 **Bus** shall mean a Vehicle for the conveyance of passengers and capable of accommodating 20 or more persons;
- 2.1.5 **Bylaw Enforcement Officer** shall mean a person appointed by the CAO as a Bylaw Enforcement Officer pursuant to the provisions of the Jasper Municipal Enforcement Bylaw;
- 2.1.6 **Camp or Camping** shall mean the act of using or occupying land for the purpose of locating, erecting or using a Vehicle, Trailer, or a Tent, shed, or other similar structure for the provision of sleeping accommodation and includes sleeping overnight or any portion thereof;
- 2.1.7 **Chief Administrative Officer (CAO)** means the chief administrative officer who is 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 or designate;
- 2.1.8 **Central Business District** means the area of the Town enclosed by Connaught Drive, Hazel Avenue, Geikie Street and Pyramid Lake Road, the Roadways and sidewalks in this area and, except for Geikie Street where the Roadway and Sidewalks are not included, the Roadways and Sidewalks on both sides of those sections of Connaught Drive, Hazel Avenue and Pyramid Lake Avenue adjoining the area enclosed, but shall not include those areas of pathway and Sidewalk adjacent to Connaught Drive and known as the "Discovery Trail";
- 2.1.9 **Commercial Vehicle** means a vehicle operated on a Highway by or on behalf of a person for the purpose of transporting goods or passengers, including but not limited to, transport trucks, delivery vehicles, passenger buses and taxis but does not include a private passenger vehicle;
- 2.1.10 **Controlled Pay Parking Zone** means that portion of any Roadway or parking lot where parking is subject to payment in accordance with the applicable Traffic Control Device or permitting in accordance this bylaw.
- 2.1.11 **Controlled Resident Parking Zone** means that portion of a Roadway or parking lot where parking is subject to regulation in accordance with the applicable Traffic Control Device or permitting in accordance with this bylaw.
- 2.1.12 **Council** shall mean the Council of the Municipality of Jasper;
- 2.1.13 **Crosswalk** means that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs, or in the absence of curbs, from the edges of the roadway; or any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by traffic control devices or by line or by other markings on the road surface;
- 2.1.14 **Driver** or **Operator** shall mean a person who drives or is in actual physical care and control of a vehicle;
- 2.1.15 **Fire Chief** shall mean the Fire Chief or designate for the Municipality of Jasper Fire Department;
- 2.1.16 **Fire Department** shall mean the Municipality of Jasper Fire Department and its members;

- 2.1.17 **Highway** means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
- 2.1.17.1 a Sidewalk, including a Boulevard adjacent to the Sidewalk;
  - 2.1.17.2 if a ditch lies adjacent to and parallel with the Roadway, the ditch; and
  - 2.1.17.3 if a Highway right of way is contained between fences or between a fence and one side of the Roadway, all the land between the fences, or all the land between the fence and the edge of the Roadway, as the case may be, but does not include a place declared by the *Traffic Safety Act* (Alberta), as amended, or one of its Regulations, not to be a Highway;
- 2.1.18 **Idle or Idling** shall mean the operation of an internal combustion engine in a stationary Vehicle when such engine is not engaged in work;
- 2.1.19 **Intersection** means the area embraced within the prolongation or connection of:
- 2.1.19.1 the lateral curb lines; or
  - 2.1.19.2 If there are no lateral curb lines, the exterior edges of the Roadways, of two or more Highways which join one another at an angle whether or not one Highway crosses the other;
- 2.1.20 **Leaseholder** shall mean a grantee or person or other legal entity holding a valid lease or licence of occupation with the federal crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railways, and shall mean Jasper National Park of Canada in respect of lots or parcels held by the Crown;
- 2.1.21 **Motor Vehicle or (Vehicle)** has the same meaning as in the *Traffic Safety Act*, as amended;
- 2.1.22 **Municipality** shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.23 **Night** means the period commencing one hour after sunset and ending one hour before the following sunrise;
- 2.1.24 **Objectionable noise** means any sound caused by or emanating from a motor vehicle that annoys or disturbs humans or endangers the health and safety of humans;
- 2.1.25 **Parade or Procession** shall mean any group of Pedestrians (except a wedding or funeral procession) numbering ten (10) or more and ambulating in any fashion whatsoever with the intent of bringing attention to a cause, concern, issue, circumstance or matter or with the intent or consequence of disrupting the orderly flow of pedestrian or vehicular traffic, or any group of vehicles (excepting a wedding or funeral procession);
- 2.1.26 **Park or Parking** means allowing a Vehicle, whether occupied or not, to remain standing in one place, except:
- 2.1.26.1 when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers in a place designated for such purpose by the CAO and within the time restrictions the CAO may establish for the use of that place; or
  - 2.1.26.2 when complying with a direction given by a Peace Officer or Traffic Control Device;
- 2.1.27 **Parking Permit** means a parking permit issued by the Chief Administrative Officer or designate in accordance with this bylaw.
- 2.1.28 **Peace Officer** means:
- 2.1.28.1 a member of the Royal Canadian Mounted Police;



- 2.1.28.2 a Community Peace Officer as appointed by the Solicitor General of Alberta;  
or
- 2.1.28.3 a person appointed as a bylaw enforcement officer pursuant to the *Municipal Government Act*, as amended;
- 2.1.28.4 a park warden appointed pursuant to the *Canada National Parks Act*, as amended, while that person is in the exercise or discharge of that person's powers or duties in a national park established under that Act;
- 2.1.29 **Pedestrian** shall mean an individual afoot or an individual in a wheeled conveyance for the handicapped;
- 2.1.30 **Person** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative;
- 2.1.31 **Private Passenger Vehicle** means a vehicle used solely for personal transportation:
- 2.1.31.1 including the carriage of goods intended for the use or enjoyment of the owner of the vehicle or members of the owner's household; but
- 2.1.31.2 not including, in respect of a person's business, work or employment, the carriage of passengers or of goods, except for sample cases or display goods that are conveyed by a sales person and that are not for delivery or resale;
- 2.1.32 **Public Place** shall include any publicly owned park, parkway, square or other place to which the public is permitted access by right or by express or implied invitation;
- 2.1.33 **Recreational Vehicle** means a vehicle or trailer intended for use as overnight accommodation for person or persons;
- 2.1.34 **Rental Vehicle** shall mean a vehicle or trailer offered to the public for rental for a fee and intended to be rented by a member of the public and operated by that person;
- 2.1.35 **Roadway** means that part of a Highway intended for use by vehicular traffic including parking areas;
- 2.1.36 **Sidewalk** means that part of a Highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a Highway between:
- 2.1.36.1 the curb line; or
- 2.1.36.2 where there is no curb line, the edge of the Roadway, and the adjacent property line, whether or not it is paved or improved;
- 2.1.37 **Street Furniture** includes items such as poles, traffic control devices, waste receptacles, benches, bus enclosures, trees, plants, grass, utilities, planters, bicycle racks, newspaper boxes or any other similar property placed on a Sidewalk or Highway;
- 2.1.38 **Town** shall mean the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13<sup>th</sup>, 2001;
- 2.1.39 **Traffic Control Device** shall mean any sign, signal, marking or device placed, marked or erected under the authority of the *Traffic Safety Act* (Alberta), as amended, or this Bylaw for the purpose of regulating, warning or guiding traffic and includes any Traffic Control Device manually, electrically or mechanically operated, by which traffic is directed to stop and to proceed;
- 2.1.40 **Trailer** means a vehicle so designed that it may be attached to or drawn by a Motor Vehicle and intended to transport property or persons, but does not include machinery or equipment used in the construction or maintenance of Highways;
- 2.1.41 Words importing the masculine gender only include the feminine gender whenever the context so requires and vice versa;
- 2.1.42 Words importing the singular shall include the plural and vice versa whenever the context so requires.

### 3. AUTHORITY

- 3.1 The *Traffic Safety Act* (Alberta), as amended, shall regulate and control traffic in the Town.
- 3.2 Council may, at its discretion:
  - 3.2.1 designate locations where Vehicles are required to stop;
  - 3.2.2 designate any Roadway as one to be divided into traffic lanes in such numbers as it considers proper;
  - 3.2.3 designate any Roadway as a one-way Roadway;
  - 3.2.4 designate "School Zones" or "Playground Zones" under the *Traffic Safety Act* (Alberta), as amended;
  - 3.2.5 regulate or prohibit the stopping or parking of Vehicles, or any class thereof, including the designation of areas of Roadways and municipal parking lots where parking is reserved for people holding parking permits, where parking is permitted or not permitted for a period of time, where angle parking is permitted or where parking is reserved for a particular category of Persons;
  - 3.2.6 designate load limits or dimension limits for Vehicles or any class thereof, and the prohibition on any Roadway of Vehicles exceeding these limits;
  - 3.2.7 limitations on the hours during which a Roadway may be used, subject to the rights of ingress and egress to and from a leasehold by the Lessee and the Lessee's invitees;
  - 3.2.8 adopt Pedestrian traffic regulations;
  - 3.2.9 designate locations of taxi or cab stands; and
  - 3.2.10 regulate in any other manner the use of a Roadway by Vehicles and Pedestrians consistent with the *Traffic Safety Act* (Alberta), as amended, the *Municipal Government Act*, as amended, and the safe, orderly and efficient circulation of Vehicles and Pedestrians.
- 3.3 The CAO is hereby delegated the authority to cause to mark or erect Traffic Control Devices as required in order to give effect to the direction of Council in Section 3.2 herein.
- 3.4 No Person other than the CAO or his designate shall mark or erect any Traffic Control Device or remove or deface any Traffic Control Device.
- 3.5 Traffic Control Devices located by the CAO pursuant to this Bylaw shall be deemed to have been made by Bylaw of the Municipality and the CAO is to maintain a record of all such locations which shall be open to public inspection during normal business hours.
- 3.6 Except as otherwise provide in this Bylaw, the CAO is hereby delegated the authority to:
  - 3.6.1 prescribe where Traffic Control Devices, either permanent or temporary, are to be located;
  - 3.6.2 designate crosswalks upon any Highway in the Town, and to mark same;
  - 3.6.3 establish vehicle speed limits within the Town and to cause Traffic Control Devices to be erected indicating those speed limits;
  - 3.6.4 designate Intersections or other places on a Highway in the Town as a place at which no left hand turn or no right hand turn or both may be made, and shall cause the said place to be signed, barricaded or otherwise restricted;
  - 3.6.5 designate Intersections or other places on a Highway in the Town as a place at which no U-turn may be made, and shall cause the said place to be signed, barricaded or otherwise restricted;
  - 3.6.6 direct the temporary closure of a Roadway or a part of a Roadway to Vehicles or any class thereof for the purpose of facilitating construction, building moving, community events, or Parades and Processions;

- 3.6.7 except as otherwise directed by Council under this Bylaw, regulate and control the use of all Roadways, Sidewalks and Public Places in the Town subject to the *Traffic Safety Act* (Alberta), as amended.
- 3.7 The CAO may delegate his authority to departmental staff for the administration of this Bylaw.
- 3.8 Prosecutions and fines shall be determined pursuant to the provisions of the *Traffic Safety Act* (Alberta), as amended and the *Provincial Offences Procedure Act* (Alberta), as amended unless a different prosecution or fine is prescribed by this Bylaw.

#### **4. POWERS OF PEACE OFFICERS AND BYLAW ENFORCEMENT OFFICERS**

- 4.1 Any Peace Officer or Bylaw Enforcement Officer is hereby authorized to remove or cause to be removed any Vehicle or Trailer:
  - 4.1.1 parked or left at a standstill in contravention of this Bylaw; or
  - 4.1.2 where emergency conditions may require such removal from a Roadway.
- 4.2 A Vehicle removed may be removed to a place designated by the CAO where it will remain impounded until claimed by the Owner thereof or his authorized agent.
- 4.3 No impounded Vehicle shall be released to its owner or his agent until the impound charges and removal charges on the Vehicle are paid to the Authorized Agent; such charges shall be in addition to any fine or penalty imposed in respect of any such violation.
- 4.4 The Municipality of Jasper is not responsible for towing charges.
- 4.5 In the event that an Owner of an impounded Vehicle does not claim such Vehicle, storage and removal charges may be collected pursuant to the provisions of the *Traffic Safety Act* (Alberta) as amended.
- 4.6 In the event that an Owner of any Vehicle not impounded but located on lands held by the Municipality under lease or licence of occupation does not claim such Vehicle upon reasonable notice to do so by the CAO, the storage and removal charges may be collected pursuant to the provisions of the *Municipal Government Act*, as amended.
- 4.7 Any Peace Officer or Bylaw Enforcement Officer when enforcing the provisions of the *Traffic Safety Act* (Alberta) as amended, or this Bylaw, may place an erasable chalk mark on the tire of a parked or stopped Vehicle without that person or the Municipality incurring any liability for doing so.
- 4.8 Any Peace Officer or Bylaw Enforcement Officer when enforcing the provisions of the *Traffic Safety Act* (Alberta) as amended, or this Bylaw, in respect of the operation of a Bicycle or a skateboard and at the time of issuance of an Offence Ticket pursuant to such enforcement is hereby authorized to seize such Bicycle or skateboard and shall return such Bicycle or skateboard to its rightful owner upon payment of said Offence Ticket or upon the setting aside of such Offence Ticket by a court of competent jurisdiction.
- 4.9 Any Bicycle or skateboard seized pursuant to section 4.8 herein and not returned within one calendar year of such seizure pursuant to Section 4.8 herein shall be disposed of using the same process and by the same mechanisms with which the Municipality of Jasper disposes of unclaimed found items.
- 4.10 Any bicycle that is placed in a bicycle rack or attached to a Traffic Control Device owned by the Municipality may be removed by any Peace Officer or Bylaw Enforcement Officer when the Bicycle has been left for a period exceeding 96 hours. Any Bicycle that has not been claimed shall be disposed of after 90 days.

#### **5. OPERATION OF VEHICLES**

- 5.1 All Persons owning or operating Vehicles shall comply with all Traffic Control Devices authorized under this or any other Bylaw of the Municipality. The penalties for breaches of this Bylaw shall be the amounts set out in Schedule "A", unless specified otherwise in this Bylaw, any other Bylaw of the Municipality, or the *Traffic Safety Act* (Alberta), as amended.
- 5.2 Any Vehicle in a funeral Procession, except the lead Vehicle, may during daylight hours enter an intersection without stopping if:
  - 5.2.1 the headlights are alight;

- 5.2.2 the Vehicle is travelling immediately behind the Vehicle in front of it so as to form a continuous line of traffic; and
- 5.2.3 the passage into the intersection can be made in safety.
- 5.3 The speed limit on all Roadways in the Town shall be 30 kilometres per hour except as listed in Schedule "B" to this Bylaw.
- 5.4 Subject to Section 14.1 herein, no Owner, Driver or Operator shall stop a Vehicle or permit a Vehicle to be left upon any Roadway in such a manner as to obstruct traffic thereon.
- 5.5 When an obstruction due to an Owner, Driver or Operator stopping a Vehicle or permitting a Vehicle to be left upon any Roadway in such a manner as to obstruct traffic thereon is unavoidable due to mechanical failure of such Vehicle the Owner, Driver or Operator thereof will not be in breach of Section 5.4 herein provided he promptly takes measures to remove such Vehicle from the Roadway.
- 5.6 No person shall apply or engage engine retarder brakes within the limits of the Town.
- 5.7 No person shall create objectionable noise and in determining what constitutes objectionable noise from within or outside a Vehicle considerations may be given, but are not limited to:
  - 5.7.1 a Vehicle engine or exhaust system when such noises or sounds are loud, roaring or explosive;
  - 5.7.2 a Vehicle horn or other warning device except when authorized by law;
  - 5.7.3 a Vehicle operated in such a manner that the tires squeal;
  - 5.7.4 a load or tow of a Vehicle which causes a banging, clanking, squealing, or other like noise or sound due to improperly secured load or equipment, or inadequate maintenance;
  - 5.7.5 a radio, television, tape player or other sound playback device, amplification equipment or a musical instrument, which can easily be heard by a person outside the motor Vehicle.
- 5.8 If objectionable noise is caused by or emanates from a Vehicle parked on a Highway, the registered owner of that Vehicle is guilty of that offence.
- 5.9 Section 5.7 does not apply to persons participating in an authorized Parade or operating emergency vehicles.

## **6. RIGHTS AND DUTIES OF PEDESTRIANS**

- 6.1 No Pedestrian shall crowd or jostle other Pedestrians in such a manner as to create or cause discomfort, disturbance or confusion.
- 6.2 No Person shall stand in a group of 3 or more persons so near to each other on any Roadway or Sidewalk as to obstruct the entrance to land or buildings or to obstruct or prevent other Persons using such Roadway or Sidewalk and forthwith after a request has been made by a Peace Officer or a Bylaw Enforcement Officer the Person or Persons shall disperse and move away.
- 6.3 No Person shall so conduct himself or otherwise position himself on a Roadway or Sidewalk in such a manner as to obstruct vehicular or pedestrian traffic or as to inconvenience any other Person upon the Roadway or Sidewalk.
- 6.4 A Pedestrian shall cross a Roadway only in Crosswalks where such are designated and when Crosswalks are not so designated a Pedestrian shall cross Roadways at Intersections.
- 6.5 Notwithstanding Section 6.4 herein no person shall cross a Roadway at an Intersection if a Traffic Safety Device prohibits such crossing.
- 6.6 Where a rail crossing is controlled by gates, lights, bells, pedestrian lights, or any combination thereof, a person shall not cross the rail track while the control devices are activated indicating that crossing is not permitted.
- 6.7 No Person shall stand upon or walk along a Roadway for the purpose of soliciting a ride from the driver of any Vehicle.

## 7. PARKING

- 7.1 Unless required or permitted by this Bylaw or by a Traffic Control Device, or in compliance with the directions of a Peace Officer or a Bylaw Enforcement Officer, or to avoid conflict with other traffic, an Operator or Owner shall not stop or park or permit his Vehicle to be stopped or parked;
- 7.1.1 on a Sidewalk or Boulevard;
  - 7.1.2 on a Crosswalk or on any part of a Crosswalk;
  - 7.1.3 within an Intersection other than immediately next to the curb in a "T" intersection;
  - 7.1.4 at an Intersection nearer than 5 meters to the projection of the corner property line immediately ahead or immediately to the rear, except when his Vehicle is parked in the space where a Traffic Control Device indicates parking is permitted;
  - 7.1.5 within 5 meters on the approach to a stop sign or a yield sign;
  - 7.1.6 on a Roadway within 2.5 meters of any fire hydrant or, when the hydrant is not located at the curb, within 2.5 meters of the point on the curb nearest the hydrant;
  - 7.1.7 within 1.5 meters of an access to a garage, private road or driveway or a Vehicle crossway over a Sidewalk;
  - 7.1.8 within 5 meters of the near side of a marked Crosswalk;
  - 7.1.9 alongside or opposite any street excavation or obstruction when stopping or parking would obstruct traffic;
  - 7.1.10 on any bridge or in any underpass or on the approaches to either of them;
  - 7.1.11 at any other place where a Traffic Control Device prohibits stopping or parking, during the time stopping or parking is so prohibited;
  - 7.1.12 on the Roadway side of a Vehicle parked or stopped at the curb or edge of the Roadway;
  - 7.1.13 at or near the site of any fire, explosion, accident or other incident, if stopping or parking would obstruct traffic or hinder Peace Officers, Bylaw Enforcement Officers, members of the Fire Department, ambulance drivers, rescue officers or any of their assistants;
  - 7.1.14 along the route of any Roadway where stopping or parking has been prohibited by the marking of curbs with yellow paint;
  - 7.1.15 on a Roadway where traffic is designated as two-way, in the opposite direction of the Vehicle traffic;
  - 7.1.16 in excess of a time period specified by Council on any Roadway or in any parking lot controlled by the Municipality where parking is permitted, or
  - 7.1.17 in a parking lot or a parking lane in any area other than that wholly within the limits of a parking space designated by lines painted or marked upon the surface of the parking lot or parking lane.
  - 7.1.18 where signage indicating municipal work will be conducted on a certain day has been placed, municipal work shall include and is not limited too road and streets maintenance and snow removal. The parking restriction shall be in place for the 24 hour period of the advertised day.
  - 7.1.19 in excess of 72 consecutive hours on any Highway or in any parking lot in the Town controlled by the Municipality
  - 7.1.20 unattended on a Highway while it is supported by a jack or similar device.
- 7.2 Notwithstanding anything to the contrary in this Bylaw, the CAO may cause to be placed on or near a Roadway, signs which read "No Parking," or contain thereon a similar international symbol and :

- 7.2.1 After such signs are placed on or near a Roadway, no Person shall park or leave a Vehicle in contravention of such sign. The Owner of a Vehicle which is parked or left in contravention of such a sign is guilty of an offence and such a Vehicle may be removed pursuant to the provisions of this Bylaw; and
- 7.2.2 No Vehicle shall be in contravention of such sign unless the Municipality has provided notice of the parking prohibition of not less than 24 hours' notice.
- 7.3 Where a Traffic Control Device restricts the parking of Vehicles to a number of minutes or hours, it shall be an offence for an Owner or Operator to park or permit to be parked a Vehicle in excess of the time so designated and marked on the Traffic Control Device; and
  - 7.3.1 after the issuance of a Traffic Tag to a Vehicle for the first violation of subsection 7.3 herein and if a Vehicle remains parked in excess of the time permitted on the Traffic Control Device for a further period in excess of the time permitted, a second offence shall be deemed to have occurred;
  - 7.3.2 where a Traffic Control Device restricts the parking time that a Commercial Vehicle, bus or taxi may be parked or left at a standstill to a number of minutes or hours, it shall be an offence for an Owner or Operator to park or permit parking of a Commercial Vehicle, bus or taxi in excess of the time so designated and marked on the Traffic Control Device; and
  - 7.3.3 after the issuance of an Offence Ticket to a Commercial Vehicle, bus or taxi for the first violation of subsection 7.3.2 herein and if a Commercial Vehicle, bus or taxi remains parked in excess of the time permitted on the Traffic Control Device for a further period in excess of the time permitted, a second offence shall be deemed to have occurred.
- 7.4 Parking in Alleys within the Town shall not be permitted unless otherwise posted, but Alleys may be used for:
  - 7.4.1 loading or unloading of goods from a Commercial Vehicle for a period not exceeding thirty (30) minutes, during all of which the Owner or Operator of the Vehicle must be present, and during all of which the Owner or Operator shall not allow the Commercial Vehicle to unnecessarily impede traffic, or
  - 7.4.2 loading or unloading of goods or passengers from a Vehicle for a period not exceeding five (5) minutes or, if the Vehicle does not impede traffic flow in the Alley, thirty (30) minutes.
- 7.5 No Owner or Operator shall park or permit to be parked a Vehicle in any loading zone marked with a Traffic Control Device for a period of time greater than that indicated on the Traffic Control Device.
- 7.6 No Owner or Operator shall park or leave or permit to be parked or left a Vehicle on private land or a Roadway, in a space reserved for disabled persons parking which has been so designated by a Traffic Control Device erected by the Municipality or the Leaseholder, tenant, or his agent, as the case may be, unless such person has marked the Vehicle with an appropriate symbol indicating it is a disabled person's Vehicle; and
  - 7.6.1 any Vehicle not displaying Sign IC-14, as specified in the Canadian Manual of Uniform Traffic Control Devices, and parked in a space reserved for disabled persons, shall be deemed to be in contravention of this section and may be impounded and removed; and
  - 7.6.2 an Owner or Operator of a Vehicle in violation of the provisions of this section shall be subject to a fine as set out in Schedule "A".
- 7.7 Notwithstanding any other provision of this Bylaw, no Owner or Operator shall park or permit to be parked any Vehicle or Trailer which singly or together exceeds 7.5 meters in overall length upon any Roadway in the Central Business District, except pursuant to Sections 7.4 and 7.8 herein.
- 7.8 A Vehicle which exceeds 7.5 meters in length or a Vehicle with any type of Trailer attached thereto which in combination exceeds 7.5 meters in length shall not be parked:
  - 7.8.1 on any Roadway within the Central Business District;
  - 7.8.2 on any Roadway not within the Central Business District for a period exceeding 48 hours; or

- 7.8.3 in contravention of Section 7.20 herein.
- 7.9 Where parallel parking is allowed, a Person shall park his Vehicle with the sides of it parallel to the curb or edge of the Roadway:
- 7.9.1 with the right hand wheels of the Vehicle not more than 500 millimetres from the right-hand curb or edge of the Roadway; or
- 7.9.2 in the case of a one-way Roadway where parking on either side is permitted, with the Vehicle wheels closest to a curb or edge of the Roadway not more than 500 millimetres from that curb or edge and with the Vehicle facing the direction that travel is authorized for on that Roadway.
- 7.10 No Owner or Operator shall park or permit to be parked a Vehicle in a place where a Traffic Control Device indicates that parking is restricted to a special class of Vehicle only, unless the Vehicle falls within the designated special class for that place. For the purpose of this section, special classes shall include but are not limited to:
- 7.10.1 small Vehicles (cars having a wheelbase of 270 cm or less);
- 7.10.2 electric Vehicles;
- 7.10.3 police Vehicles;
- 7.10.4 Buses;
- 7.10.5 Commercial Passenger Vans;
- 7.10.6 Commercial Passenger Vehicles;
- 7.10.7 disabled persons' Vehicles;
- 7.10.8 motorcycles;
- 7.10.9 taxis;
- 7.10.10 Recreational Vehicles; and
- 7.10.11 horse drawn carriages.
- 7.11 Notwithstanding anything herein contained the provisions relating to stopping or parking of Vehicles do not apply to:
- 7.11.1 emergency Vehicles;
- 7.11.2 vehicles engaged in road or building construction, or the servicing of utilities including telephone systems, electric systems, natural gas systems, water and sewer systems, roads and streets, garbage systems and cable vision systems;
- 7.11.3 municipal and other government public works Vehicles; and
- 7.11.4 towing service Vehicles while any such Vehicle is being used in work requiring that it be stopped or parked.
- 7.12 Where the Operator of a Vehicle stops, stands or parks pursuant to Section 7.11 herein contrary to other provisions of this Bylaw, he shall take due precautions to indicate the presence of such Vehicle on a Roadway while so parked or stopped.
- 7.13 No Person shall park a Vehicle or a Trailer on a Roadway for the purpose of overnight accommodation and or camping.
- 7.14 No Owner or Person shall park or permit to be parked an un-rented Rental Vehicle on any Roadway or in any parking lot in the Town controlled by the Municipality, and every Owner or Person so doing shall be deemed guilty of an offence and shall be liable upon conviction to a fine as provided in Schedule 'A' attached hereto.
- 7.15 In every case of an offence committed pursuant to Section 7.14 herein, each 24 hour period in which the offence continues shall be deemed a new offence.
- 7.16 No person shall park or permit to be parked any Vehicle on private property without the lessee's consent and permission, or in contravention of signage posted by the lessee and

- which clearly identifies parking prohibitions including but not limited to location, time, type of vehicle, or class of vehicle.
- 7.17 Any vehicle found in contravention of Section 7.16 may be removed by the CAO on request of the property owner or his designate at the violator's expense.
- 7.18 No Owner or Person shall park any Trailer or Recreational Vehicle, whether designed for occupancy by persons or for the carrying of goods or equipment, upon any highway unless such Trailer or Recreational Vehicle is attached to a Vehicle by which it may be propelled or drawn and when so attached the Trailer or Recreational Vehicle shall be deemed to be part of such Vehicle and subject to the regulations pertaining to Vehicles.
- 7.19 Subject to the provisions contained elsewhere in this Bylaw the owner of a Trailer used for the purposes of construction for which a Parks Canada permit has been issued may by application to the CAO be granted an exemption to the provisions of Section 7.18 herein.
- 7.20 An Owner or operator of a Trailer or Recreational Vehicle for which the vehicle registration shows a Municipality of Jasper address shall not park the Trailer or Recreational Vehicle on a Roadway in the Town, except in the area of the roadway immediately adjoining the Owner or operator's place of residence and for not more than seventy-two (72) consecutive hours in the period between and including May 1st and October 31st of each year, and providing the Trailer or Recreational Vehicle does not extend past the owner's property boundary to Roadway adjoining an adjacent property.
- 7.21 No Owner or Person operating a Motor Vehicle shall leave the Motor Vehicle stopped in a Controlled Pay Parking Zone:
- 7.21.1 without immediately making the required payment in accordance with the instructions given by the cellular phone payment service, payment terminal or other payment service as may be designated by the Municipality;
- 7.21.2 for longer than the period of time for which payment is made; or
- 7.21.3 contrary to the terms and conditions of any Parking Permit issued by the CAO for parking in a Controlled Paid Parking Zone.
- 7.22 Where parallel parking is permitted, and in accordance with Motor Vehicle and Trailer overall length restrictions herein, a Motor Vehicle or combination of a Motor Vehicle and attached Trailer may be parked in two adjoining spaces both parallel to the curb in a Controlled Pay Parking Zone, if the Owner or Person operating the Motor Vehicle has registered payment for both the Motor Vehicle and the Trailer.
- 7.23 A Motor Vehicle for which a valid and subsisting Parking Permit has been issued may be parked in a Controlled Paid Parking Zone and be exempt from section 7.21.1, provided the Motor Vehicle is parked in accordance with the conditions of the permit and in the zone for which the Parking Permit was issued.
- 7.24 No Owner or Person operating a Motor Vehicle shall park in a Controlled Resident Parking Zone without a valid Parking Permit.
- 7.25 The Owner of a Motor Vehicle that:
- 7.25.1 has a valid vehicle registration;
- 7.25.2 has a proof of a physical address in Jasper satisfactory to the CAO; and
- 7.25.3 meets the eligibility requirements established by the CAO,
- is eligible to apply for a Parking Permit in the form prescribed by the CAO.
- 7.26 Any Person who relies on a Parking Permit has the onus of proving that they were the holder of a valid and subsisting Parking Permit.

## **8. BUSES AND COMMERCIAL VEHICLES**

- 8.1 No Person shall park or permit to be parked in the Town any Bus except:
- 8.1.1 in loading zones designated by the CAO for passenger drop-off and pick-up, and subject to the restrictions determined by the CAO and so marked with a sign; or



- 8.1.2 when loading or unloading passengers for a period not exceeding ten (10) minutes, during all of which the Owner or Operator of the Bus must be present, and during all of which the Owner or Operator shall not allow the Bus to unnecessarily impede traffic; or
  - 8.1.3 between the hours of 06:00 and 22:00 daily on public Roadways and in public parking areas in the Town in which signage does not prohibit the parking of Buses; and
  - 8.1.4 no person shall park a bus in the area of the Town designated at the Central Business District except as provided for in Sections 8.1.1 and 8.1.2 herein.
- 8.2 No Person shall park or permit to be parked in the Town any Commercial Vehicle which exceeds 7.5 meters in length or a Commercial Vehicle with any type of Trailer attached thereto which in combination exceeds 7.5 meters in length except:
- 8.2.1 between 06:00 and 22:00 daily; and
  - 8.2.2 on Roadways outside of the area designated as the Central Business District or in public parking areas in which signage does not prohibit the parking of Vehicles 7.5 meters in length or greater or
  - 8.2.3 except as otherwise provided in this Bylaw.
- 8.3 No Person shall park or permit to be parked between the hours of 7:00 and 21:00 daily in the Town any Vehicle operating as or designated as a taxi or a Vehicle for hire except in those areas designated by Council as Taxi Stands and so marked by the CAO unless otherwise directed by a Bylaw Enforcement Officer.
- 8.4 No Person operating a taxi or a Vehicle for hire between the hours of 7:00 and 21:00 daily shall solicit passengers on any Roadway or Sidewalk other than a Roadway or Sidewalk at or adjacent to such places as are designated by Council pursuant to Section 8.3 unless otherwise directed by a Bylaw Enforcement Officer.
- 8.5 No Person operating a taxi or a Vehicle for hire shall park or permit to be parked a taxi or vehicle for hire on any roadway or off-street public parking operated by the Municipality for periods not exceeding four (4) hours.

## 9. PROHIBITED VEHICLES

- 9.1 The following Vehicles are prohibited from using Roadways in the Town without the Owner or Operator being in possession of a permit issued in accordance with this Bylaw:
- 9.1.1 any Vehicle or Trailer having metal spikes, lugs, cleats or bands projecting from the surface of the wheel or tire of such Vehicle other than tire chains;
  - 9.1.2 any Vehicle or Trailer having a caterpillar track or skids;
  - 9.1.3 any Vehicle or combination of Vehicles being operated for the purpose of moving a building; and;
  - 9.1.4 any Vehicle deemed to be overweight under the provisions of the *Traffic Safety Act* (Alberta), as amended.
- 9.2 No Person shall operate a prohibited Vehicle as described in Section 9.1 herein without first obtaining from the CAO a permit to do so, which permit may be refused, and without first paying to the Municipality the Prohibited Vehicle Permit fee specified in Schedule "C".
- 9.3 Any applicant desiring to obtain a permit under Section 9.2 herein shall make application in writing to the CAO providing the following information:
- 9.3.1 the nature of the Vehicle to be moved;
  - 9.3.2 the name, manufacturer and model of the Vehicle;
  - 9.3.3 the style and number of wheels and axles or, if wheels and axles are not present, the description of the caterpillar track or skids;
  - 9.3.4 the weight of the vehicle;
  - 9.3.5 the origin, destination and particulars of the proposed route and;

- 9.3.6 such other information as the CAO may determine is required.
- 9.4 Coincident with issuance of a permit pursuant to Section 9.2 herein, the applicant shall enter into an agreement to pay all damages caused to any Roadway or any works made or done over, upon or under the same, as a result of the operation and conveyance or movement of the prohibited Vehicle or machinery covered by the permit.
- 9.5 No Person shall operate a Prohibited Vehicle contrary to the provisions of a permit issued pursuant to Section 9.2 herein, and in a permit issued pursuant to Section 9.2 herein, the CAO may:
- 9.5.1 specify the route to be taken; and
  - 9.5.2 specify the precautions required to protect the Roadway along the route including:
    - 9.5.3 the laying down of planks, rubber tires or other materials to protect pavement or Crosswalks;
    - 9.5.4 timbering to protect bridges or culverts;
    - 9.5.5 specifying the hours during which movement shall take place; and
    - 9.5.6 specifying such other conditions as he deems necessary for the protection of Roadways.
- 9.6 Notwithstanding anything contained herein, the CAO may at his discretion from time to time specify maximum vehicle weights of less than those prescribed by the *Traffic Safety Act (Alberta)*, as amended.

## **10. OTHER VEHICLES**

- 10.1 Other Vehicles may be operated on Roadways within the Town.
- 10.2 Notwithstanding Section 10.1 herein, the CAO may from time to time, and upon reasonable public notice, put into operational conditions with respect to the operation of pedicabs, rickshaws or horse-drawn vehicles including but not limited to:
- 10.2.1 the streets or portions thereof on which a pedicab, rickshaw or horse-drawn vehicle may be operated;
  - 10.2.2 the time or times during which the pedicab, rickshaw or horse-drawn vehicle may be operated;
  - 10.2.3 the stopping or parking of pedicabs, rickshaws or horse-drawn vehicles on a Roadway;
  - 10.2.4 the loading and discharging of passengers on a Roadway and;
  - 10.2.5 such other reasonable conditions as he may deem appropriate.
- 10.3 No Person shall operate a pedicab, rickshaw or horse drawn vehicle in a manner which is contrary to the conditions of operation pursuant to Section 10.2 herein.
- 10.4 The owner or operator of each horse drawn vehicle shall be responsible for the cleaning of any horse defecation on the streets of Jasper and shall be responsible for the cleaning of such defecation forthwith. Failure to comply may result in the Municipality of Jasper cleaning the affected area(s) for the cleaning of the streets and the owner or operator shall reimburse the Municipality of Jasper for the cost(s) thereof.

## **11. IDLING**

- 11.1 No person shall park and idle a Vehicle in the Town of Jasper
- 11.2 The provisions of this Bylaw relating to stopping or parking of Vehicles and the restriction of Idling Vehicles do not apply to any of the following Vehicles while being used in work requiring that the Vehicle be stopped or parked and Idling:
- 11.2.1 the operation of any Vehicle held stationary by a Traffic Control Device;
  - 11.2.2 necessary operations for the loading or unloading of a Commercial Vehicle;

- 11.2.3 providing heating, air-conditioning or refrigeration necessary for the preservation of perishable goods or cargos carried by or contained in a Commercial Vehicle or an Emergency Vehicle;
- 11.2.4 maintaining emergency lights, communications equipment, computer equipment or other emergency equipment, whether in respect of an Emergency Vehicle or not, during any time the operator or passengers of such Vehicle are involved in a response to an emergency or, in the case of an Emergency Vehicle, at any time the operator or passengers of such Vehicle are involved in training for emergency responses;
- 11.2.5 maintaining emergency lights, communications equipment, computer equipment or other emergency equipment in respect of a Vehicle operated by a Peace Officer during his or her duties at any time such Peace Officer is involved in a law enforcement activity;
- 11.2.6 operating systems or equipment necessary for the secure functioning of armoured Vehicles;
- 11.2.7 excavation, winching, hauling, lifting, lowering, erecting, mixing, cleaning, painting, pouring, pumping, packing, tamping, cutting, or other similar activities;
- 11.2.8 delivering necessary medical care to a Vehicle occupant;
- 11.2.9 maintaining interior temperatures in a Commercial Vehicle engaged in embarking or disembarking passengers;
- 11.2.10 removing frost, mist or condensation present on the windshield of a Vehicle or Mobile Equipment; or
- 11.2.11 when operation of the internal combustion engine in such Vehicle is necessary for the servicing, repair or maintenance of such Vehicle or necessary for the servicing, repair or maintenance of some other Vehicle.

## **12. BICYCLES**

- 12.1 Unless the context otherwise requires, a Person operating a bicycle on a Roadway has all of the rights and is subject to all of the duties that any Vehicle Operator has under this Bylaw and the *Traffic Safety Act* (Alberta) as amended.
- 12.2 Every Person riding a bicycle on a Roadway shall ride as close as possible to the right hand edge or curb of the Roadway and when riding with other persons shall not ride more than two abreast.
- 12.3 Every Person operating a bicycle on a Roadway shall ensure that his bicycle is equipped in accordance with the *Traffic Safety Act* (Alberta) as amended.
- 12.4 Every Person under the age of 18 years shall wear a Canadian Standards Association approved helmet while operating a bicycle.
- 12.5 Every Parent or Guardian of a Person under the age of 18 shall take all reasonable steps to ensure that a helmet is worn pursuant to Section 12.4 herein and the onus shall be upon such Parent or Guardian to prove that they have taken the appropriate steps to ensure that the person under the age of 18 years wears a helmet.

## **13. USE OF SIDEWALKS**

- 13.1 Except as otherwise provided in this section, no Person shall, on or along a Sidewalk, footpath, walkway or boulevard:
  - 13.1.1 drive, draw or push any Vehicle;
  - 13.1.2 ride a horse;
  - 13.1.3 ride a Vehicle of any description or;
  - 13.1.4 draw or push a Vehicle of any description other than a bicycle.
- 13.2 Notwithstanding the provisions of Section 13.1, a Person may draw, push or propel on or along a Sidewalk, footpath or walkway in such a way as not to obstruct the Sidewalk, footpath or walkway:

- 13.2.1 a wheeled shopping cart or other grocery carrier;
  - 13.2.2 a wheeled device for carrying a child, an invalid or a handicapped person;
  - 13.2.3 a child's tricycle or bicycle equipped with training wheels or;
  - 13.2.4 rollerblades or a bicycle, scooter, coaster, strider bike or skateboard when such devices are operated by a person ten (10) years of age or less.
- 13.3 No person shall skateboard, rollerblade or operate a scooter or bicycle on any Sidewalk in the Central Business District unless such person is ten (10) years of age or less and is accompanied by an adult.
- 13.4 Section 13.3 herein does not apply to crossing a Sidewalk in a place where there is a lane or a prepared crossing or where permission has been granted for such purpose.
- 13.5 No Person shall place upon a Sidewalk, footpath or walkway or allow to be placed on a Sidewalk, footpath or walkway any object that obstructs or otherwise limits use and access of the Sidewalk, footpath or walkway by pedestrians.
- 13.6 Any Person having placed or allowed to be placed upon a Sidewalk, footpath or walkway any object that obstructs or otherwise limits use and access of the Sidewalk, footpath or walkway by pedestrians without the authorization in writing of the CAO shall, upon direction in writing from the CAO to remove said object, remove said object immediately and forthwith and if he fails to do so the CAO may remove or have removed said object and the costs of removal shall be paid to the Municipality by the owner of said object upon demand and failing payment such cost shall be charged against the property of the owner as a special assessment to be recovered in like manner as other taxes.
- 13.7 The leaseholder of any residential or commercial lot in the Town shall remove snow, leaves or other material that has accumulated on the Sidewalk bordering such lot in accordance with the following:
- 13.7.1 Any snow in excess of two (2) cm in depth on a Sidewalk shall be removed within a period of 24 hours after it has fallen;
  - 13.7.2 Any ice build-up on a Sidewalk shall be removed immediately when it comes to the attention of the Leaseholder or sub lessee, or immediately when removal is directed by the CAO;
  - 13.7.3 Any leaves or other material interfering with or endangering pedestrian traffic on a Sidewalk or creating an obstructive, dangerous or unsightly condition on a Sidewalk shall be removed immediately when such material comes to the attention of the Leaseholder or sub lessee, or immediately when removal is directed by the CAO; and
  - 13.7.4 If a Leaseholder fails to comply with the direction of the CAO as described herein, the CAO may direct employees or agents of the Municipality to remedy the situation by removing the snow, leaves or other material, and the cost thereof shall be paid to the Municipality upon demand and failing payment of such cost shall be charged against the property as a special assessment to be recovered in like manner as other taxes.

#### **14. OBSTRUCTIONS AND ENCROCHMENTS**

- 14.1 No Person shall make or place an obstruction of any kind in, upon, or above any Roadway in the Town or place any building or structure of any nature in a manner that encroaches upon any portion of a Roadway unless permission has been granted in writing by the CAO or unless such Person is:
- 14.1.1 a servant, agent or employee of the Municipality of Jasper engaged in the discharge of his duties;
  - 14.1.2 a Peace Officer or Bylaw Enforcement Officer or;
  - 14.1.3 a member of the Fire Department.
- 14.2 Every Person who is in contravention of Section 14.1 shall be guilty of an offence and shall, in addition to any other penalty, cause the removal of the obstruction or encroachment as soon as is possible after being notified to do so by the CAO and in any event within 24 hours after being notified to do so by the CAO. After the expiration of the said 24 hours, the CAO may cause the removal of the obstruction or encroachment and such removal shall be at the

expense of the Person causing, placing or permitting the obstruction or encroachment on the Roadway and such costs shall be recovered in the same manner as municipal fees and taxes.

14.3 Where an obstruction or encroachment of any kind exists in, upon, or above any Roadway or Public Place and, in the opinion of the CAO creates an unsafe condition, the Municipal Manager shall be entitled to take such measures as are required for the protection of life or property.

14.4 No Person, unless he has first obtained a permit from the CAO, shall perform construction and maintenance work on any Roadway if the work involves excavation, alteration or construction of Roadways, Sidewalks, or boulevards, and

14.4.1 the CAO may at his discretion revoke the said permit and require the Roadway to be made passable to the satisfaction of the CAO; and

14.4.2 all work performed without a permit is subject to immediate stoppage and, in addition to the specified penalty, the Person conducting the work shall make payment to the Municipality of all costs incurred by the Municipality in making the Roadway passable.

## **15. PARADES AND PROCESSIONS**

15.1 No person shall hold or take part in any Parade or Procession in the Town without first having obtained from the CAO permission for the Parade or Procession to be held, which permission may be denied.

15.2 Every participant in a Parade or Procession shall be guilty of an offence for each violation of this section.

15.3 Any Person desiring to hold a Parade or Procession within the Town shall make application for permission in writing to the CAO not less than seven (7) days before the time they desire to hold the same, and in such application shall furnish to the CAO information with respect to the following:

15.3.1 the name and address of the applicant, and if such applicant is an organization, the names and addresses and occupations of the executive thereof;

15.3.2 the nature and objects of such Parade or Procession;

15.3.3 the day, date and hours during which the Parade or Procession is proposed to be held;

15.3.4 the intended route thereof;

15.3.5 the approximate number of persons who will take part therein;

15.3.6 the approximate size, number and nature of flags, banners, placards or such similar things to be carried therein and particulars of signs, inscriptions and wording to be exhibited thereon;

15.3.7 the signatures and addresses of the person or persons who will be in control of such Parade or Procession and who will undertake to be responsible for the good order and conduct thereof; and

15.3.8 if assistance is requested from the Municipality by the applicant, details as to the nature of such requested assistance.

15.4 The CAO may require in his discretion, either a damage deposit or an indemnity in connection with the granting of permission to hold a Parade or Procession.

15.5 In the event the CAO permits a Parade or Procession, the CAO shall fix the hour and route of the Parade or Procession and give such directions to the applicants in regard to such Parade or Procession as in his opinion will prevent any unnecessary or unreasonable obstruction of the Roadway and tend to prevent a breach of the peace and the applicant shall make the necessary arrangements for the proper policing of the Roadway in connection with such Parade or Procession.

15.6 During such Parade or Procession, all Pedestrians not taking part therein shall be restricted to the use of the Sidewalk by a Peace Officer, Bylaw Enforcement Officer or other person duly authorized by the CAO to do so.

## 16. SUNDRY

- 16.1 No Person shall allow trees, hedges or shrubs on property within the Town to impede the safe and efficient circulation of Vehicles or Pedestrians.
- 16.2 The CAO may require any Person in contravention of Section 16.1 herein to remove the impediment to safe circulation of Vehicles or Pedestrians within seven (7) Clear Days of being so notified to do so. If the Person fails to comply with such notice, the CAO may direct employees or agents of the Municipality to enter upon such property to remedy the situation and the cost thereof shall be paid to the Municipality upon demand and failing payment of such cost shall be charged against the property as a special assessment to be recovered in like manner as other taxes.
- 16.3 No Person shall damage or allow to be damaged any street furniture, street signs, public utility fixtures or any other utility system or work of the Municipality.
- 16.4 No Person shall impede, obstruct or otherwise interfere with, or allow be impeding, obstructing or otherwise interfering with, any street furniture, street signs, public utility fixtures or any other utility system or work of the Municipality.
- 16.5 No Person shall deface, place or make any advertisement, legend or sign of any kind on any Roadway, Sidewalk, street furniture, or hoarding unless authorized to do so by the CAO.
- 16.6 Every Leaseholder or occupant of any premises or lot who, for the purpose of entering the premises or lot, is required to drive any Vehicle across any Sidewalk or boulevard, or both, shall cause to be constructed, at his or her expense, in place of the Sidewalk or boulevard, or both, a crossing of full width so designed and maintained as in the opinion of the CAO to be suitable for both Pedestrians using the Sidewalk or boulevard, or both, and Vehicles using the driveway, and no construction or repair of such crossing shall commence unless prior written approval has first been obtained from the CAO for the work.
- 16.7 No Person shall load or unload goods or merchandise across a Sidewalk or boulevard where loading or unloading facilities have been provided to such premises to which the goods are being delivered or from which they are being taken.
- 16.8 No Person shall place or permit to be placed any sign upon privately held property indicating that no parking is permitted on a Roadway adjacent to such property.
- 16.9 No Person other than a Municipal employee or Municipal contractor in the normal course of his duties shall mark any curb with paint or similar substance indicating that no parking is permitted.
- 16.10 No Person shall park or drive any motor Vehicle upon any land held by the Municipality under a Lease, Licence of Occupation or a land use agreement with the Parks Canada Agency, which the Municipality uses or permits to be used as a playground, recreation area or public park, except on such part thereof as the CAO may designate for Vehicular parking in writing or by a sign or signs. Town employees or agents of the Town in the performance of their duties are exempt from this section.
- 16.11 No Person shall place or leave on, across or over any part of a Town street or Sidewalk, a cord or cable preventing safe movement of Pedestrian or Vehicular traffic.
- 16.12 No Person shall discharge or dispose of liquid or solid waste matter from a Trailer or Vehicle on a Roadway.
- 16.13 Every Person operating a Vehicle within the Town of Jasper shall on the request of a Peace Officer or a Bylaw Enforcement Officer,
- 16.13.1 stop the Vehicle and provide information respecting the Vehicle; and
- 16.13.2 produce for inspection any licence, certificate, permit or pass required by this Bylaw or the laws of the Province of Alberta with respect to the operation of the Vehicle.
- 16.14 No Person shall leave a horse unattended on a Sidewalk or a Roadway.
- 16.15 No person travelling on a coaster, sled, toboggan, skis, roller skis, roller skates, rollerblades, bicycle, tricycle or toy Vehicle of any kind or similar device shall cling to or attach himself or his conveyance to a Vehicle upon a Roadway.
- 16.16 No person shall skateboard or rollerblade or operate a scooter on any Roadway in the Central Business District.

16.17 No person shall toboggan or ski on any Highway.

## **17. PROSECUTIONS**

17.1 Any Person who contravenes this Bylaw is guilty of an offence.

17.2 Persons contravening certain sections of this Bylaw shall be liable for the penalties set out in such section or set out as entered in Schedule "A" hereto.

17.3 Offence Notice Violation ("Offence Ticket") having printed wording approved by the CAO, may be issued by a Peace Officer or a Bylaw Enforcement Officer to any Person alleged to have breached any provision of this Bylaw pursuant to the provisions of the *Provincial Offences Procedure Act* (Alberta), as amended, and the said notice shall require the payment to such official in the amount specified in this Bylaw or the *Traffic Safety Act* (Alberta), as amended or the regulations pursuant to the *Provincial Offences Procedure Act* (Alberta), as amended.

17.4 When a Person served with an Offence Ticket as provided for in Section 17.3 herein and issued in respect of any section of this Bylaw with the exception of Section 7 voluntarily delivers payment to the CAO within fourteen (14) days of the date the Offence Ticket is issued, the specified penalty shall be reduced by ten (10%) percent.

17.5 Notwithstanding the provisions of Section 17.4 herein, in respect of an Offence Ticket issued pursuant to Section 7 of this Bylaw and for which the specified penalty is \$65.00, the fine shall be reduced to \$50.00 if the ticket is paid prior to the specified payment due date indicated on the ticket. In respect of any other fine amount resulting from Offence Tickets issued pursuant to Section 7 of this Bylaw and which the recipient voluntarily tenders to the CAO within fourteen (14) days of the date the Offence Ticket is issued, the specified penalty shall be reduced by ten (10%) percent.

17.6 An Offence Ticket shall be deemed to be sufficiently served:

17.6.1 if served personally on the accused; or

17.6.2 if mailed to the address of the registered Owner of the Vehicle concerned or to the Person concerned; or

17.6.3 if attached to or left securely and visibly upon a Vehicle in respect of which an offence is alleged to have been committed.

17.7 Except as otherwise provided in this Bylaw, a Person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not more than \$65.00 and, in default, such penalties as are provided for by the *Provincial Offences Procedure Act* (Alberta) as amended

## **18. NOTICE**

18.1 Any notice provided for in this Bylaw shall be in writing.

18.2 Service of any notice provided for in this Bylaw shall be made as follows:

18.2.1 personally upon the Person to be served;

18.2.2 by mailing the copy to the Person to be served by double registered mail or certified mail to the last known post office address of the Person to be served, and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the Person to be served or to any Person receiving it on his behalf; or

18.2.3 in the case of an Offence Ticket, as described in Section 17.5 herein; or

18.2.4 as directed by the Court.

## **19. SEVERANCE**

19.1 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.

19.2 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.

**20. COMING INTO EFFECT**

- 20.1 All Traffic Control Devices which are in place on the effective date of this Bylaw shall be deemed to be valid Traffic Control Devices for the purposes of this Bylaw until removed.
- 20.2 All Taxi Zones, School Zones, Playground Zones, Loading Zones, zones reserved for disabled persons' parking and Bus Zones in effect immediately prior to the coming into force of this Bylaw shall continue in effect until removed.

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

**GIVEN FIRST READING THIS 15 DAY OF MARCH 2022**

**GIVEN SECOND READING THIS 15 DAY OF MARCH 2022**

**GIVEN THIRD READING THIS            DAY OF            2022**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO



**SCHEDULE "A"  
 PENALTIES**

<b>Section</b>	<b>Description</b>	<b>Penalty</b>
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**AUTHORITY**

3.4	Deface, erect or remove any Traffic Control Device	\$150.00
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**OPERATION OF VEHICLES**

5.4	Vehicle Obstructing Traffic	\$65.00
5.6	Apply or Engage Engine Retarder Brakes	\$200.00
5.7	Create Objectionable Noise From Vehicle	\$115.00

**RIGHTS AND DUTIES OF PEDESTRIANS**

6.1	Crowd or Jostle Pedestrians	\$65.00
6.3	Pedestrian Obstructing Traffic	\$65.00
6.6	Cross Rail Crossing when not permitted	\$65.00
6.7	Solicit a Ride On Roadway	\$30.00

**PARKING**

7.1	Illegal Parking	\$65.00
7.2	Parking in Contravention of "No Parking" sign	\$65.00
7.3	Parking in Contravention of Time Limit	\$65.00
7.4.1	Illegal Parking of Commercial Vehicle in Alley	\$100.00
7.4.2	Illegal Parking of Vehicle in Alley	\$65.00
7.5	Illegal Parking in Loading Zone	\$65.00
7.6	Illegal Parking in Handicap Zone	\$250.00
7.7	Illegal Parking of Over-length Vehicle in Central Business District	\$65.00
7.8	Illegal Parking of Over-length Vehicle	\$65.00
7.10.4	Illegal Parking in Zone Restricted to Buses	\$65.00
7.10.9	Illegal Parking in Zone Restricted to Taxis	\$65.00
7.13	Parking for the Purpose of Overnight Accommodation	\$65.00
7.14	Illegal Parking of un-rented Rental Vehicle	\$100.00
7.16	Illegal Parking on Private Property	\$65.00
7.18	Park Trailer not attached to vehicle	\$65.00
7.20	RV Parked in excess of 72 hours	\$65.00
7.21	Illegal Parking in Controlled Pay Parking Zone	\$65.00
7.22	Illegal Parking in Controlled Pay Parking Zone	\$65.00
7.23	Parking in Controlled Pay Parking Zone contrary to permit conditions	\$65.00
7.24	Parking in Resident Controlled Zone without a valid Parking Permit	\$65.00
7.26	Failure to produce a valid and subsisting Parking Permit	\$65.00

**BUSES AND COMMERCIAL VEHICLES**

8.1	Illegal Parking of Bus	\$65.00
8.2	Illegal Parking of Commercial Vehicles greater than 7.5m in length	\$65.00
8.3	Illegal Parking of Taxis or Vehicle For Hire	\$65.00
8.4	Solicit Passengers on Roadway or Sidewalk	\$65.00
8.5	Taxi or Vehicle for hire parked exceeding 4 hours	\$65.00

**PROHIBITED VEHICLES**

9.2	Operated a Prohibited Vehicle without Permit	\$500.00
9.5	Operated a Prohibited Vehicle contrary to Permit Specifications	\$500.00

**OTHER VEHICLES**

10.3	Operating Other Vehicle Contrary to Provisions	\$200.00
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**IDLING**

11.1	Park and Idle a Motor Vehicle	\$100.00
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**BICYCLES**

12.1	Illegal Operation of bicycle	\$65.00
12.4	Under 18 Fail to wear helmet	\$45.00
12.5	Fail to take reasonable steps to ensure person under 18 wears a helmet	\$100.00

**USE OF SIDEWALKS**

13.1	Illegal use of Sidewalk, footpath or walkway	\$65.00
13.2	Illegal use of Sidewalk, footpath or walkway	\$65.00
13.3	Skateboard, rollerblade or scooter on Sidewalk in Central Business District	\$65.00

	contrary to provisions	
13.5	Place an Object which obstructs Sidewalk, footpath or walkway	\$80.00
13.7	Fail to remove snow, leaves or other material accumulated on a Sidewalk	\$100.00

**OBSTRUCTIONS AND ENCHROCHMENTS**

14.1	Place Obstruction on Roadway	\$200.00
14.4	Construction without Permit	\$1000.00

**PARADES AND PROCESSIONS**

15.1	Participate in Parade or Procession	\$200.00
15.5	Breach of Parade or Procession Directions	\$200.00

**SUNDRY**

16.1	Allow trees, hedges or shrubs to impede circulation of vehicles or pedestrians	\$65.00
16.2	Failure to trim trees, hedges or shrubs on direction of the CAO	\$150.00
16.3	Damage street furniture, street signs, public utility fixtures or other work of the Municipality	\$200.00
16.4	Impede, obstruct or otherwise interfere with street furniture, street signs, public utility fixtures or other work of the Municipality	\$200.00
16.5	Deface Roadway, Sidewalk, street furniture or hoarding	\$200.00
16.8	Place sign upon privately held property indicating no parking on roadway	\$65.00
16.9	Unauthorized marking of curbs or roadways	\$200.00
16.10	Illegal Park or drive on public lands	\$100.00
16.11	Improper placement of electrical cord	\$75.00
16.12	Illegally discharge liquid or solid waste from Vehicle	\$250.00
16.13	Fail to Stop or produce documentation when requested to by a Peace Officer or Bylaw Enforcement Officer	\$150.00
16.14	Leave horse unattended on highway	\$150.00
16.15	Clinging or attaching to a vehicle	\$100.00
16.16	Skateboard, Rollerblade or Operate a Scooter on a Roadway in the Central Business District.	\$65.00

**UNSPECIFIED OFFENCES**

17.7	Unspecified contravention of this Bylaw	\$65.00
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**SCHEDULE "B"**  
**LISTING OF AREAS WHERE SPEED LIMIT IS 50 km/hr**

Connaught Drive: From the south town site boundary to the start of Parcel GA

Connaught Drive: From the north town site boundary to Cavell Avenue

**Unless otherwise marked all areas of the community are 30 km/hr**

**SCHEDULE "C"**  
**FEES**

- Prohibited Vehicle Permit Fee \$250.00

## BYLAW REPORT

**Subject:** Commercial Use of Public Space Bylaw  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Christine Nadon, Director of Protective and Legislative Services  
**Date:** May 3, 2022

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### Recommendation:

- That Council give first reading to Bylaw #246, the Commercial Use of Public Space Bylaw.
- That Council give second reading to Bylaw #246, the Commercial Use of Public Space Bylaw.

### Background:

At the February 8, 2022 meeting, Committee provided direction to Administration on the sidewalk seating program, including that fees be established at \$1,650 per parking stall starting in 2023, and that the fee be discounted by 50% for 2022.

The proposed Commercial Use of Public Space Bylaw has been amended to reflect Council's direction on this item. Administration is already processing permit applications based on Committee's direction, and is requesting amendments to the bylaw to regularize the legislative process around commercial use of public space.

### 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:

Updates to the Commercial Use of Public Space Bylaw are required to continue collecting user fees at the rates directed by Council.

### Attachments:

- Commercial Use of Public Space Bylaw (#246)

**MUNICIPALITY OF JASPER  
BYLAW #246**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER, IN THE PROVINCE OF ALBERTA, TO CONTROL AND REGULATE THE USE OF STREETS AND PUBLIC SPACES IN THE MUNICIPALITY AND TO RESTRICT AND REGULATE ACTIVITIES ON, ADJACENT, OR NEAR TO STREETS AND PUBLIC SPACES.**

**CONTENTS**

1. Citation
2. Definitions
3. Commercial Use of Public Space
4. Commercial Use of Public Space Permits
5. Sidewalk Seating
6. Special Events
7. Violations and Enforcement
8. Reviews and Appeals
9. Severance
- Schedule A – Streets and Public Space Use Fees
- Schedule B – Penalties

**WHEREAS** the Government of Canada as represented by Her Majesty the Queen, in the Right of Canada as represented by Parks Canada Agency, has issued to the Municipality of Jasper leases for certain lands in accordance with the Agreement for the Establishment of Local Government in the Town of Jasper;

**AND WHEREAS** the Municipal Government Act (Alberta) provides that the Council of the Municipality of Jasper has the direction, control and management of all roads within the municipality;

**AND WHEREAS** the Municipal Government Act (Alberta) provides that Council of the Municipality of Jasper may pass bylaws respecting people, activities, and things in, on or near a public space or space that is open to the public;

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

**1. CITATION**

- 1.1. This Bylaw may be called the "Commercial Use of Public Space" bylaw.
- 1.2. Municipality of Jasper Bylaw #194, the "Commercial Use of Public Space Bylaw", is hereby repealed.

**2. DEFINITIONS**

- 2.1. In this Bylaw:
  - 2.1.1. Where another Municipality of Jasper bylaw is referenced anywhere within the Commercial Use of Public Space Bylaw, it shall refer to that bylaw currently in effect and will include any and all amendments to such bylaw or any other bylaw passed in substitution.
  - 2.1.2. "Council" shall mean the Council of the Specialized Municipality of Jasper;
  - 2.1.3. "Chief Administrative Officer or designate" means a person appointed as Chief Administrative Officer by Council, and the person designated by the Chief Administrative Officer to act on his behalf.
  - 2.1.4. "Commercial Filming" means recording images by film, video, digital or other technology to broadcast or publicly exhibit for commercial purposes, but does not include photography.
  - 2.1.5. "Commercial Use of Public Space Permit" means a permit issued by the Municipality of Jasper authorizing use of a Public Space, Park, Sidewalk, Street or portion of a Street.
  - 2.1.6. "Encroachment" means the temporary occupation of any portion of the Street or other Public Space and includes the airspace over such Street and any area beneath the surface of the Street or other public space.
  - 2.1.7. "Farmers' Market" means an event for the sale of goods and produce in a public space

- 2.1.8. "Municipal Government Act" means the Alberta Municipal Government Act, R.S.A. 2000, Chapter M-26 and any amendment or successor thereto.
- 2.1.9. "Municipality" means the Specialized Municipality of Jasper in Jasper National Park in the Province of Alberta.
- 2.1.10. "Municipality of Jasper Notice of Offence" means any ticket or tag, in a form approved by the Municipality of Jasper or authorized under the Provincial Offences Procedures Act, issued for any offence in which a penalty may be paid out of court in lieu of appearing to answer a summons.
- 2.1.11. "Owner" means
  - 2.1.11.1. In respect of unpatented land, the Crown,
  - 2.1.11.2. A Person who is the lessee of Crown land and that Person's successors and assigns, and
  - 2.1.11.3. In respect of any property other than land, the actual owner, occupant, operator or Person in lawful possession of the property.
- 2.1.12. "Peace Officer" shall mean:
  - 2.1.12.1. a member of the Royal Canadian Mounted Police; or
  - 2.1.12.2. a Community Peace Officer appointed by the Alberta Solicitor General pursuant to the Community Peace Officer Act (Alberta) as amended; or
  - 2.1.12.3. a Municipal Compliance Officer; or
  - 2.1.12.4. a park warden appointed pursuant to the Canada National Parks Act, while that person is in the exercise or discharge of that person's powers or duties in a national park established under that Act;
- 2.1.13. "Pedestrian" means an individual on foot or in a wheelchair or other device used to facilitate the transport of a person with a physical disability.
- 2.1.14. "Permit Holder" means the holder of a valid and subsisting permit issued pursuant to the provisions of this Bylaw.
- 2.1.15. "Person" includes a corporation and the heirs, executors, administrators or other legal representative of a person.
- 2.1.16. "Public Space" means lands under the Municipality's management and within the Municipality of Jasper other than Streets leased to the Municipality
- 2.1.17. "Sidewalk" shall mean that part of a Street especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a Street between the curb line (or the edge of the Street, where there is no curb line) and the adjacent property line, whether or not paved or improved;
- 2.1.18. "Sidewalk Seating/Café" means seating outside of an established place of business whose primary or secondary business is the sale of food, or whose business desires to place outdoor seating for the convenience of their customers and the general public use and whose business location is immediately adjacent to the sidewalk space requested for use for said outdoor seating.
- 2.1.19. "Special Event" means any activity or event that is open to, or intended to attract the general public, whether or not admission is charged
- 2.1.20. "Street" means any thoroughfare, sidewalk, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway or other space or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles

### **3. COMMERCIAL USE OF PUBLIC SPACE**

- 3.2. No Person shall stop or restrict Pedestrians, cyclists or vehicles in the lawful use of a Street or Public Space, unless:
  - 3.2.1. A Commercial Use of Public Space Permit has been issued authorizing use of a Street or Public Space, or a portion of either;

- 3.2.2. An Encroachment Agreement has been entered into for the temporary occupation of any portion of the Street or other Public Space, including the airspace over and any area beneath the surface of the Street or Public Space; or
- 3.2.3. An agreement or authorization for a Public Utility installation has been entered into with the applicant or vendor;
- 3.3. No Person shall place or allow to be placed anything that creates an obstruction over or across any portion of a Street or Public Space, unless otherwise authorized by the Municipality.

The Owner or occupant of premises adjacent to a Street or Public Space shall not allow any object to project into any portion of a Street or Public Space except as provided for in this Bylaw.

#### **4. COMMERCIAL USE OF PUBLIC SPACE PERMITS**

- 4.1. A Commercial Use of Public Space Permit is required to undertake any of the following activities on any portion of a Street or Public Space:
  - 4.1.1. Commercial Filming
  - 4.1.2. Farmers' Market
  - 4.1.3. Sidewalk Seating/Café
  - 4.1.4. Special Event
  - 4.1.5. Or similar uses, in the Chief Administrative Officer's or designate's discretion
- 4.2. Every applicant for a Commercial Use of Public Space Permit must provide the following information, in the form required by the Chief Administrative Officer or designate:
  - 4.2.1. The type of Street or Public Space use requested;
  - 4.2.2. The purpose of the Street or Public Space use;
  - 4.2.3. The date(s) and time(s) the Street or Public Space use is required;
  - 4.2.4. The full name, mailing address and telephone number of the applicant;
  - 4.2.5. Any permit, licence, assessment or other document of qualification under this or any other bylaw, or under any Statute of Canada or the Province of Alberta that may be required in connection with the proposed use;
  - 4.2.6. Any other information the Chief Administrative Officer or designate may reasonably require for each specific permit
- 4.3. An application for a Commercial Use of Public Space Permit will not be processed nor issued by the Chief Administrative Officer or designate until the application fee(s) as set out in Schedule "A" have been received by the Municipality.
- 4.4. An application for a Commercial Use of Public Space Permit will not be approved by the Chief Administrative Officer or designate until the applicant has provided evidence of general liability insurance as specified by the Commercial Use of Public Space Permit
- 4.5. A Commercial Use of Public Space Permit Holder shall abide by all conditions imposed in the Commercial Use of Public Space Permit.
- 4.6. The Chief Administrative Officer or designate may revoke any permit or authorization given or made under the terms of this Bylaw if:
  - 4.6.1. The Permit Holder fails to comply with the terms and conditions of the Permit, or
  - 4.6.2. The Chief Administrative Officer or designate is of the opinion that the Permit or authorization was given in error or on the basis of false or inaccurate information.
- 4.7. A Person who, without written authorization in the form of a Commercial Use of Public Space Permit or contrary to any such Commercial Use of Public Space Permit, makes use of any portion of a Street or Public Space in connection with a building or Special Event of any nature shall, notwithstanding any penalty assessed under this Bylaw, immediately cease such use and remove any and all things from the Street or Public Space upon the direction of a Peace Officer or the Chief Administrative Officer or designate,.

- 4.8. Notwithstanding the insurance required by Section 4.5, the applicant for a Commercial Use of Public Space Permit shall deposit a surety as per the fee schedule of this bylaw for any damage to municipal property.
- 4.9. A Permit may be revoked by the Chief Administrative Officer or designate upon 72 hours' notice in writing or immediately upon breach of any condition by the applicant for a Commercial Use of Public Space Permit.

## **5. SIDEWALK SEATING/CAFÉ**

- 5.1. When a Commercial Use of Public Space Permit has been granted for a sidewalk seating/café area, in addition to any requirements of this Bylaw and the Commercial Use of Public Space Permit, the following conditions apply:
  - 5.1.1. The size, appearance, and locations of sidewalk seating/café areas are subject to the approval of the Chief Administrative Officer or designate and are placed at the sole risk, responsibility, and expense of the Owner;
  - 5.1.2. The permit holder for a sidewalk seating/café area placed in a Public Space is responsible for maintaining the sidewalk seating/café area to ensure furniture is physically sound and aesthetically acceptable;
  - 5.1.3. The permit holder shall bear all financial responsibility for any and all improvements necessary to the public space, both within and surrounding the sidewalk seating/café area. At no time and for no reason shall public funds be expended for improvements designated to benefit the permit holder;
  - 5.1.4. No portion of a sidewalk seating/café area may be used for any purpose other than authorized by permit;
  - 5.1.5. No portion of a sidewalk seating/café area may be used for the storage or sale of merchandise or for the storage of objects other than for uses as authorized by permit.

## **6. SPECIAL EVENTS**

- 6.1. When a Commercial Use of Public Space Permit has been granted for a Special Event:
  - 6.1.1. the Chief Administrative Officer or designate may close all or portions of the Street along the route or location set out in the Commercial Use of Public Space Permit for the anticipated time of the Special Event and for such additional time as necessary to again clear the Street for normal traffic; and
  - 6.1.2. the Chief Administrative Officer or designate may temporarily suspend parking and loading privileges on all or a portion of Street on the proposed route or location.

## **7. VIOLATIONS & ENFORCEMENT**

- 7.1. Any Person who contravenes the provisions of this Bylaw or the terms and conditions of a Commercial Use of Public Space Permit is guilty of an offence and is liable upon summary conviction for the specified penalty set out in Schedule B.
- 7.2. Except as otherwise provided in this Bylaw, a Person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable upon summary conviction to a fine of not more than \$100.00 to be imposed in the discretion of the Court having jurisdiction, having regard to s. 7(i) of the Municipal Government Act.
- 7.3. When a Person is alleged to have contravened any provision of this bylaw, or the terms and conditions of a Commercial Use of Public Space Permit, a Peace Officer may issue a Municipality of Jasper Notice of Offence which shall state:
  - 7.3.1. The nature of the offence;
  - 7.3.2. The penalty payable in connection with the offence; and
  - 7.3.3. The time period within which the penalty must be paid.
- 7.4. A Municipality of Jasper Notice of Offence shall be deemed to be sufficiently served for the purposes of this bylaw if:
  - 7.4.1. Served personally on the accused;
  - 7.4.2. Served on a designate of the permit holder; or

- 7.4.3. Mailed by registered post to the address of the registered Owner of the property concerned or to the Person concerned.
- 7.5. In lieu of prosecution, the Person named in the Municipality of Jasper Notice of Offence may elect to voluntarily make payment to the Municipality of the penalty amount specified in the Violation Ticket.
- 7.6. If the payment specified in the Municipality of Jasper Notice of Offence is not paid in accordance with the terms of the ticket and in the time required by the ticket, a prosecution may be commenced for the alleged contravention of this bylaw.
- 7.7. Notwithstanding anything else in this Bylaw, upon the failure by any Person to comply with the provisions of this bylaw, the Municipality may take enforcement proceedings in accordance with the Municipal Government Act and perform any corrective measures required. All costs incurred may be recovered from the Person specified in the Municipality of Jasper Notice of Offence and shall be deemed a debt due to the Municipality by the Person specified in the Municipality of Jasper Notice of Offence. Debts due may be charged against the property concerned as a special lien to be recovered in like manner as property taxes.
- 7.8. Any Peace Officer or Bylaw Enforcement Officer when enforcing the provisions of this Bylaw, is hereby authorized to seize any equipment and or property used in the contravention of this bylaw and return the said equipment and/or property upon payment of any outstanding Offence Ticket in relation to the contravention or upon the setting aside of such Offence Ticket by a court of competent jurisdiction.
- 7.9. Any items removed pursuant to section 7.8, if in the opinion of the Chief Administrative Officer or designate to be of value, will be removed to a place of safekeeping and will:
- 7.9.1. Be subject to a daily fee for storage costs according to Schedule A; and
- 7.9.2. If unclaimed within ninety (90) days of removal, will be sold or disposed of at the discretion of the CAO or his delegate.
- 7.10. If, in the opinion of the Chief Administrative Officer or designate, a contravention of this bylaw requires immediate action, the Municipality may perform any work necessary to address the contravention of this bylaw without prior notice and all costs incurred by the Municipality will be payable by the Person alleged to have contravened this bylaw.
- 7.11. Notwithstanding Section 7.1 the imposition of a fine either by issuance of a Municipality of Jasper Notice of Offence or by Summary Conviction in court shall not relieve any Person so fined from any liability to pay to the Municipality any expenses arising from any damage caused by that Person to Municipality property.
- 7.12. The imposition of a fine either by issuance of a Municipality of Jasper Notice of Offence or Summary Conviction Summons shall not relieve any Person so fined of any costs incurred in having work performed by the Municipality where authorized by this bylaw.
- 7.13. In the case of an offence that is of a continuing nature, a contravention of a provision of this Bylaw constitutes a separate offence in respect of each day, or part of a day, on which it continues and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.
- 7.14. A Person shall not obstruct or hinder any Person in the exercise or performance of the Person's powers pursuant to this Bylaw.
- 7.15. The onus of proving a permit has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the Person alleging the existence of such a permit on a balance of probabilities.

## **8. REVIEWS AND APPEALS**

- 8.1. Where an Application has been refused, a permit revoked or suspended, a condition or conditions attached to a Commercial Use of Public Space Permit the Applicant in question may require the Chief Administrative Officer to review such refusal, revocation, suspension, attachment by submitting to the Chief Administrative Officer in writing a request for such review not more than ten (10) working days after such refusal, revocation, suspension or attachment.
- 8.2. Where the Chief Administrative Officer is in receipt of a request for a review pursuant to Section 8.1 herein, he shall conduct such review within five (5) working days of such receipt of the request and on completion of his review:



- 8.2.1. may direct an Application be accepted and a Permit issued; or
- 8.2.2. may confirm the refusal, revocation or suspension of a Permit; or
- 8.2.3. may reinstate a revoked Permit; or
- 8.2.4. may vary or remove a suspension; or
- 8.2.5. may confirm, vary or remove conditions; and
- 8.2.6. shall advise the Applicant in writing of his decision and the reasons for it not less than five working days after the conclusion of his review.
- 8.3. Every refusal, revocation, suspension or attachment of conditions which is the subject of a review by the Chief Administrative Officer shall remain in effect during such review and until or unless varied or removed by the Chief Administrative Officer.
- 8.4. An Applicant who makes a request pursuant to section 8.1 may appeal to Council a decision of the Chief Administrative Officer pursuant to section 8.2 herein by submitting to Council in writing a request for such appeal not more than ten (10) working days after delivery by the Chief Administrative Officer of notification of his decision pursuant to Section 8.2 herein.
- 8.5. Where Council is in receipt of an appeal pursuant to Section 8.4 herein, it shall within 21 working days of such receipt convene an appeal hearing to which the Applicant shall be invited in writing and upon conclusion of such appeal shall within five working days notify the Applicant, in writing, of its decision to:
  - 8.5.1. direct an Application be accepted and a Permit issued; or
  - 8.5.2. confirm the refusal, revocation or suspension of a Permit; or
  - 8.5.3. reinstate a revoked Permit; or
  - 8.5.4. vary or remove a suspension; or
  - 8.5.5. confirm, vary or remove conditions;
- 8.6. Where Council is in receipt of an appeal pursuant to section 8.4 herein, the Chief Administrative Officer's decision pursuant to Section 8.2 herein shall remain in effect during such appeal and until Council has delivered notification of its decision pursuant to the requirements of Section 8.5 herein.

**9. SEVERANCE**

- 9.1. 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.
- 9.2. The Municipality or any Person who inspects Property under this Bylaw or any person who performs work on behalf of the Municipality is not liable for any damages caused by the inspection, the work or disposing of anything authorized to be disposed of by this Bylaw.

**Coming into Force**

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

**READ** a first time this            day of            , 2022

**READ** a second time this            day of            , 2022

**READ** a third time and finally passed this            day of            , 2022

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

**SCHEDULE A – Streets and Public Space Use Fees (Bylaw #193)**

Description	Fee
Commercial Public Space Use Permit Fee*	\$50
Commercial Public Space Use Fees:*	\$50 - \$400
Farmers' Market	\$60 per event
Sidewalk Seating – permit application fee	\$100
Sidewalk Seating – use of public sidewalk	\$100 plus \$25 per seat

Sidewalk Seating – use of parking lane, 2022 season	\$825 per parking stall
Sidewalk Seating – use of parking lane, 2023 and beyond	\$1,650
Storage for Items Removed from the Street	\$105 per day
Work Performed by Municipality	Cost plus 25%

\* Exemptions from Fees:

- Jasper charitable and not-for-profit organizations
- Any other application deemed by the CAO or his designate to be exempt

**Schedule B – Penalties**

<b>Section</b>	<b>Description</b>	<b>Penalty</b>
4.1	Failure to obtain Commercial Use of Public Space Permit	\$100.00
4.2	Provide false information on Street and Public Use Permit Application	\$100.00
4.5	Failure to follow the conditions in Bylaw and provided in Commercial Use of Public Space Permit	\$100.00
4.1.5	Use of Street or Public Space for building operation without authorization	\$100.00
5.1	Unauthorized placement or use of a sidewalk seating/cafe area	\$100.00
5.1	Failure to maintain a sidewalk seating/cafe area	\$100.00
4.5	Failure to maintain a Farmers' Market area	\$100.00
4.1	Unauthorized activities on the Street or Public Space	\$100.00
3.3	Unauthorized obstruction over or across any portion of a Street or Public Space	\$100.00

## AGENDA ITEM 6.1



### REQUEST FOR DECISION

**Subject:** Activity Centre Renovation Scope Confirmation  
**From:** Bill Given, Chief Administrative Officer  
**Reviewed by:** Christopher Read, Director of Community Development & Natasha Malenchak, Director of Finance and Administration  
**Date:** May 3, 2022

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#### Committee Recommendation:

That Council;

1. Approve the Activity Centre renovation project scope inclusive of all Required Scope items with the exception of renovations to the existing dressing rooms below the south bleachers at a total cost of \$10,160,444, and;
2. Approve the inclusion of the following Council Requested scope items:
  - Arena Dressing room expansion to the west and south \$3,355,756
  - Activity Centre Conversion of the Sauna to additional washrooms \$133,238
  - Aquatic Centre Complete renovation of all existing change rooms \$342,497.
3. Approve an amendment to the Capital Budget as required to reflect the above items as funded.

#### Alternatives:

- Approve the Activity Centre renovation project scope inclusive of only Required Scope items at a total cost of \$10,160,444.
- Approve the inclusion of the following Council Requested Scope items:
  - [ List items by name and value ]

#### Background:

The Jasper Activity Centre is a collection of municipally owned facilities located on a single block within the Town Site of Jasper. There are two separate buildings on the site – the Jasper Fitness and Aquatic Centre and the Jasper Activity Centre/Arena which also contains the municipal administration offices and a multipurpose hall (the facilities). The first of the facilities to be constructed was an outdoor pool originally built in the 1950s. Since that time various additions and renovations have taken place over the years.

In 2019 the Municipality of Jasper secured approximately \$6,950,000 in grant and municipal tax funding towards a major renovation of the facilities. In 2021, Council has budgeted \$1,056,228 for Design and Engineering related to the facilities and an additional \$200,000 for a Structural Review of the Fitness and Aquatics Centre. Across the 2022/23 capital budget Council approved a total of approximately \$11,000,000 for projects related to the scope of the proposed Activity Centre renovation.

On December 7, 2022 Council selected GEC Architecture as the prime consultant for the renovation project. On February 22, 2022 committee provided direction to administration on which design concepts should be further developed for Council’s consideration.

**Discussion:**

Since the committee’s direction in February administration has met at least weekly with the design team to sort priorities and refine the project scope and design. The attached presentation from GEC is broken in to three major sections which will be the basis detailed discussion at the committee meeting. The major sections for discussion today are:

- **Required Scope (Funded) \$10,160,444**

Items in the “Required Scope” category are able to be completed within the existing, previously approved funding, that exists in the municipal budget.

Items in this section are largely “back of house” and focused on addressing building code and life safety deficiencies; accessibility improvements; and lifecycle renewal and maintenance. While this scope of items provides important upgrades to the building systems that will extend the operational life of the facility and improve the accessibility it only provides a handful of meaningful “front of house” improvements that will be visible to the public.

Administration is recommending that the items in this category should be approved.

- **Council Requested Scope (Unfunded) \$6,980,502**

Items in the “Council Requested Scope” category include only those which committee directed administration to further explore on February 22<sup>nd</sup>.

These items are largely “front of house” that would offer additional benefits to the public or operational benefits and are more directly aligned to the findings reported in the Culture and Recreation Services and Facilities Review.

This category contains a number of alternative options that essentially provide a “menu” for Council’s consideration. Of these options Administration is recommending the following should strongly be considered by Council for approval:

• <b>Arena Dressing room expansion to the west and south</b>	<b>\$3,355,756</b>
• <b>Activity Centre Conversion of the Sauna to additional washrooms</b>	<b>\$133,238</b>
• <b>Aquatic Centre Complete renovation of all existing change rooms</b>	<b><u>\$342,497</u></b>
<b>Total</b>	<b>\$3,831,491</b>

Other items that are not being recommend at this time may be able to proceed at some point in the future. Detail on all the Council Requested Scope items and alternatives will be available during the meeting.

- **Future Required Scope (Unfunded) \$7,578,003**

Items in the “Future Required Scope” category are items that will be need to be addressed in future budget cycles as a part of the municipality’s ongoing asset management and renewal program.

Items in this category will be presented in future capital budget cycles and be considered by council in the context of regular budget deliberations.

**Strategic Relevance:**

The *Culture and Recreation Services and Facilities Review* adopted by Council in 2021 provides significant insight and direction coming from the community’s desires related to recreation facilities.

The review as adopted by Council included a prioritized list of twelve (12) infrastructure projects that were identified to guide future capital investment. The prioritized projects focus on re-investment into existing facilities in order to ensure their sustainability. The renovation project as proposed addresses the following five of the twelve of items identified as top priorities:

- 1. Re-investment into the Activity Centre to ensure safety and sustainability**
- 2. Re-investment into the Fitness & Aquatics Centre to ensure safety and sustainability**
- 3. Re-investment into the Jasper Arena to ensure safety and sustainability**
- 9. Re-investment into the Fitness & Aquatics Centre to modernize and improve user experience**
- 12. Program room and support space upgrades**

**Financial:**

A high level estimate of the cost to replace the fitness and aquatic centre alone is and the cost to replace all the facilities would likely be in excess of \$90 Million.

Funding sources for the \$10,160,444 of Required Scope items is broken down as follows:

Funding	
Capital Reserves	\$541,000
Federal Gas Tax/Canada Community Building Fund	\$204,000
Debenture	\$4,420,015
Municipal Sustainability Initiative Capital Funding	\$2,280,914
Investing in Canada Infrastructure Program	\$2,714,515
	<b>\$10,160,444</b>

For the Council Requested Scope items that are being recommended above, Administration recommends the following funding sources:

Funding	
Municipal Sustainability Initiative Capital Funding	\$1,800,000
Federal Gas Tax/Canada Community Building Fund	\$900,000
Debenture	\$1,131,491
	<b>\$3,831,491</b>

Administration forecasts that the municipality’s provincially mandated debt limit will be approximately \$13,614,000 for 2022 and has forecasted the following additional borrowing in the 2022 and 2023 years:

- \$5.2M for Recreation (Includes Ice Plant and Required Scope from above)

- \$1M for Water Meters and;
- \$3M to \$6.3M for Wastewater Treatment Plant\*

*\* Grant funding applied for through Alberta Municipal Water/Wastewater Partnership (\$3.3M).*

This equates to \$9.2M-\$12.5M in 2022 and 2023 borrowing requirements before adding the \$1,131,491 required to support the Council Requested Scope items above.

While the cost of servicing debt is still near historic lows it has been increasing and is forecast to continue to climb. In this environment borrowing today a current rates is likely to be less expensive than borrowing in the future.

Based on current rates the annual cost to service \$1 Million of borrowing are \$89,423/year for 15 years, or \$73,819/year for 20 years.

Recognizing the proposed renovations are generational in nature administration recommends that 20 years is an appropriate amortization term.

On a 20 year amortization the approximate annual cost of borrowing to support the debentures for the project as recommended above is \$336,000/year for the Required Scope items and an additional \$86,283/year for the Council Recommended Scope items.

**Attachments:**

GEC architecture – Activity Centre Renovation Council Presentation



April 26, 2022

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# Municipality of Jasper **Activity Centre Renovation**

**COUNCIL PRESENTATION**





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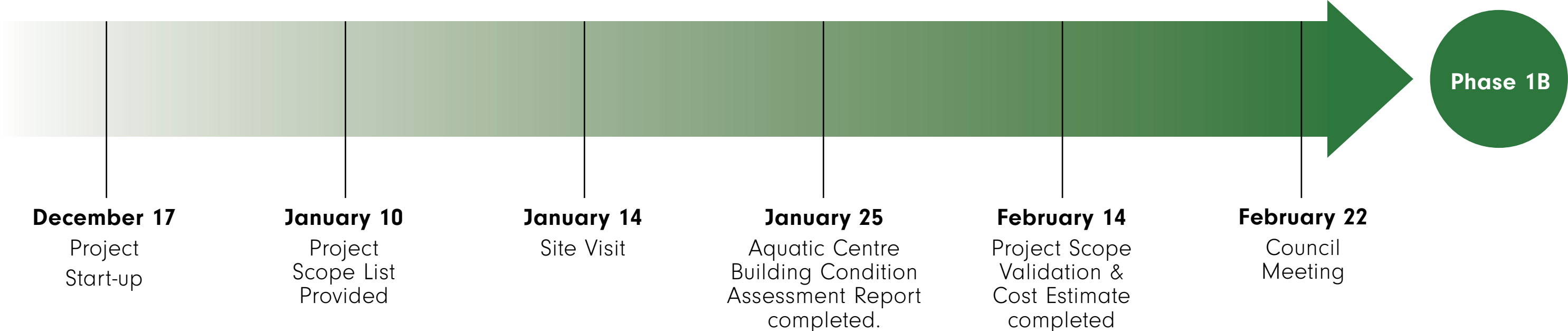
2.5 Future Required Scope (Unfunded)

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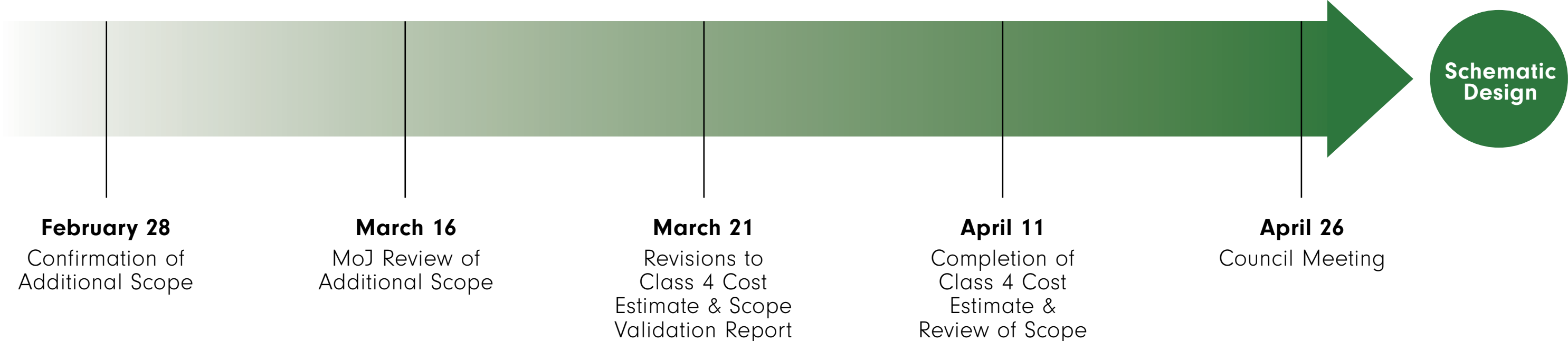
gtec

# 1.0 Project Schedule

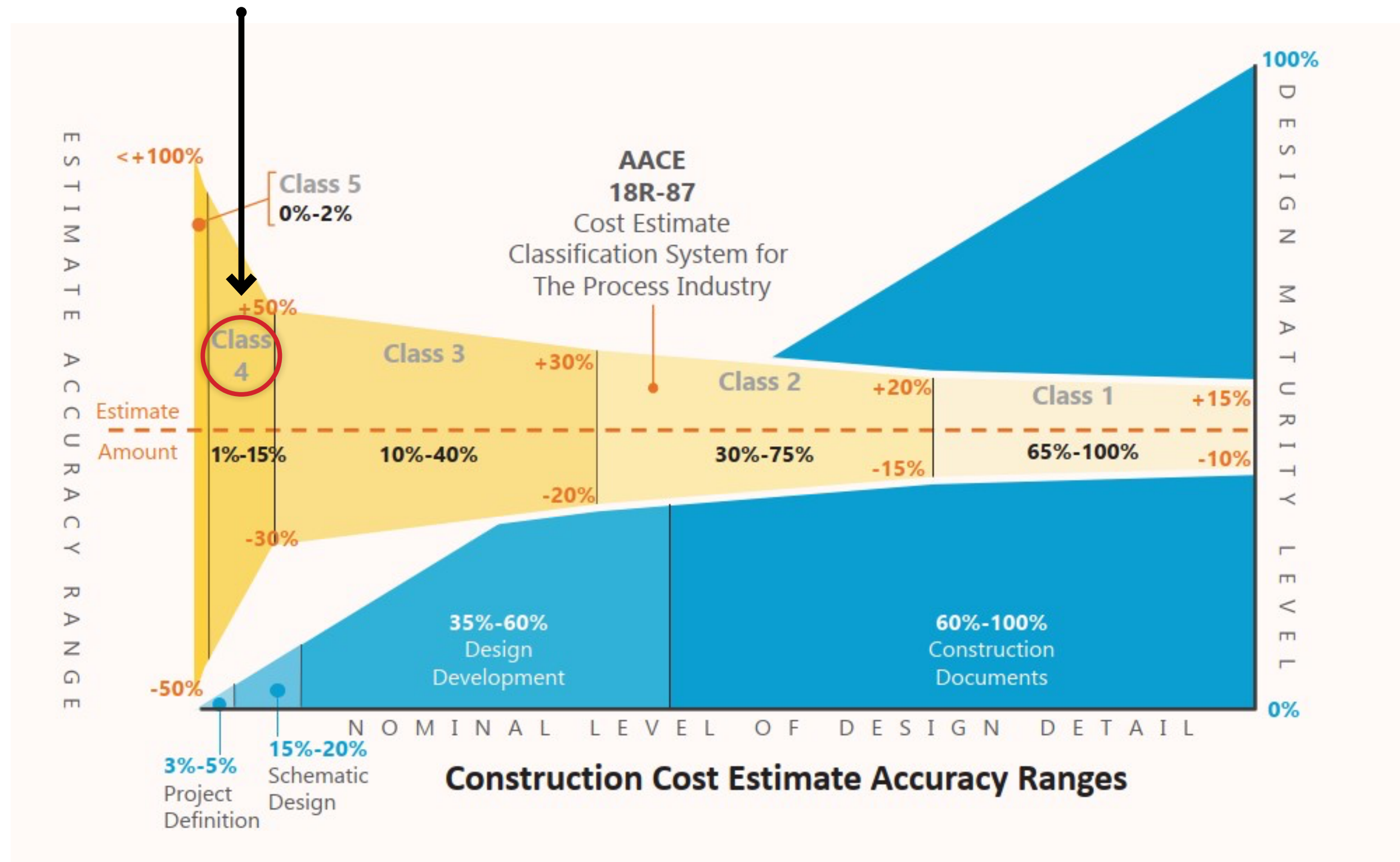
## Phase 1A



## Phase 1B



## 2.1 Cost Estimate Class Comparison



## 2.2 Construction Cost Estimates

Funded & Unfunded Scope

**Required Scope**

(Funded)

\$10,160,444

**Council  
Requested Scope**

(Unfunded)

\$6,980,502

**Future  
Required Scope**

(Unfunded)

\$7,578,003

## 2.3 Required Scope (Funded)

Estimated Construction Cost (Class 4)

<b>REQUIRED SCOPE (FUNDED)</b>	
<b>SCOPE CATEGORY</b>	<b>TOTAL COST</b>
ARENA	\$1,893,619
ACTIVITY CENTRE	\$3,750,296
AQUATIC CENTRE	\$1,016,267
CONSTRUCTION COST	\$6,660,182
CONSTRUCTION CONTINGENCY	\$782,800
TOTAL HARD CONSTRUCTION COST	\$7,442,982
PHASING, ESCALATION, SOFT COSTS, FF&E, INSPECTIONS, PROJECT CONTINGENCY, HAZARDOUS MATERIALS	\$2,717,462
<b>TOTAL CONSTRUCTION COST</b>	<b>\$10,160,444</b>

## 2.3 Required Scope (Funded)

### LEGEND

- Building code and life safety deficiencies
- Accessibility improvements
- Life cycle renewal and maintenance
- Operational improvements
- Building functional program improvements

### Arena

- Upgrades to ventilation system CO2 sensors.
- Improve exiting on south bleachers by widening cross-aisles and stairs.
- Abatement within arena.
- Renovate existing arena dressing rooms below south bleachers only. **No expansion to the arena is included.**
- Addition of keyless entry on select exterior doors to the Arena.
- Add dehumidification in the arena.

### Activity Centre

- ● West front entrance enhancements, including extension and construction of new front lobby, re-grading of front entry, addition of catch basins, benches, lighting, landscaping and paving.
- Adding catch basins in daycare/playground area and addressing grading issues on the northwest corner of the site.
- Address missing fire separations in all service mechanical and electrical rooms, including basement.
- Upgrades to life safety systems, including exit lighting.
- Upgrades to communication systems cabling.
- Upgrades to commercial kitchen venting.
- Replacement of doors and hardware at east entrance, including installation of power operators.
- A 2500lb elevator to connect all the floors of the activity centre, including upgrades to the curling rink lounge finishes and relocation of washroom, bar and storage room.
- Repairs to the select exterior walls of the curling rink.
- Addition of new storage room in gymnastics area (main floor).
- Addition of keyless entry on select exterior doors to the Activity Centre.
- ● Replacement and upgrades to major electrical building infrastructure, including main and sub distribution panels, circuits & conduit, and transformer upgrades. This includes replacement of branch circuits for community stage hall and kitchen.
- ● Upgrades to the emergency power system.

### Aquatic Centre

- Replacement of emergency lighting.
- Replace interior pool lighting.
- Review fire stopping throughout main mechanical room.
- Replacement of corroded steel and copper piping throughout the facility.
- Structural steel repairs to base of select columns in pool area.
- Replacement of incoming water main into mechanical room.
- ● Renovate and relocate existing universal washroom and dressing room, removing access from pool deck. Renovate men's dressing room only and provide new lockers.
- ● Replacement and upgrades to major electrical building infrastructure, including main and sub distribution panels, circuits & conduit, and transformer upgrades. This also includes replacement of motor control centre.
- Addition of keyless entry on select exterior doors to the Aquatic Centre.

## 2.4 Council Requested Scope (Unfunded)

Estimated Construction Cost (Class 4)

<b>COUNCIL REQUESTED SCOPE (UNFUNDED)</b>	
<b>SCOPE CATEGORY</b>	<b>TOTAL COST</b>
ARENA	\$3,544,380
ACTIVITY CENTRE	\$1,097,582
AQUATIC CENTRE	\$239,508
CONSTRUCTION COST	\$4,881,470
CONSTRUCTION CONTINGENCY	\$488,147
TOTAL HARD CONSTRUCTION COST	\$5,369,617
PHASING, ESCALATION, SOFT COSTS, FF&E, INSPECTIONS, PROJECT CONTINGENCY, HAZARDOUS MATERIALS	\$1,610,885
<b>TOTAL CONSTRUCTION COST</b>	<b>\$6,980,502</b>

## 2.4 Council Requested Scope (Unfunded)

### LEGEND

- Building code and life safety deficiencies
- Accessibility improvements
- Life cycle renewal and maintenance
- Operational improvements
- Building functional program improvements

### Arena

- ● Dressing room expansion to the west and south including zamboni room expansion and new storage room.
  - **\$3,355,756**
- ● Addition of second floor arena lounge to the west.<sup>1</sup>
  - **\$1,712,708**

### Activity Centre

- ● Convert only one handball court into multi-purpose rooms in the basement and main floor, including conversion of handball viewing room into storage room.
  - **\$291,436**
- ● Relocate the Senior's Centre and reconfigure the Administration Office.
  - **\$593,963**
- ● Provide new access door into Senior's Centre.<sup>2</sup>
  - **\$12,086**
- ● Convert the offices in lobby into multi-purpose meeting spaces.
  - **\$43,481**
- ● Full renovation of the basement washrooms.
  - **\$495,355**
- ● Conversion of sauna to third universal washroom.<sup>4</sup>
  - **\$133,238**

### Aquatic Centre

- ● Complete renovation of existing change rooms, including women's dressing room, and replacement of lockers, architectural finishes and fixtures.<sup>5</sup>
  - **\$342,497**

### SCOPES LISTED BELOW ARE NOT INCLUDED IN COST ESTIMATE SUMMARY (ON PREVIOUS PAGE)

- ● Addition of second floor arena lounge to the east within Activity Centre.<sup>3</sup> (Alternative Option)
  - **\$2,404,764 (Total Cost)**
- ● North dressing room renovation below north bleachers. (Alternative Option)
  - **\$288,095 (Total Additional Cost)**
- ● Convert second handball court into two multi-purpose room in the basement and main floor.
  - **\$267,270 (Total Additional Cost)**
- ● New meeting space above storage room in gymnastics area.
  - **\$428,125 (Total Additional Cost)**

### ADDITIONAL NOTES

1. New elevator access and egress stairs are required for second floor lounge.

2. Scope not required if Senior's Centre is relocated.

3. No elevator required. New elevator part of base scope. New egress stairs required on north and south.

4. Cost for this conversion is contingent on the full renovation of the basement washrooms going ahead.

5. Recommended scope includes reconfiguration of existing universal dressing rooms and partial renovation of men's change room.



## 2.5 Future Required Scope (Unfunded)

Estimated Construction Cost (Class 4)

<b>FUTURE REQUIRED SCOPE (UNFUNDED)</b>	
<b>SCOPE CATEGORY</b>	<b>TOTAL COST</b>
ARENA	\$46,227
ACTIVITY CENTRE	\$2,402,548
AQUATIC CENTRE	\$2,850,527
CONSTRUCTION COST	\$5,299,303
CONSTRUCTION CONTINGENCY	\$529,930
TOTAL HARD CONSTRUCTION COST	\$5,829,233
PHASING, ESCALATION, SOFT COSTS, FF&E, INSPECTIONS, PROJECT CONTINGENCY, HAZARDOUS MATERIALS	\$1,748,770
<b>TOTAL CONSTRUCTION COST</b>	<b>\$7,578,003</b>

## 2.5 Future Required Scope (Unfunded)

### Arena

- Upgrade the sound system.

### Activity Centre

- Use of waste heat to melt snow on front entry.
- Improvements to storm water management of lower parking lot (east), including removal of planters.
- Connection of solar panels to building electrical system.
- Replacement of interior and exterior lighting.
- Replace interior and exterior security system, including intrusion alarm system.
- Upgrade public address system.
- Replacement of fire alarm system.
- Replace communications systems cabling & wiring.
- Provide new windows on east wall of community hall.
- Upgrades to heating, ventilation and dehumidification in the gymnastics and curling rink.
- Replacement of all major mechanical units throughout activity centre.

#### LEGEND

- Building code and life safety deficiencies
- Accessibility improvements
- Life cycle renewal and maintenance
- Operational improvements
- Building functional program improvements

### Aquatic Centre

- Replace interior and exterior security system, including intrusion alarm system.
- Upgrades to the public address system.
- Replace communication systems cabling & wiring.
- Fire alarm system upgrades.
- Replace exterior lighting on aquatic centre.
- Replace sand filters.
- Upgrades to pool electrical bonding.
- Install impressed current cathodic protection to the pool deck.
- Placement of geotechnical backfill below footings in crawl space.
- Exterior cladding repairs.
- Replacement of pool aquatic system, including chemical feed system, ventilation and heat exchangers.
- Construction of a new water treatment room.
- Upgrades to mechanical system, including new air handling units, boilers, domestic hot water tanks, filters and heat exchangers.

# 2.6 Supporting Drawings

- NEW DRESSING ROOM EXPANSION (WEST & SOUTH) AND ZAMBONI ROOM EXPANSION, INCLUDING NEW STORAGE ROOM  
NEW SECOND FLOOR AREA LOUNGE (WEST)
- NEW LOBBY EXPANSION (WEST)
- SECOND FLOOR ARENA LOUNGE (EAST)
- BOUNDARY OF FRONT ENTRY ENHANCEMENTS



**SITE PLAN | PROPOSED ADDITIONS**

# 2.6 Supporting Drawings

## Council Requested Scope Cost Summary

### Included in Required Scope

**EXISTING DRESSING ROOM RENOVATION**

• **\$879,592**

### Included in Council Requested Scope

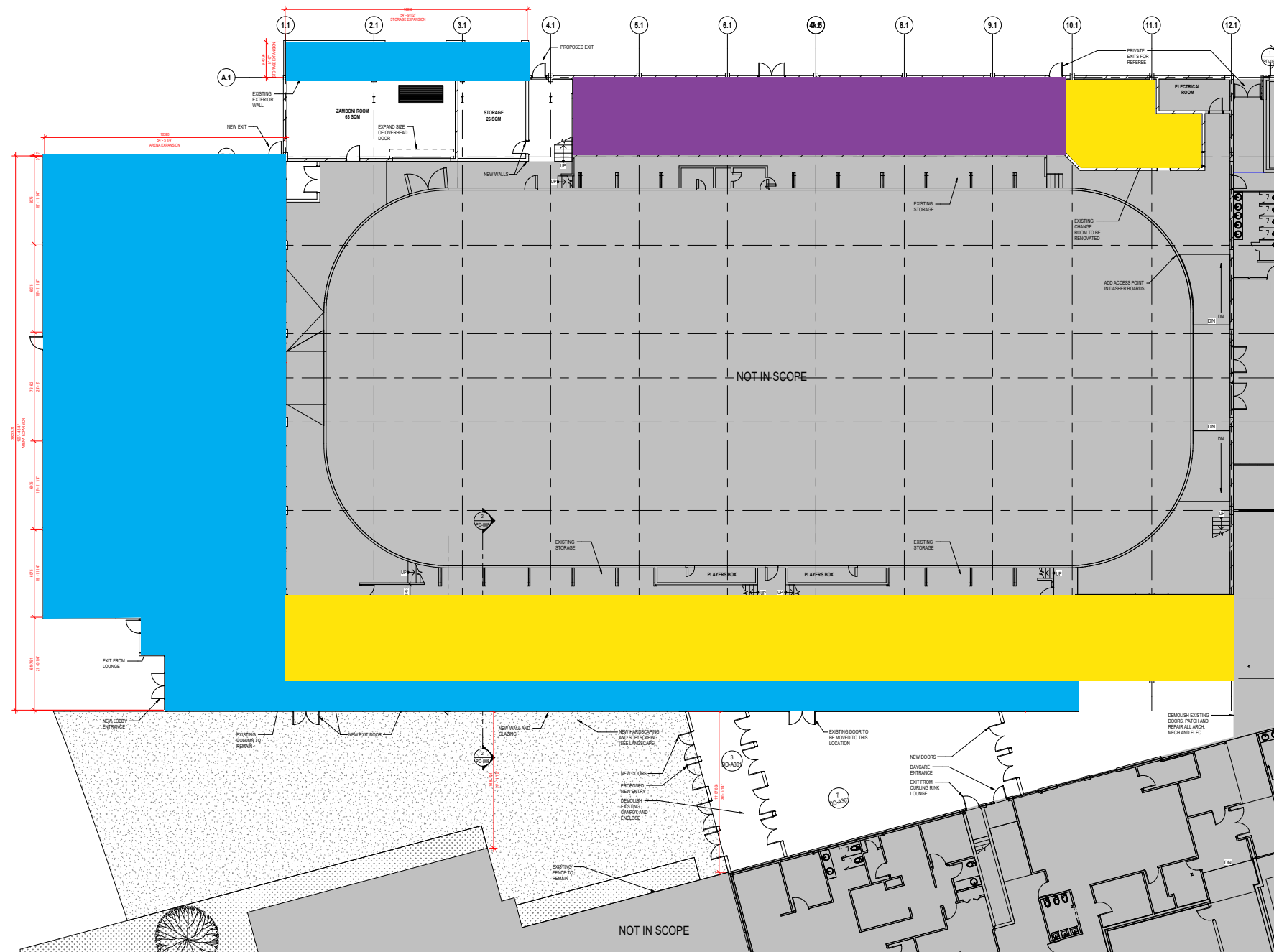
**NEW DRESSING ROOM EXPANSION (WEST & SOUTH) AND ZAMBONI ROOM EXPANSION, INCLUDING NEW STORAGE ROOM**

• **\$3,355,756**

### Not Included in Council Requested Scope

**NEW DRESSING ROOM RENOVATION (NORTH)**

• **\$288,095**



**MAIN FLOOR | ARENA**

# 2.6 Supporting Drawings

## Council Requested Scope Cost Summary

### Included in Council Requested Scope

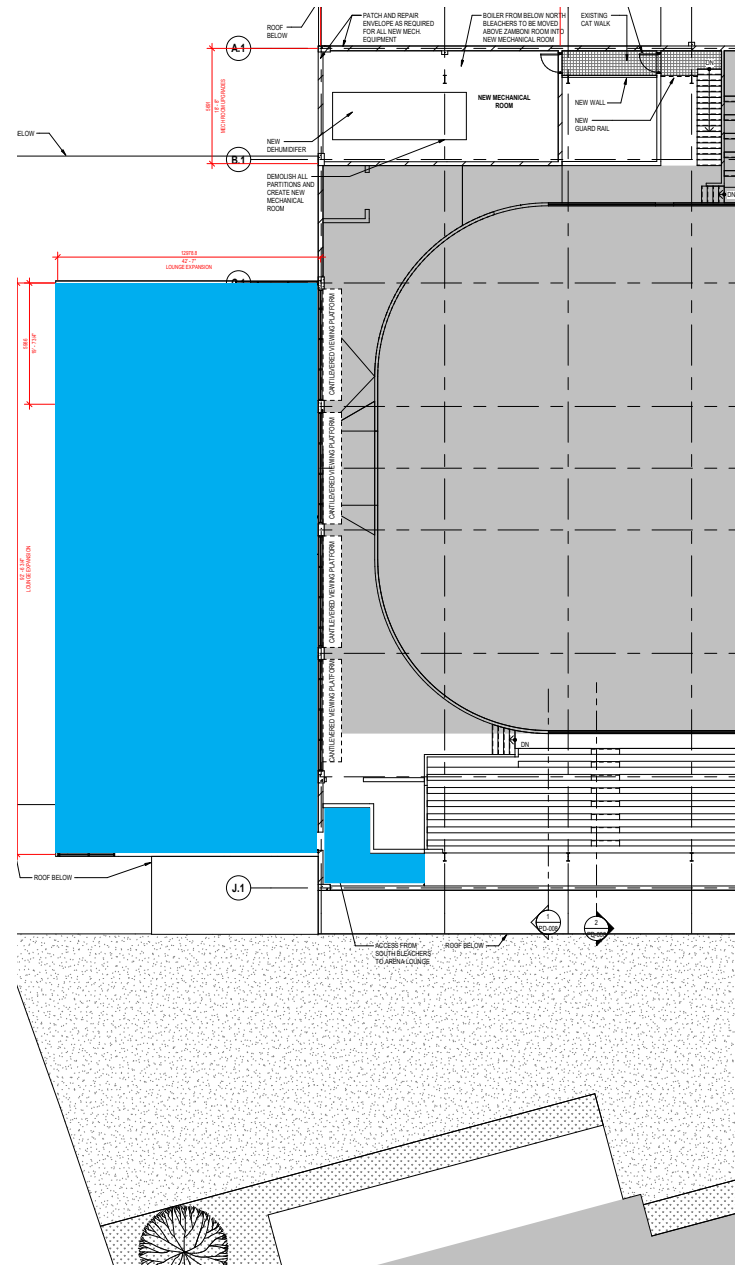
**NEW SECOND FLOOR ARENA LOUNGE (WEST)**

• \$1,712,708

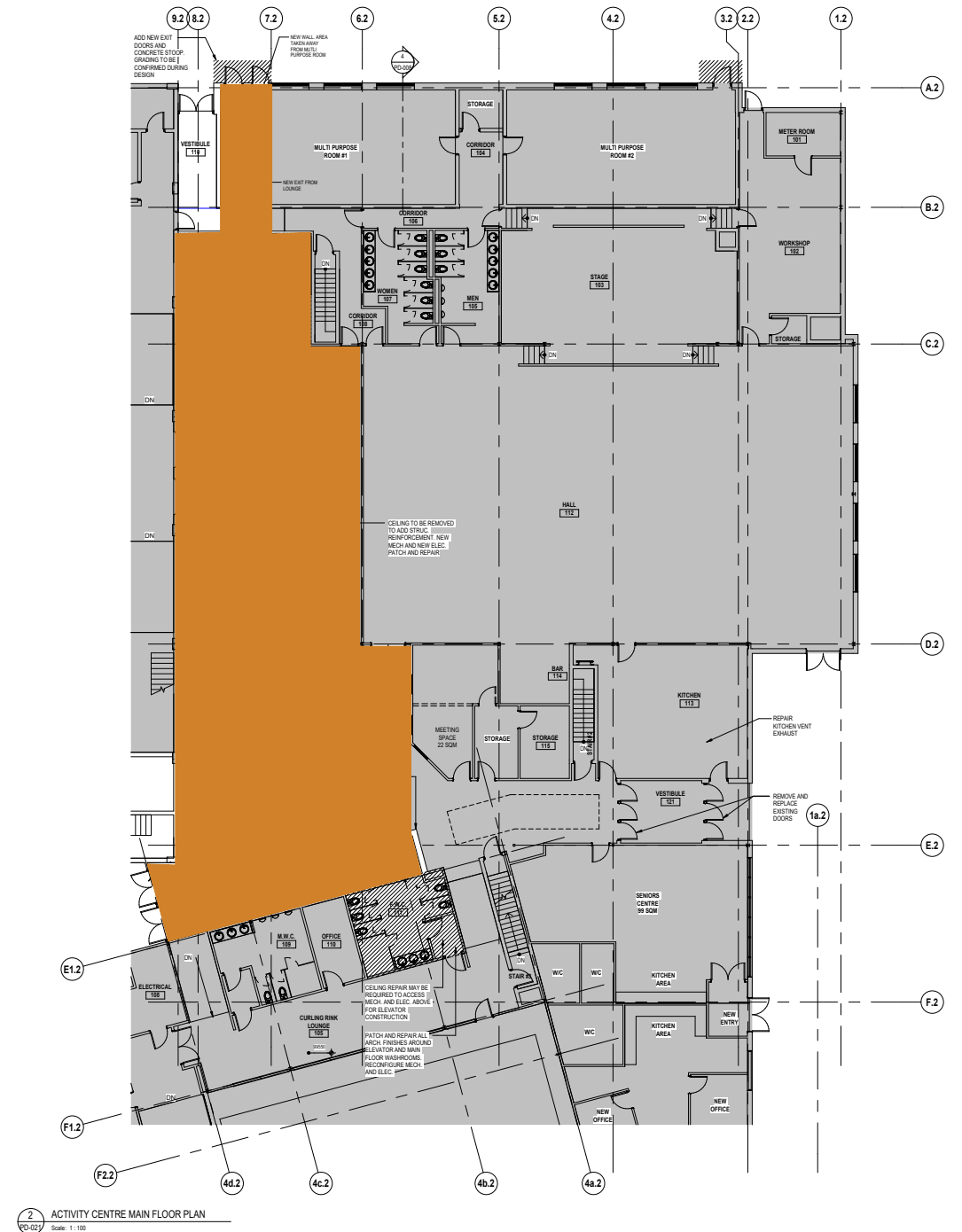
### Not Included in Council Requested Scope

**NEW SECOND FLOOR ARENA LOUNGE (EAST), INCLUDING NECESSARY LOBBY RENOVATIONS**

• \$2,404,764



**SECOND FLOOR | WEST**



**SECOND FLOOR | EAST**

# 2.6 Supporting Drawings

## Council Requested Scope Cost Summary

### Included in Council Requested Scope

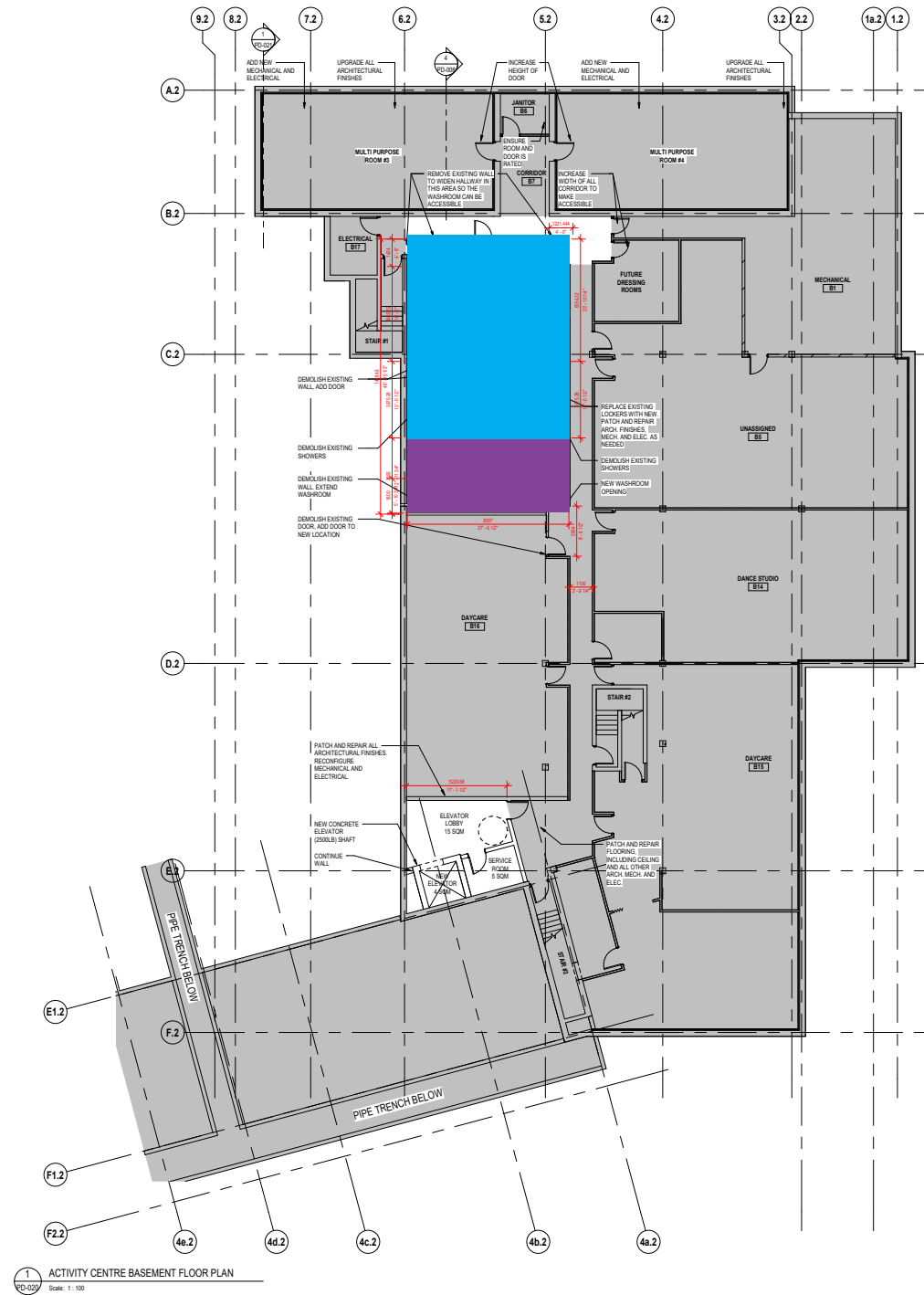
■ FULL RENNOVATION OF BASEMENT WASHROOMS

• \$495,355

■ CONVERSION OF SAUNA TO THIRD UNIVERSAL WASHROOM

• \$133,238

<b>COUNCIL REQUESTED</b>
<b>TOTAL CONSTRUCTION COST</b>
<b>\$628,594</b>



**BASEMENT | ARENA & ACTIVITY CENTRE LOBBY**

# 2.6 Supporting Drawings

## Council Requested Scope Cost Summary

### Included in Required Scope

RENOVATE AND RELOCATE EXISTING UNIVERSAL WASHROOM AND DRESSING ROOM, REMOVING ACCESS FROM POOL DECK. PARTIALLY RENOVATE MEN'S LOCKER ROOM.

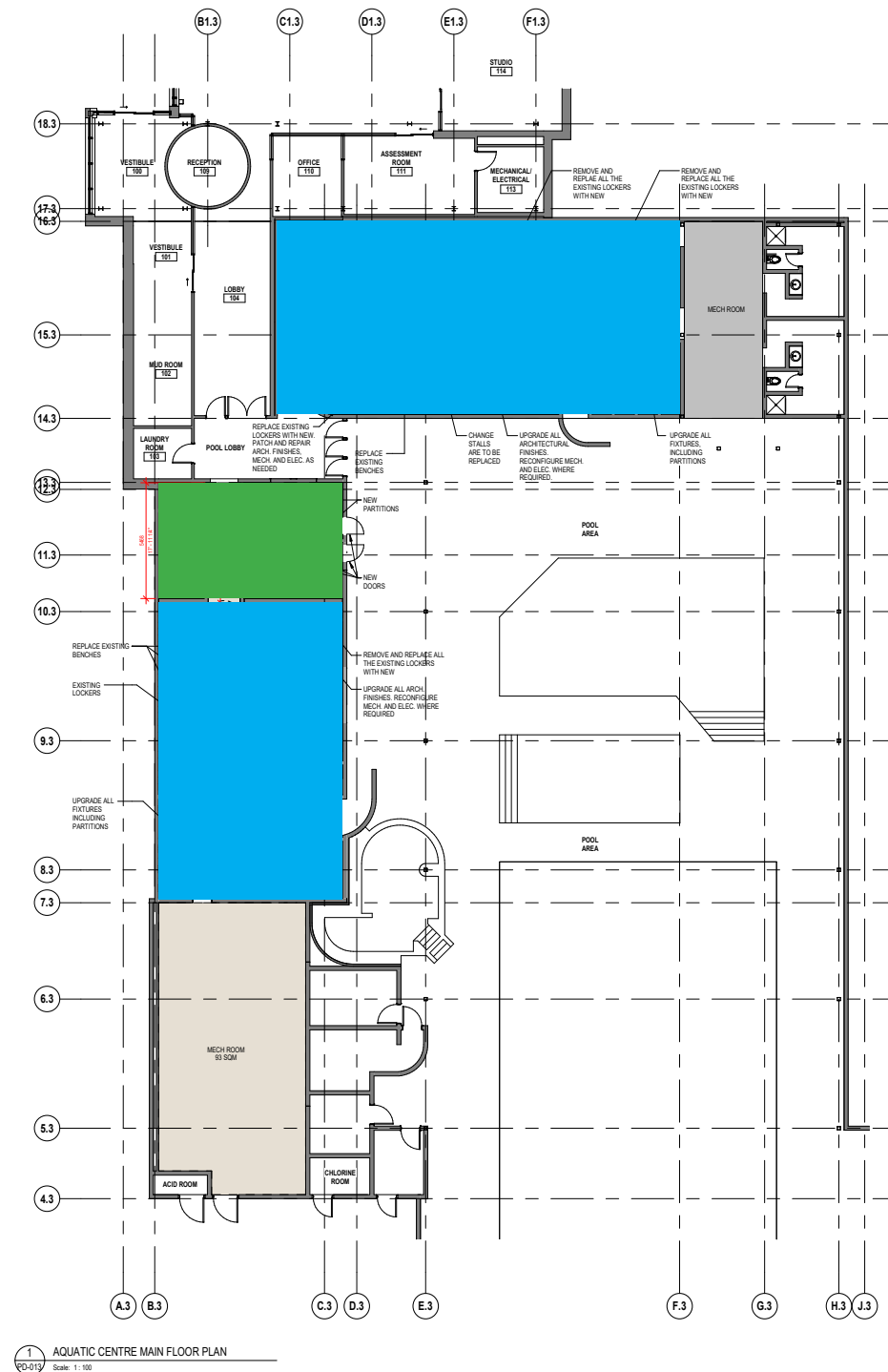
• \$161,228

### Included in Council Requested Scope

FULL RENOVATION OF MEN'S & WOMEN'S DRESSING ROOM AND WASHROOMS

• \$324,497

<b>COUNCIL REQUESTED</b>
<b>TOTAL CONSTRUCTION COST</b>
<b>\$342,497</b>



MAIN FLOOR | AQUATIC CENTRE

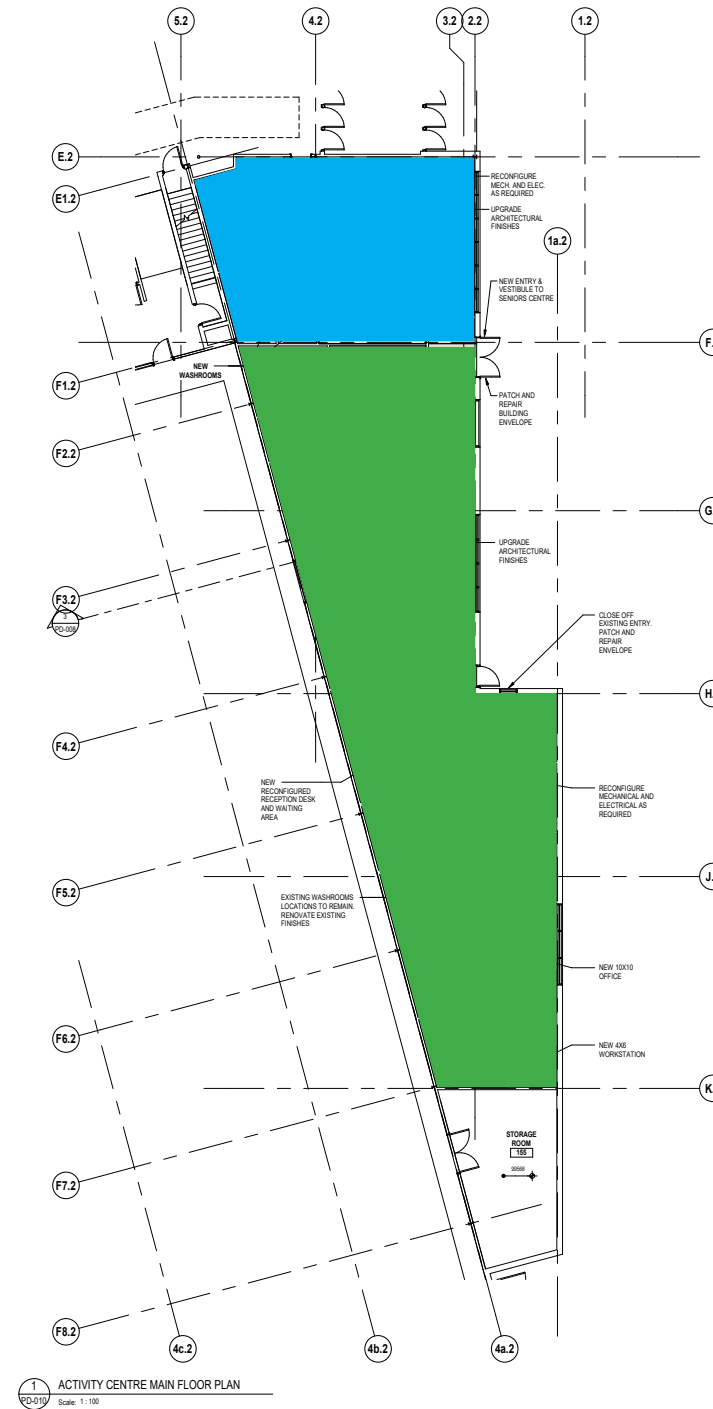
# 2.6 Supporting Drawings

## Council Requested Scope Cost Summary

Included in Council Requested Scope

■ NEW RELOCATED ADMINISTRATION OFFICE

■ NEW RELOCATED SENIOR'S CENTRE



<b>COUNCIL REQUESTED</b>
<b>TOTAL CONSTRUCTION COST</b>
<b>\$593,963</b>

**MAIN FLOOR | ACTIVITY CENTRE / SENIOR'S CENTRE & ADMINISTRATION SPACE**



**EDMONTON**

Suite 310, 14055 West Block NW  
Edmonton, AB T5N 1L8  
T: 780.421.8060

**CALGARY**

Suite 300, 2207 4th Street SW  
Calgary, AB T2S 1X1  
T: 403.283.7796

**TORONTO**

#403, 179 John Street  
Toronto, ON M5T 1X4  
T: 647.749.3388



## AGENDA ITEM 6.2

### REQUEST FOR DECISION

**Subject:** Garage Suites Feedback  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Bill Given, Chief Administrative Officer  
**Reviewed by:** Emma Acorn, Legislative Services Coordinator  
**Date:** May 3, 2022

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#### **Committee Recommendation:**

That Council accept the Interim Garage Suite Policy in principle.

#### **Alternatives:**

- That Council direct administration provide additional input to Parks Canada for further refinement of the Interim Garage Suite policy.

#### **Background:**

On January 11, 2022 council received information from Parks Canada with respect to proposed standards for Garage Suites. Parks requested that the municipality provide feedback on the concept and the issue was discussed at committee on February 8 where committee passed the following motion:

*That Committee recommend Council endorse the concept of Garage Suites subject to their exclusive use as residential accommodation; and,*

*That Committee direct Administration to return to a future Committee meeting with options to address the following issues:*

- o Emergency access*
- o User access*
- o Water, wastewater, solid waste, and recycling capacity*
- o Parking and enforcement*

Administration returned to the April 26 meeting with the draft interim garage suites policy and Committee passed the following motions:

*That Committee direct administration to provide feedback to Parks Canada with respect to articles 7.03, 8.05 and 8.08 of the Interim Policy on Garage Suites in the Town of Jasper.*

*That Committee recommend Council accept the interim garage suites policy in principle.*

#### **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 addition housing within the existing house, a garage suite provides the additional housing as a standalone building on the same property.

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 should be considered as well.

After reviewing the issues from a number of municipal perspectives and engaging in further discussions with administration Parks Canada have proposed the revised Interim Policy on Garage Suite that are attached to this report. The areas of the community where Garage Suites would be a permitted use under the proposed policy are the R1, R2 (excluding Parcels CM 1-7) and the r2H districts. These areas are shown in the attached map.

Administration believe that all the concerns identified by Council are addressed to the extent possible within planning and development. Some considerations such as on-street parking enforcement and rear lane maintenance remain the operational responsibility of the municipality.

Over all the proposed interim Garage suites policy as proposed creates new opportunity for infill housing in alignment with the priorities expressed by council.

**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:**

Garage Suites Map

Parks Canada proposed Interim Garage Suites Policy.

# Town of Jasper Land Use Districts Considered for Garage Suites

## Residential

- R1 - One-Unit Dwelling
- R2 - Two-Unit Dwelling
- R2H - Old Town Jasper Historic
- Water Hydrant



# INTERIM POLICY ON GARAGE SUITES IN THE TOWN OF JASPER

## Article 1.0 Effective Date

Section 1.01 This Interim Policy takes effect on April 1, 2022.

## Article 2.0 Purpose

Section 2.01 The purpose of this Interim Policy is to permit the development of Garage Suites in the Town of Jasper without significantly affecting the built form. By permitting garage suites, this policy aims to:

- (a) Provide safe additional housing units; and
- (b) Increase the diversity in housing units.

## Article 3.0 Scope

Section 3.01 This Interim Policy applies to the development of a Garage Suite in detached Garages in the Town of Jasper.

Section 3.02 This Interim Policy does not apply to an attached Garage as the Town of Jasper Land Use Policy implies living areas above an attached Garage are to be included in the Site Coverage of the Primary building and an ADU in these instances would be subject to the Interim Policy for Secondary Suites in the Town of Jasper.

Section 3.03 Where conflict exists between this Interim Policy and other policies or plans, the most recent policy applies.

## Article 4.0 Context

Section 4.01 **Community** - In 2013, a community-led group approached Parks Canada with a request to consider secondary suites within the Jasper townsite. Parks Canada, with the Municipality of Jasper, commissioned a consultant to develop a series of deliverables and recommendations to encourage more housing in the community for eligible residents. Public consultation was held in February and March 2019 exploring public interest in a variety of topics including Accessory Dwelling Units (ADUs). A What We Heard Report was completed on September 5, 2019. The public was in favour of incorporating ADUs in areas where site sizes were adequate and building code requirements could be met. Garage Suites are a form of ADU.

**Section 4.02 Regulatory & Policy** - The *Canada National Parks Act (S.C. 2000, c.32)* section 16.(1)(m) states the Governor in Council may make regulations respecting...the control of the location, standards, design, materials, construction, maintenance, and removal and demolition of buildings, structures, facilities, signs, and other improvements and the establishment of zones governing uses of land and buildings. Under this, and related authorities, *The Town of Jasper Zoning Regulations (C.R.C., c.1111)* were created and are currently in the regulatory process of repeal and replacement. In the interim, the Town of Jasper Land Use Policy, hereafter referred to as the "Land Use Policy," is currently being applied as policy. This Interim Policy applies to a Garage Suites only, and will be used in conjunction with the Land Use Policy.

## Article 5.0 Expected Results

**Section 5.01** This Interim Policy is intended to provided clear understanding for the community of Jasper and Parks Canada of the requirements when assessing and issuing development permits for Garage Suites. This Interim Policy shall be continually reviewed and updated to ensure it achieves its purpose. It shall ultimately provide direction towards formally incorporating Accessory Dwelling Units into the Land Use Policy.

## Article 6.0 Definitions

**Section 6.01** Capitalized words that are not defined in this Interim Policy are defined in the Land Use Policy.

**Section 6.02 The following terms are defined for the purpose of this Interim Policy:**

- (a) "**garage suite**" means a self-contained dwelling unit on the same Site as a Primary Dwelling that is located above a detached Garage and has its own kitchen, sleeping, and bathroom facilities; and
- (b) "**interim policy**" means this Interim Policy for Garage Suites in the Town of Jasper.

## Article 7.0 General Requirements

**Section 7.01 Building Code Conformance**- All new construction, be it a new Garage including a Garage Suite or the conversion of a part of an existing Garage into a Garage Suite, must be in conformance with the current Safety Codes in effect at the time of permit application and not the safety codes at the time the Garage was initially constructed.

**Section 7.02 Subdivision** – A Garage Suite may not be condominiumized, subdivided from an existing site, or assigned separately from the primary dwelling through a tenant in common arrangement or otherwise.

**Section 7.03 Occupancy** – A Garage Suite may only be occupied by eligible residents, as defined in the National Parks of Canada Lease and Licence of Occupation Regulation (SOR/92-25). Garage Suites may not be rented, or made available for, periods less than 30 days.

## Article 8.0 Garage Suites

**Section 8.01 Permitted Use Districts** - Garage Suites, located above detached Garages, shall be a Permitted Use for sites in the following Districts:

- (a) R1 (One-Unit Dwelling District);
- (b) R2 (Two-Unit Dwelling District) excluding Parcels CM 1 – 7 (Aspen Close);
- (c) R2H (Old Town Jasper Historic District); and

**Section 8.02 Garage:**

- (a) A Garage that does not have a Garage Suite must adhere to all of the current Land Use Policy requirements for a Garage in the District it is located within; and
- (b) A Site that proposes to develop a Garage Suite, subject to the Sections contained in this Interim Policy, shall adhere to the Garage location, access, and site area requirements of the District it is located within as stated in the Land Use Policy.

**Section 8.03 Development** – Sites that propose to develop a Garage Suite shall use the development process as set out in the Land Use Policy and on the Jasper National Park website: <https://www.pc.gc.ca/en/pn-np/ab/jasper/info/permis-permits/amenagement-development>.

**Section 8.04 Density** – A maximum of One (1) Garage Suite per Site shall be permitted.

**Section 8.05 Parking** – A Garage Suite:

- (a) For a Site with back lane the parking must be accessed from the back lane
- (b) For a Site without back lane access the parking may be accessed from the street unless it is a corner Site in which it may be accessed by the side street;
- (c) No additional on-site parking shall be required for a Garage Suite as long as the Site has a minimum of One (1) required on-site parking stall for each Dwelling Unit plus any Accessory Dwelling Units, all in accordance with the Land Use Policy and all interim Accessory Dwelling Unit policies, for the Site.
- (d) For sites without back lane access, the additional on-site parking to accommodate a Garage Suite may be located in the front setback as long as it does not conflict with the required front yard landscaping requirements of the district it is located within.

**Section 8.06 Exterior Entrances** – A Garage Suite:

- (a) May have exterior stairways to the Garage second floor;
- (b) If located on a Site with back lane access, neither the exterior entrance nor the unenclosed exterior stairway shall face the back lane;
- (c) Shall have an unobstructed hardened (concrete or sidewalk blocks) sidewalk accessible from the front street to the exterior Garage Suite landing, with a maximum distance of 30 metres, for emergency service access; and
- (d) Shall have the civic address of the Garage Suite clearly visible at the front of the Site as viewed from the street.

**Section 8.07 Garage Suite Height** – The maximum overall Garage Suite height to the ridge line as measured from grade is 6.6 metres with a maximum eave line height of 3.5 metres on at least two opposite sides of the Garage Suite.

**Section 8.08 Garage Suite Side Setbacks** - For interior lots abutting a back lane:

- (a) the side setback for a new Garage development, with a Garage Suite, is 1.8m; or
- (b) sites with an existing Garage, with a side setback less than 1.8m, that propose to add a Garage Suite shall be subject to addressing the setback in accordance with the National and Provincial Safety Codes.

## Section 8.09 *Garage Suite Roof Form*

- (a) The Garage Suite roof form shall respect the Rocky Mountain Architecture, as described in the Jasper Architectural Motif Guidelines, with large steep simple roof forms (minimum 6:12 slope) with upper stories incorporating the use of dormers, however:
- (i) Dormers shall not be more than 50% of the building width on either the front or back elevations; or
  - (ii) Dormers shall not be more than 75% of the building width on either side elevation.

## Article 9.0 Exemption from the Requirements of this Interim Policy

**Section 9.01** In the application of this Interim Policy, it may not always be possible to carry out the requirements. In these instances, approval for a variance from the requirements of this Interim Policy, may be obtained from the Superintendent of Jasper National Park, provided that the requested exemption does not contravene applicable legislation, or the intent of applicable, policy. Application for a variance shall be subject to the variance process stated in the Land Use Policy and on the Jasper National Park website: <https://www.pc.gc.ca/en/pn-np/ab/jasper/info/permis-permits/amenagement-development/appliquer-apply/variances>

**Section 9.02** The rationale for a variance and the approval must be documented.

## Article 10.0 Monitoring

**Section 10.01** Realty and Municipal Services shall monitor this policy and ADUs in Jasper and provide advice and updates to the Superintendent and the Municipality of Jasper. This Interim Garage Suite Policy is subject to amendments or termination at the Superintendent's discretion.

**Section 10.02** This Interim Policy will be reviewed as needed and at a minimum of annually by Parks Canada. It will remain in effect until the review indicates it should be rescinded or it is superseded by a new policy, at which time it will be deemed rescinded.

## Article 11.0 Related Legislation, Policies and Guidelines

**Section 11.01** Unless explicitly stated otherwise, Garage Suites are subject to all acts, regulations, and policies pertaining to development in the Town of Jasper in effect at the time of application. These requirements may include:

- (a) *Canada National Parks Act (S.C. 2000, c. 32)*;
- (b) *Town of Jasper Zoning Regulations (C.R.C., c. 1111)*;
- (c) *National Parks of Canada Lease and Licence of Occupation Regulation (SOR/92-25)*
- (d) *National Parks Building Regulations (C.R.C., c. 1126)*;
- (e) *National Building Code of Canada (2015)*;
- (f) *National Plumbing Code of Canada (2015)*;
- (g) *National Fire Code of Canada (2015)*;
- (h) *National Energy Code of Canada for Buildings (2017)*;
- (i) *Province of Alberta Safety Codes Act and Regulations thereunder including, but not limited to:*
  - (i) *National Building Code – Alberta Edition (2019)*; and
  - (ii) *Alberta Fire Code (2014)*,
- (j) Town of Jasper Land Use Policy;
- (k) Architectural Motif Guidelines for the Town of Jasper (1993), as amended (1997);
- (l) Design Guidelines for New Development in Old Town Jasper (2005); and
- (m) Area Redevelopment Plan for the Jasper Mobile Home District (2004),

All as amended from time to time.



**Article 12.0      Approval**

I approve: \_\_\_\_\_  
                  Alan Fehr  
                  Superintendent  
                  Jasper National Park

Signed in the Town of Jasper,  
in the Province of Alberta,  
this \_\_\_\_ day of \_\_\_\_\_, 2022

Prepared by: Dave Kreizenbeck / Senior Realty and Development Advisor / JFU / (780) 852-6104  
Recommended by: Moira McKinnon / Realty and Municipal Services Manager / (780) 852-6174

DRAFT

**From:** [Steve Allan](#)  
**To:** [Municipality of Jasper](#)  
**Subject:** Program Announcement - 2022 Communities in Bloom (CiB) Participation  
**Date:** Wednesday, April 20, 2022 2:41:46 PM

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April 20, 2022

His Worship Richard Ireland  
PO Box 520  
T0E 1E0  
Municipality of Jasper

Dear Mayor Ireland

**Re: Program Announcement – 2022 Communities in Bloom (CiB) Participation**

Registration for Communities in Bloom Alberta 2022 is underway. We invite your community to join us! The theme of this year's program is Year of the Garden.

In its 15th year, the CiB Alberta program continues to enhance quality of life, support community improvement projects and recognizes dedicated volunteers across Alberta. CiB Alberta is a fantastic program to support the economic and human recovery of your citizens and communities.

Registered Alberta communities can participate in various categories including an evaluation process to receive constructive feedback and suggestions in the areas of Tidiness, Environmental Action, Urban Forestry, Heritage Conservation, Landscaped areas and Floral Displays. We welcome your participation in this initiative.

To discover more about Communities in Bloom, enjoy this video:  
<https://www.youtube.com/watch?v=WlivKHB7EYw>

To register for Communities in Bloom Alberta, find more information here:  
<https://arpaonline.ca/program/cib/participate/>

The Canadian Garden Council invite municipalities to proclaim 2022 as the Year of the Garden for their citizens to acknowledge all the benefits that Gardens and Gardening provide.

By joining Canada's celebration of the Year of the Garden 2022 municipalities will demonstrate leadership and inspire and engage citizens using evidence-based information and actions to contribute to the sustainability of Canadian municipalities.

For more information about the Year of the Garden 2022, follow this link:  
<https://livethegardenlife.gardenscanada.ca/>

For more information on CiB Alberta do not hesitate to contact CiB Provincial Coordinator, Karen Snethun at [ksnethun@arpaonline.ca](mailto:ksnethun@arpaonline.ca)

Sincerely,



**Steve Allan**  
Executive Director  
Alberta Recreation and Parks Association  
Pronouns: He/Him  
(780) 415-1745 ex. 102  
[sallan@arpaonline.ca](mailto:sallan@arpaonline.ca)  
[www.arpaonline.ca](http://www.arpaonline.ca)



*ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.*



## PROCLAMATION Year of the Garden 2022

WHEREAS, no matter where you live, in a house, condo or apartment, your gardens contribute to the enjoyment of life. From container kitchen gardens on a balcony, a landscaped backyard, colorful flower beds, to a community vegetable garden providing food to the neighborhood, all need a little effort on your part to nurture their success, and;

WHEREAS, supported by the Canadian Nursery Landscape Association, The Canadian Garden Council, through its Year of the Garden 2022 initiative aims to inspire and inform Canadians about the many health and well-being, economic, and environmental benefits gardens and gardening provide, and along the way provide tips and tricks for gardening success and the enjoyment of gardens, and;

WHEREAS, the Year of the Garden 2022 is a celebration developed by the Canadian Garden Council and members of Canada's Garden-Family to educate and inspire Canadians, and

NOW, THEREFORE, I, Richard Ireland, Mayor of Jasper, do hereby proclaim 2022 as the Year of the Garden in Jasper and ask my fellow citizens to recognize the vital impact gardens and gardening have on quality of life, at home, in communities, and across Canada.

*Richard Ireland*

Municipality of Jasper Mayor



## AGENDA ITEM 6.4

### INFORMATION REPORT

**Subject:** Police Funding Model Modifiers  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Christine Nadon, Director of Protective and Legislative Services  
**Date:** May 3, 2022

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#### Recommendation:

- That Council authorize the Mayor to write to the appropriate Minister to request that the shadow population modifier be applied to the Municipality of Jasper.

#### Background:

At the April 26, 2022 committee of the whole meeting, Council received the attached correspondence from the Assistant Deputy Minister of Justice and Solicitor General providing notification of the Municipality's required contribution to the cost of frontline policing under the Government of Alberta's Police Funding Model (PFM). As shown, the model calculates a municipality's costs based on a number of factors including population, and equalized assessment. The model also includes "modifiers" which reduce the amount a municipality would be required to pay. These factors that could lead to reductions include higher than average crime severity, an established shadow population, and whether or not the municipality actually has a detachment.

Jasper was not assessed any discounts as a result of the modifiers, despite the fact that the community has a significant and well documented shadow population.

The committee passed the following motion:

*That Committee receive the letter and invoice for information, and; that Committee recommend Council write to the appropriate minister to request that the shadow population modifier be applied to the Municipality of Jasper.*

#### 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 discount that could be realized if Jasper's shadow population was acknowledged could be up to 5% of the municipality's total 2022 billing, or approximately \$9,742.

#### Attachments:

- Correspondence from the Ministry of Justice and Solicitor General

February 28, 2022

Mr. Bill Given  
Chief Administrative Officer  
Municipality of Jasper  
PO Box 520  
Jasper AB T0E 1E0

Dear Mr. Given:

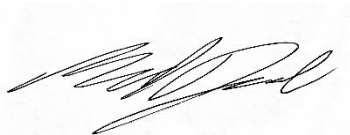
This letter is an annual notification of the Government of Alberta's legislation for collecting a municipality's policing cost share under the Police Funding Model (PFM) Regulation. Through a system of shared responsibility between the government and municipalities, a portion of the costs of frontline policing is allotted back to each municipality based on a number of factors: population, equalized assessment, crime severity, shadow population, and detachment location.

As per the Police Funding Model (PFM) Regulation, each municipality will contribute a portion of frontline policing costs based on a 15 per cent cost recovery for the fiscal year 2021/22. Total revenue generated is estimated to be \$33,446,600, and will be reinvested in Alberta policing initiatives.

Please remit payment within 45-days of the invoice made payable to the Government of Alberta and forward to the address provided on the invoice.

Any questions related to the financial details of this invoice may be directed to the attention of Gordon Crawford at [gordon.crawford@gov.ab.ca](mailto:gordon.crawford@gov.ab.ca). Other background and contextual inquiries regarding the policy of PFM may be directed to Lisa Gagnier at [lisa.gagnier@gov.ab.ca](mailto:lisa.gagnier@gov.ab.ca).

Sincerely,



M. A. (Marlin) Degrand, M.O.M.  
Assistant Deputy Minister

### Cost Breakdown

The provincial payment generating \$33,486,600 in revenue after modifiers is calculated on an annual basis using 50 per cent population, 50 per cent equalized assessment, and modifiers/subsidies for crime severity, shadow populations, and detachment location.

#### *Provincial Data*

Revenue Generated 2021-22 after modifiers	Total Municipal Population (2019)	Total Equalized Assessment (2020)	Total Revenue Base Estimate
\$33,486,600	756,036	298,714,060,954	\$34,900,000

#### *Municipal Data*

Municipality of Jasper	Data/Cost Breakdown
2019 Population	4,590
2020 Equalized Assessment	\$1,521,859,114
Equalized Assessment per capita	\$331,560
Population % of total for PFM	0.60711%
Equalized Assessment % of total for PFM	0.50947%
Amount based on 50% Population (A)	\$105,941
Amount based on 50% Equalized Assessment (B)	\$88,903
Total share policing cost C = (A + B)	\$194,843
<b>Less modifiers:</b>	
Subsidy from Crime Severity Index (CSI) Value (variable %) (Note 1)	\$ 0
Subsidy from Shadow Population (variable %) (Note 2)	\$ 0
5% for No Detachment Subsidy (Note 3)	\$ 0
Total share with modifiers	\$194,843

#### Notes

Population published Dec 2019

Equalized Assessment – an annual calculation that measures the relative wealth of a municipality creating a common assessment base. It determines the ability of a community to pay a portion of policing costs in this context.

Municipality Population / PFM Population

Municipality Equalized Assessment / PFM Equalized Assessment

Population % of provincial x 50% population x Total Base Estimate

Equalized Assessment % x 50% x Total Base Estimate

**Note 1:** CSI Subsidy received if above rural municipal average. Accounts for volume and seriousness of crime based on incarceration rates. A three-year average is used to calculate your average CSI.

**Note 2:** Shadow Population – temporary residents of a municipality employed by an industrial or commercial establishment for a minimum of 30 days within a municipal census year. Shadow populations use the municipality's services but do not contribute to its tax base. Subsidy is up to 5% of total share.

**Note 3:** No detachment subsidy provided if town/municipality does not have access to a detachment.

# INVOICE

Invoice No. **1800026873**

**Please remit to:**

**Government of Alberta**  
 c/o Alberta Justice and Solicitor General  
 Corporate Services Division  
 5th Floor, 9833 - 109 Street  
 Edmonton, Alberta T5K 2E8  
**Attention: Accounts Receivable**  
 JSG.Fin-Sys-Admin@gov.ab.ca

Invoiced to:	Municipality of Jasper	Date:	31-Mar-2022
Address:	PO Box 520		
City:	Jasper	Prov/Terr:	AB
		P.C.:	T0E 1E0
Attn:	Bill Given		

Qty	Description	Unit Price	TOTAL
	Police Funding Model (PFM) Fiscal 2021-22		
	Municipality of Jasper		\$194,843.00
	<i>Please remit payment within 45-days</i>		
	<i>For Finance Use Only: 1GxBusinessPartnerID#: 70002335</i>		
	<i>Cr. 100032/4090801100/601125/42/1004820</i>		

GST #R124072513	SubTotal	\$194,843.00
Payment due upon receipt. Cheques are to be made payable to: GOVERNMENT OF ALBERTA	GST	
Past due accounts are subject to a late payment charge.	<b>TOTAL</b>	<b>\$194,843.00</b>

# 2022 AJTMA CONFERENCE REGISTRATION FORM

ALBERTA/JAPAN TWINNED MUNICIPALITIES ASSOCIATION CONFERENCE

June 3<sup>rd</sup> & 4<sup>th</sup>, 2022

TABER, AB

HERITAGE INN CONVENTION CENTRE

REGISTRATION DEADLINE: May 6, 2022 at 4:30 PM

REGISTRATION FEE INCLUDES FRIDAY EVENING RECEPTION, SATURDAY CONFERENCE & ENTERTAINMENT, BREAKFAST & LUNCH, AS WELL AS ALL REFRESHMENT BREAKS

NAME: RALPH MELNYK ORGANIZATION: MUNICIPALITY OF JASPER

ADDRESS: Box 520 CITY/TOWN: JASPER, AB

POSTAL CODE: T0E 1E0 PHONE: 780-852-3224 EMAIL: RMELNYK@TOWN.JASPER.AB.CA

Will you have guests from your twinned municipality attending this conference? YES  NO

If so, please indicate: NAME OF TWINNED MUNICIPALITY: \_\_\_\_\_

How many are attending from the twinned municipality? \*\* \_\_\_\_\_ \*\*

Do you or any guests have any special dietary requirements? \_\_\_\_\_

**\*\*For nametags, we would appreciate you sending the names of each attendee to [conference@taber.ca](mailto:conference@taber.ca)**

## FEES:

Full conference registration (per person): \$120.00

Extra Friday Meet & Greet Reception Tickets: \$20 x \_\_\_\_\_

TOTAL: \$120<sup>00</sup>

## HOTEL BOOKINGS:

We have secured 50 rooms at the Heritage Inn in Taber for guests of the conference at the nightly rate of \$76.00. Rate is valid for the arrival date of June 3<sup>rd</sup> and check out date of June 5<sup>th</sup>. Please call the hotel directly at 403-223-4424 to book, and mention the Alberta-Japan Twinned Municipalities Conference. Rooms booking cutoff date is May 12<sup>th</sup>, 2021.

Please make cheques payable to the Town of Taber and mail to A 4900 50<sup>th</sup> Street, Taber, AB, T1G 1T1

If you require an invoice for your records, please email us at [conference@taber.ca](mailto:conference@taber.ca) and we will be happy to accommodate that request.





# Council Member Development

Request for approval with financial support

<b>Council Member</b>	RALPH MELNYK			
<b>Name of Session/Activity</b>	ALBERTA JAPAN TWINNING ASSOC, AGM			
<b>Sponsoring Organization</b> (i.e. AUMA, etc.)	✓	✓	✓	✓
<b>Nature of Session/Activity</b>	ANNUAL GENERAL MEETING.			
<b>Location</b>	TABER ALBERTA			
<b>Start Date</b>	JUNE 3, 2022			
<b>End Date</b>	JUNE 4, 2022			
<b>A. Honorarium</b>				
Honorarium requested	3 days	@	\$262.73	Total: \$ 788.19
<b>B. Expense Support</b>				
Accommodation	2	@	\$ 85	Total \$ 170 <sup>00</sup>
Meals (FRI + SUN)	2	@	\$ 47	Total \$ 94 <sup>00</sup>
Travel TO TABER AB	1,332	@	\$0.55/km	Total \$ 732.60
Registration	1	@	\$ 120	Total \$ 120 <sup>00</sup>
Other <del>MEET + GREET</del>	1	@	\$	Total \$
<b>Total expense support (B)</b>				\$ 1,116 <sup>60</sup>
<b>Total est. support (A+B)</b>				\$ 1,904 <sup>79</sup>

Councillor's signature: RPMelnyk

Date: APRIL 28/2022

Mayor's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Conditions of approval (if any):

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# Council Member Development

Request for approval with financial support



<b>Council Member</b>	KATHLEEN WAXER				
<b>Name of Session/Activity</b>	ANNUAL GENERAL MEETING.				
<b>Sponsoring Organization</b> (i.e. AUMA, etc.)	ALBERTA JAPAN TWINNING ASSOCIATION				
<b>Nature of Session/Activity</b>					
<b>Location</b>	TABOR, AB				
<b>Start Date</b>	JUNE 3, 2022				
<b>End Date</b>	JUNE 4, 2022				
<b>A. Honorarium</b>					
Honorarium requested	3 days	@	\$262 <sup>73</sup>	Total:	\$ 788. <sup>19</sup>
<b>B. Expense Support</b>					
Accommodation	2	@	\$ 85	Total	\$ 170 <sup>00</sup>
Meals (FR + SUN)	2	@	\$ 47	Total	\$ 94 <sup>00</sup>
Travel		@	\$0.55/km	Total	\$
Registration	1	@	\$ 120 <sup>00</sup>	Total	\$ 120 <sup>00</sup>
Other		@	\$	Total	\$
<b>Total expense support (B)</b>					\$ 384 <sup>00</sup>
<b>Total est. support (A+B)</b>					\$ 1,172 <sup>19</sup>

Councillor's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mayor's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Conditions of approval (if any):

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# 2022 AJTMA CONFERENCE REGISTRATION FORM

ALBERTA/JAPAN TWINNED MUNICIPALITIES ASSOCIATION CONFERENCE

June 3<sup>rd</sup> & 4<sup>th</sup>, 2022

TABER, AB

HERITAGE INN CONVENTION CENTRE

**REGISTRATION DEADLINE: May 6, 2022 at 4:30 PM**

REGISTRATION FEE INCLUDES FRIDAY EVENING RECEPTION, SATURDAY CONFERENCE & ENTERTAINMENT, BREAKFAST & LUNCH, AS WELL AS ALL REFRESHMENT BREAKS

NAME: KATH LEEN WAXER ORGANIZATION: MUNICIPALITY OF JASPER

ADDRESS: Box 520 CITY/TOWN: JASPER, AB

POSTAL CODE: T0E 1E0 PHONE: 780-852-8139 EMAIL: TOWN: JASPER, AB, CA  
KWAXER @

Will you have guests from your twinned municipality attending this conference? YES \_\_\_\_\_ NO

If so, please indicate: NAME OF TWINNED MUNICIPALITY: \_\_\_\_\_

How many are attending from the twinned municipality? \*\* \_\_\_\_\_ \*\*

Do you or any guests have any special dietary requirements? \_\_\_\_\_

*\*\*For nametags, we would appreciate you sending the names of each attendee to [conference@taber.ca](mailto:conference@taber.ca)*

## FEES:

Full conference registration (per person): \$120.00

Extra Friday Meet & Greet Reception Tickets: \$20 x \_\_\_\_\_

TOTAL: \$120<sup>00</sup>

## HOTEL BOOKINGS:

We have secured 50 rooms at the Heritage Inn in Taber for guests of the conference at the nightly rate of \$76.00. Rate is valid for the arrival date of June 3<sup>rd</sup> and check out date of June 5<sup>th</sup>. Please call the hotel directly at 403-223-4424 to book, and mention the Alberta-Japan Twinned Municipalities Conference. Rooms booking cutoff date is May 12<sup>th</sup>, 2021.

Please make cheques payable to the Town of Taber and mail to A 4900 50<sup>th</sup> Street, Taber, AB, T1G 1T1

If you require an invoice for your records, please email us at [conference@taber.ca](mailto:conference@taber.ca) and we will be happy to accommodate that request.

**From:** [Ailsa Ross](#)  
**To:** [Municipality of Jasper](#)  
**Subject:** We need public awareness of section 4.1 of Jasper Bylaw #126  
**Date:** Monday, April 25, 2022 11:47:56 AM

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Good morning! I sent this email in 2020 and – now that it's spring and I'm seeing a lot of domestic cats wandering about the town in the mornings (and soon there will be baby birds who are vulnerable to such cats!) – I thought I'd re-send this message, as now is the perfect time for cat owners to be extra cognisant about keeping their pets under control, at least for the next few months — those young birds really do need time and space to learn to fly and live and soar. Thank you! Ailsa

\*\*\*

Dear Mayor and Council,

Jasper townsite has so many wonderful birds at this time of year -- juncos and tree swallows, robins and hummingbirds have recently flown in all the way from South America, from Mexico and California.

These birds are at risk of being killed by outdoor cats (indeed, they are all being killed by outdoor cats).

That's no good. Legally, there should not be any outdoor cats in this town. That's according to Municipality of Jasper Bylaw #126 Domestic Animal Bylaw 2010, section 4.1 (Every Owner shall at all times Keep his Dog or Cat under Physical Control: No Owner of any Dog or Cat shall permit such Dog or Cat to Run at Large in the Town).

Can we please have a public awareness campaign alerting people to the need for cat-positive, bird-positive behaviours here in Jasper?

Having a bylaw is not enough if there are people who don't read it or who choose not to follow it. On the very short, one-block walk I take from my apartment to the town creek each morning, I regularly see four pet cats out by themselves.

Why do cat-positive, bird-positive behaviours matter?

Canada's birds are in decline. Some of our birds have declined by over 90% -- and it's not just the climate crisis and habitat destruction that are impacting their numbers -- domestic cats greatly add to the list of risks birds face. Environment Canada research estimates that 130 to 433 million birds a year die as a result of people. Cats are thought to cause 75% of those deaths.

For the sake of the birds, but also for the safety of cats who deserve the same level of care of dogs (but who, by some, are treated as something between pet and wildlife), let's change the permissive attitude towards outdoor cats in Jasper.

According to Nature Canada, a wonderful conservancy nonprofit, public awareness campaigns really are necessary for the changing of citizens' behaviours here.

Handily, they've [created a great page](#) just for municipalities -- about how to "create a cat-positive, bird-positive communications strategies" that encourage citizens to participate in a local effort to improve cat and bird welfare.

They even have a helpful point person you can email to talk about, for example, tailored measures that can be used while operating under a very tight budget (just email

[info@catsandbirds.ca](mailto:info@catsandbirds.ca) to talk).

Will you please look at this Nature Canada page for municipalities? And will you endeavour to get in touch with them for ideas on how best to implement public awareness measures for our small town?

With fingers crossed, and with so much hope,

Ailsa Ross  
1002 Patricia Street

P.S. With so many migratory, at-risk birds in town right now, there's no time to waste. A wildlife biologist just shared a picture on social media of a dead junco in Jasper townsite with the caption: "Keep your cats indoors folks. Second bird since yesterday. RIP M. junco and M. Chipping Sparrow."

That's sad anywhere, but especially here, in this place that should be a haven for wildlife.

\*\*\*



April 25, 2022

To Mayor and Council,

I am writing on behalf of the Jasper Food Bank Society to request that a recycling bin for cardboard be located adjacent to the Anglican church located at 600 Geikie Street. Possibly in one of the two parking lots next to the building. Since the beginning of the Covid 19 pandemic, food bank usage in our community has increased dramatically, resulting in far greater cardboard disposal. Now that the food recovery program also runs out of the same location, we believe there is enough cardboard to warrant a bin and pick up service.

Thank you for your consideration of this matter.

Kind Regards,

Megan LeBlanc  
President of the Board of Directors  
Jasper Food Bank Society  
780-883-1116  
[jasperfoodbank@gmail.com](mailto:jasperfoodbank@gmail.com)



AGENDA ITEM 7.3

April 28, 2022

**To: Mayor and Council**

**Re: Economic Development Week - May 9 to 13, 2022**

Dear Mayor and Council:

May 9 to 13, 2022 is Economic Development Week! During this week, communities across North America celebrate and recognize the contributions made by professional economic developers to create economically vibrant and livable communities.

Economic development initiatives offer local programs that create jobs, advance and create development and business opportunities, and improve the quality of life in communities everywhere.

Community Futures West Yellowhead is a non-profit organization offering business coaching, business training, business financing, and community economic development to the West Yellowhead region. Governed by a Board of Directors comprised of two directors from each of our municipalities, CFWY is funded by the Government of Canada through Prairies Economic Development Canada. We are proud to serve the communities of Yellowhead County, Edson, Jasper, Hinton and the hamlet of Grande Cache and its surrounding cooperatives and enterprises in the Municipal District of Greenview.

As CFWY starts its new 2022-2023 fiscal year, we would like to share with you the impact our organization has on the regional business community by sharing our 2021-2022 stats:

- 455 businesses created, maintained, or expanded through business services
- 353 participants in business training sessions
- 987 entrepreneurs and businesses in the region received business advisory services
- \$1,220,078 in loans to 38 businesses in the West Yellowhead region

Our team is ready to help grow entrepreneurship and economic development in our communities. Please share our contact information to potential clients and help us celebrate economic development in the West Yellowhead on our Facebook page or by using our hashtag #choosewestyellowhead.

Regards,

A handwritten signature in blue ink, appearing to read "Nancy Robbins", with a long horizontal line extending to the right.

Nancy Robbins  
General Manager  
Community Futures West Yellowhead

## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)
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.	June 2022
Relationship with JCTS & Friends of Jasper Culture & Recreation	September 14, 2021	Director of Community Development	That Committee direct Administration to bring forward recommendations on how to enhance the relationship between the municipality and local non-profit organizations including Jasper Community Team Society and Friends of Jasper Culture and Recreation.	May 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.	May 2022
Parcel GB Development Information	March 8, 2022	CAO	That Committee direct Administration to request preliminary information such as renderings and site plans for the proposed GB development and return to a future Committee of the Whole meeting.	May 2022
Garage Suites Feedback	April 26, 2022	CAO	That Committee direct administration to provide feedback to Parks Canada with respect to articles 7.03, 8.05 and 8.08 of the Interim Policy on Garage Suites in the Town of Jasper.	May 2022
Commercial Use of Public Space	April 26, 2022	Director of Protective & Legislative Services	That Committee direct Administration to apply to Parks Canada for an amendment to the discretionary use permit for commercial use of public space to include the use of tents or freestanding canopies for the 2022 season subject to applicable building codes requirements.	May 2022
Communities in Bloom	April 26, 2022	Director of Operations	That Committee direct administration to register to participate in Communities in Bloom 2022.	April 30 Deadline



# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, May 3, 2022



## **Additions to agenda**

That Council agree to add/delete the following items to the May 3, 2022 regular meeting agenda:

## **Approval of agenda**

That Council approve the agenda for the regular meeting of May 3, 2022 as presented.

## **Approval of minutes**

That Council approve the minutes of the April 19, 2022 regular Council meeting as presented.

## **Regional Assessment Review Board Bylaw 2022 – 3<sup>rd</sup> reading**

That Council give third reading to Bylaw #245, the Regional Assessment Review Board Bylaw 2022.

## **Traffic Safety Bylaw**

That Council give third reading to Bylaw #244, the Traffic Safety Bylaw.

## **Commercial Use of Public Space Bylaw**

That Council give first reading to Bylaw #246, the Commercial Use of Public Space Bylaw.

That Council give second reading to Bylaw #246, the Commercial Use of Public Space Bylaw.

## **Activity Centre Renovation**

That Council;

1. Approve the Activity Centre renovation project scope inclusive of all Required Scope items with the exception of renovations to the existing dressing rooms below the south bleachers at a total cost of \$10,160,444, and;
2. Approve the inclusion of the following Council Requested scope items:
  - Arena Dressing room expansion to the west and south \$3,355,756
  - Activity Centre Conversion of the Sauna to additional washrooms \$133,238
  - Aquatic Centre Complete renovation of all existing change rooms \$342,497.
3. Approve an amendment to the Capital Budget as required to reflect the above items as funded.

## **Garage Suites Feedback**

That Council accept the Interim Garage Suite Policy in principle.

## **Communities in Bloom Proclamation**

That Council proclaim 2022 the Year of the Garden in Jasper.

# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, May 3, 2022



## **Policing Invoice**

That Council authorize the Mayor to write to the appropriate Minister to request that the shadow population modifier be applied to the Municipality of Jasper.

## **Correspondence**

That Council receive the correspondence for information.

## **Adjournment**

That, there being no further business, the regular meeting of May 3, 2022 be adjourned at \_\_\_\_\_.