

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



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

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, August 16, 2022 attachment

Recommendation: That Council approve the agenda for the regular meeting of August 16, 2022 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, July 19, 2022 attachment

Recommendation: That Council approve the minutes of the July 19, 2022 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, August 9, 2022 attachment

Recommendation: That Council approve the minutes of the August 9, 2022 Committee of the Whole meeting as presented.

4 CORRESPONDENCE

5 DELEGATIONS

5.1 Aquatera Annual Update attachment

Recommendation: That Council receive the presentation for information.

6 NEW BUSINESS

6.1 Jasper Employment & Education Centre – Rural Renewal Stream Initiative attachment

Committee Recommendation: That Council approve Municipal representation on the proposed stakeholder committee as presented by the Jasper Employment & Education Centre in regards to the Rural Renewal Stream Initiative.

7 NOTICES OF MOTION

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

8 COUNCILLOR REPORTS

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

9 UPCOMING EVENTS

Jasper Park Chamber of Commerce General Meeting – September 14, 8:30am, Zoom
NETMA – September 21, Fairmont Jasper Park Lodge, 5-7pm
Alberta Municipalities Convention & Tradeshow – September 21-23, Calgary Telus Convention Centre

10 IN CAMERA

10.1 Strategic Discussion – Federal Electoral Districts, FOIP s. 24(1)(a)

11 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of August 16, 2022 be adjourned at _____.

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

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, July 19, 2022 | 1:30 pm
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Ralph Melnyk, Councillors Helen Kelleher-Empy, Kathleen Waxer, Wendy Hall, and Rico Damota		
Absent	Councillor Scott Wilson		
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Christopher Read, Director of Community Development John Greathead, Director of Operations Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Jason Stockfish, The Fitzhugh Ron Niland, Mayor of Mount Airy, North Carolina 3 observers		
Call to order	Mayor Ireland called the July 19, 2022 regular meeting to order at 1:30pm. The Mayor acknowledged that on July 19, 2001 residents of Jasper were asked to vote on the establishment of municipal governance with an overwhelming positive response in favor.		
Approval of agenda #326/22	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the agenda for the July 19, 2022 regular meeting with the following amendment: <ul style="list-style-type: none"> • Item 6.5 Council’s Strategic Priorities becomes In-camera item 11.1 		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Legislative Committee minutes #327/22	MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council approve the minutes for the July 5, 2022 Legislative Committee meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #328/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the July 5, 2022 regular meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #329/22	MOTION by Councillor Damota – BE IT RESOLVED that Council approve the minutes of the July 12, 2022 Committee of the Whole meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from minutes	Councillor Damota thanked Council for his appointment to the Commercial Use of Public Space Taskforce.		
Bylaw Summary	Council received a summary of bylaws currently in force.		
Activity Centre Renovation Construction Management RFP #330/22	MOTION by Councillor Melnyk – BE IT RESOLVED that Council award the RFP for the Activity Centre Renovation Construction Manager to Carlson Construction with fees as follows: <ul style="list-style-type: none"> • Pre-Construction Services of \$15,000 in addition to the Cost of Construction; and 		

- Construction Manager Fee, Staffing and General Requirement to be included in the total cost of construction budget previously approved by council.

FOR 6 Councillors AGAINST 0 Councillors CARRIED

Food Security Working Group #331/22 MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the draft Terms of Reference for a Food Security Working Group with two amendments made today:

- Adjust numbering of items
- Quorum will be 75% of members

FOR 6 Councillors AGAINST 0 Councillors CARRIED

#332/22 MOTION by Councillor Damota – BE IT RESOLVED that Council appoint Councillor Waxer to the Food Security Working Group.

FOR 6 Councillors AGAINST 0 Councillors CARRIED

Public Transportation System RFP Award #333/22 MOTION by Councillor Waxer – BE IT RESOLVED that Council award the Public Transportation Feasibility Study to WSP in the amount of \$50,650 exclusive of GST; and

That the required municipal contribution be funded through the existing approved operating budget.

FOR 6 Councillors AGAINST 0 Councillors CARRIED

Procedure Bylaw #190 – Agenda Structure #334/22 MOTION by Councillor Hall – BE IT RESOLVED that Council approve the suspension of item Section 1.3 in Schedule 2 of the Procedure Bylaw #190 until December 31, 2022 pursuant of section 3.4 of the bylaw.

FOR 6 Councillors AGAINST 0 Councillors CARRIED

Request for Transfer of Land Use Planning & Development #335/22 MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council formally request that Land Use Planning and Development approval powers be transferred to the Municipality of Jasper, and;

That Council authorize the Mayor to formalize the request via correspondence to the appropriate Parks Canada representatives and relevant Federal Ministers.

FOR 6 Councillors AGAINST 0 Councillors CARRIED

Correspondence In the absence of any objection, Mayor Ireland invited visitor Ron Niland, Mayor of Mount Airy, North Carolina to share any observations or comments. Mayor Niland expressed his gratitude and appreciation for Jasper and for Council’s warm welcome.

Other new business none

Council reports Councillors Melnyk and Waxer will be attending the first meeting of the Emergency Advisory Committee on Thursday.

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

In Camera #336/22 MOTION by Councillor Hall to move in camera at 2:33pm to discuss agenda item:

- 11.1 Council Strategic Priorities – FOIP, S. 29(1)(b)

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

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.						
Present	Mayor Richard Ireland, Deputy Mayor Ralph Melnyk, Councillors Helen Kelleher-Empey, Wendy Hall, Scott Wilson, and Kathleen Waxer						
Absent	Councillor Rico Damota						
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services John Greathead, Director of Operations Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Ginette Marcoux, Jasper Employment & Education Centre (JEEC) Albert Frootman, Localis Planning & Local Government Services Jason Stockfish, The Fitzhugh Bob Covey, The Jasper Local 5 observers						
Call to Order	<p>Deputy Mayor Melnyk called the August 9, 2022 Committee of the Whole meeting to order at 9:32am and began with a Traditional Land Acknowledgement. Mayor Ireland also recognized that August 9th is International Day of the World’s Indigenous Peoples.</p> <p>Mayor Ireland asked that Council take a moment to recognize the tragic event which took place in Banff last Friday and offered to send condolences to Banff on behalf of the Municipality of Jasper.</p>						
Additions to the agenda #340/22	<p>MOTION by Mayor Ireland to add the following item to the agenda:</p> <ul style="list-style-type: none">7.4 Federal Electoral Districts Redistribution <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>6 Councillors</td><td>0 Councillor</td><td>CARRIED</td></tr></table>	FOR	AGAINST		6 Councillors	0 Councillor	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillor	CARRIED					
Approval of agenda #341/22	<p>MOTION by Councillor Wilson to approve the agenda for the August 9, 2022 Committee of the Whole meeting as amended.</p> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>6 Councillors</td><td>0 Councillor</td><td>CARRIED</td></tr></table>	FOR	AGAINST		6 Councillors	0 Councillor	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillor	CARRIED					
Committee of the Whole Minutes #342/22	<p>MOTION by Councillor Hall to accept the July 12, 2022 Committee of the Whole minutes for information.</p> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr></table>	FOR	AGAINST				
FOR	AGAINST						

	6 Councillors	0 Councillor	CARRIED
Business arising	none		
Delegations – Jasper Employment & Education Centre (JEEC) #343/22	<p>Ginette Marcoux of the JEEC requested an audience with Council to discuss a Rural Renewal Stream Initiative application which was submitted in July. The approving body of this program requested further information on the application, including the organizations who would make up the Stakeholder Committee.</p> <p>MOTION by Mayor Ireland that Committee recommend Council approve municipal representation on the proposed stakeholder committee as presented by the Jasper Employment & Education Centre today in regards to the Rural Renewal Stream Initiative.</p>		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Correspondence – Alberta Justice & Solicitor General	<p>Council acknowledged a piece of correspondence received from Minister Shandro in response to a request for the application of the Police Funding Regulation (PFR) shadow population modifier to the Municipality of Jasper. The request has been denied. Council discussed further options with Administration and agreed the initial motion made still stands. In the absence of objection, Mayor Ireland confirmed he would continue to pursue the matter.</p>		
Correspondence – Jasper-Yellowhead Historical Society Museum & Archives (JYHSMA) #344/22	<p>Council received correspondence from the JYHSMA requesting assistance in the storage of specimens of Bear’s Den Wildlife Museum collection.</p> <p>MOTION by Mayor Ireland that Committee direct Administration to work with the JYHSMA to identify locations on Municipal property for the storage container subject to Parks Canada approval and the JYHSMA covering any associated costs.</p>		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Director’s Report – Protective & Legislative Services #345/22	<p>Director of Protective & Legislative Services, Christine Nadon, presented Council with an update focusing on June 1 to July 31, 2022 covering major projects, staffing, service trends, communications and public engagement.</p> <p>MOTION by Councillor Waxer that Committee receive the report for information.</p>		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Melnyk called a recess from 10:45 to 10:51am.		
Land-Use Planning & Development Research Update	<p>On July 19, 2022 Council passed a motion to formally request that Land Use Planning and Development approval powers be transferred to the Municipality of Jasper.</p> <p>Administration has retained Albert Frootman with Localis Planning & Local Government Services to conduct research to inform the Municipality’s work on land use, planning and</p>		

development matters, and to support negotiation efforts with Parks Canada. Mr. Frootman attended the meeting to offer Council a chance ask questions and provide direction.

#346/22

MOTION by Councillor Wilson that Committee receive the land use planning and development research update for information.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Sledding at
Snape's Hill

Director of Operations, John Greathead, presented Council with recommendations and alternatives with regards to the municipality developing sledding options at Snape's Hill. Council discussed risk mitigation, insurance and emergency services access.

#347/22

MOTION by Councillor Hall that Committee direct Administration investigate other potential sites to develop a tobogganing hill in the south end of the town site.

FOR	AGAINST	
5 Councillors	1 Councillor (Councillor Wilson)	CARRIED

#348/22

MOTION by Mayor Ireland that Committee receive the report for information; and

That Committee direct Administration to prepare and present at a future committee meeting a draft policy and administrative procedures regarding recreational use of outdoor municipal facilities.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Federal Electoral
Districts
Redistribution

Mayor Ireland proposed Council make a presentation to the Alberta Commission charged with considering the proposed redistribution of federal electoral boundaries. The notice deadline is August 15.

#349/22

MOTION by Mayor Ireland that Committee direct administration to file notice of intent of the Municipality of Jasper to present to the Alberta Commission on redistricting at the public hearing scheduled for Banff on September 23, 2022;

That Council meet with the CAO in a closed session workshop format to develop the presentation; and

That Committee direct the Mayor to attempt to coordinate similar presentations with Banff and Canmore.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Motion Action List Administration reviewed the Motion Action List, which included the removal of items which were addressed today and updates on items in progress.

#350/22 MOTION by Councillor Hall that Committee approve the updated Motion Action List.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor Reports Councillor Wilson attended a Commercial Use of Public Space Taskforce meeting last Thursday. The group will meet again next week.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment #351/22 MOTION by Councillor Wilson, there being no further business, the Committee of the Whole meeting of August 9, 2022 be adjourned at 12:08pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED



JASPER EMPLOYMENT & EDUCATION CENTRE

Aug 8, 2022

Good afternoon Mayor and Council,

Rural Renewal Initiative: re Stakeholder Committee

My apologies for this late submission to Council. I appreciate that this did not make the required deadline prior to a Council meeting but hope that you will consider my request.

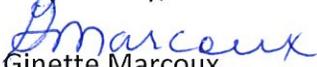
As you are aware, the Jasper Employment & Education Centre (JEEC) is pursuing community designation under the Rural Renewal Stream(RRS) initiative and did submit the application in early July. The approving body of this program has requested further information on a few items within the application. We are being asked to identify the bodies who would make up the **Stakeholder Committee**. These individuals will be responsible for approving employer applications to the program and endorsing the candidates that employers put forward. I have currently identified the following stakeholders: Chamber of Commerce, Settlement Services, Newcomer Network, Temporary Foreign Worker Program and the Jasper Employment & Education Centre. We anticipate that the committee will meet approx. 2-4 times per year.

If our application is approved, this will allow approved employers to bypass the TFW application process without any processing fees and access to a much faster processing time. Currently the application fee under the LMIA program is \$1000 per application. This program would be a significant cost savings avenue for employers of all sizes and we expect that there will be a high amount of interest in the program.

My question to Mayor and Council is whether Council would like to A) have a representative for the municipality, and if so B) whether Council would prefer that it was an elected official or a member of administration? While it is not necessary for a Councillor to be a part of the committee, it would provide significant insights into Jasper's labour market. I would appreciate a quick response as I have limited time to respond. I am happy to provide any further information that you require and can attend the Council Meeting tomorrow meeting if required.

Thank you for your time on this matter. I look forward to hearing from you.

Respectfully,


Ginette Marcoux
Executive Director

Jasper Council Presentation

August 16, 2022



Trusted Quality | Valued Service | Peace of Mind



Agenda

- Introduction
- Aquatera Summary
- Benefits & Strategy
- Industry Challenges
- Jasper & Aquatera
- Performance
- Improvements
- Questions

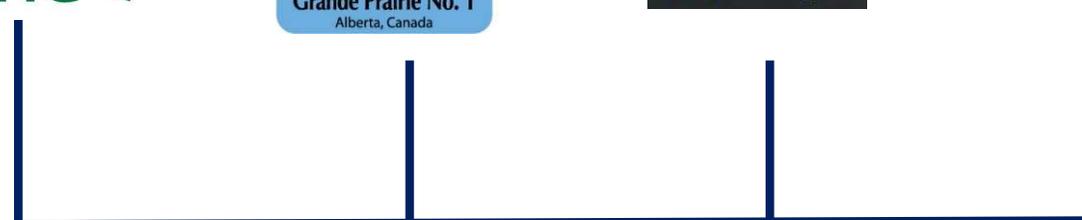
Helping Grow Healthy Communities

Aquatera: Summary

- Leading provider of water, wastewater and solid waste services in the Grande Prairie region established in 2003
- Municipally owned with extensive experience in the public, private and industrial sectors serving customer base over 100,000 customers
- Operate and maintain a level III water and level IV wastewater treatment facilities including pump houses and reservoirs, lift stations, lagoons and over 1,300 km of water and sewer distribution and collection pipelines.
- Operate a Level 2 Bioreactor Landfill, gas collection and power generation facilities and Eco-center for recycling.
- Currently have a combination of Water/Wastewater and Distribution/Collection Operations & Maintenance Contracts



Shareholders



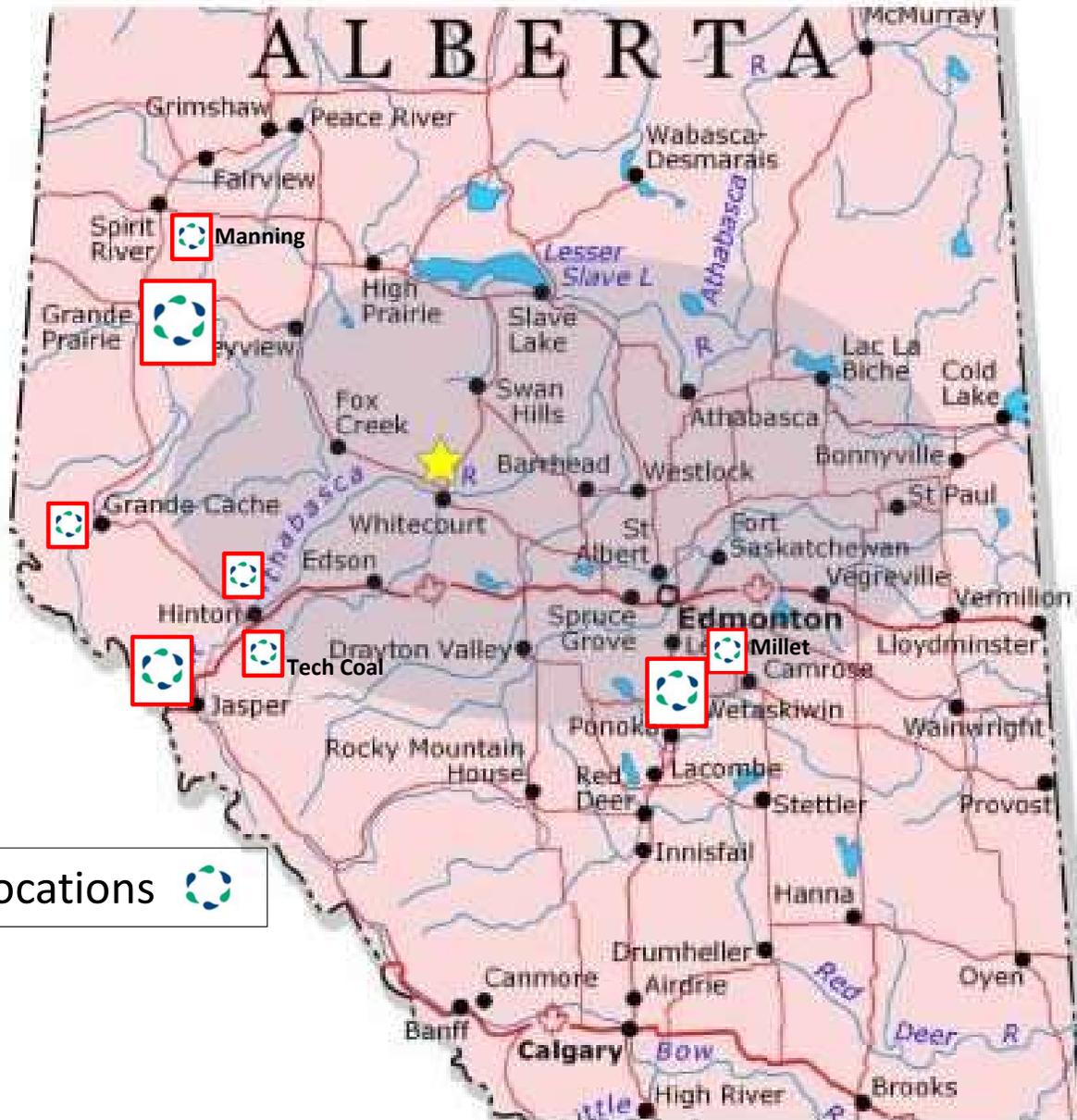
Board of Directors



Helping Grow Healthy Communities



Aquatera – Locations



Locations 

- City of Grande Prairie
- County of Grande Prairie
- Sexsmith
- Wembley
- Manning
- Jasper**
- Grande Cache
- Hinton
- Tech Coal
- Wetaskiwin
- Millet

Helping Grow Healthy Communities

Aquatera Benefits

- Arm's length Corporation governed by an independent Board of Directors
- Aquatera debt does not impact shareholder debt capacity
- Aquatera maintains tax status as municipally controlled corporation
- Aquatera runs as a competitive self funding corporation
- Trusted operator focused on delivering high quality essential services to the region
- Company is focused on the communities which it serves
- Offer essential utility services at median rates of similar communities
- Shareholders are provided returns
- Professional and highly qualified staff

Aquatera – Strategy

Aquatera's strategy will focus on growing stakeholder value by effectively managing assets through their lifecycle, embracing social responsibility, and selectively pursuing partnerships that leverage our core competencies in utility asset operations.



Strategic Priorities

- Operational excellence
- Customer and stakeholder engagement
- Culture, talent and leadership
- Financially successful

Water / Wastewater Industry Challenges

- Aging or poor infrastructure
- Short of cash / debt limits
- Government funding
- Lack of maintenance
- Water scarcity and water shed issues
- More integrated water management
- Digital transformation
- Increasing stakeholder pressure
- Increasing competition
- Flexible work and geographies
- Extreme weather and environmental events
- Access to qualified staff



Jasper & Aquatera

- Operating over 12 months since July 2021
- No disruption during transition, assumed existing plans
- No wastewater treatment contraventions
- Enhanced safety culture with daily field level hazard assessments, and near miss reporting
- Upgraded the certification level of all three operators
- Implemented maintenance management in CityWorks
- Engaged senior technical and supervision
- Cross trained operators, less work for external contractors
- Process improvements such as alum consumption and costs
- Supported the Environment Protection & Enhancement Act Approval renewal
- Recruited Area Manager and Supervisor for region

Jasper Performance Results

Category	Performance Standard	Target	Result	Weight	Score	Comment
Technical	WBC Reportable Claims	0=100%, 1=75%, 2=50%, >2=0%	1 = 75%	10%	7.5%	One injury, not lost time
Technical	Operational Improvement Completion %	Plan complete (>50%=1, <50%=0)	>50%	10%	10%	Safety Program Compliance, Chemical Usage Rate, Operator development, Contractor Use, Maintenance Program
Technical	Asset Maintenance	PM's complete (>90% =1, <90%=0)	75%	10%	0%	75% completion for the year, Setup and Learning curve, Operational Challenges in year
Technical/ Environmental	Reporting Requirements as Specified within Schedule 11	Schedule 11 Reports complete (yes=1, no=0)	Yes	20%	20%	Repors completed as per schedule
Environmental	Approval Limits	(# Months In Compliance) / (# Months)	11/12	20%	18%	One contravention - administrative - Root cause; third party lab failure. Laboratory change out
Capital Projects	Capital Budget	Meet Council Approved Budget (<=Budget=1, >Budget=0)	<=Budget	10%	10%	All projects completed on or trending to Budget.
Capital Projects	Capital Project Delivery Timeline	Meet Council Approved Timeline (# Projects <= Schedule) / (# Total Projects)	8.5/10	10%	8.5%	10 of 22 Projects moved to execution. 2 deferred as low priority, 5 of 10 completed, 2 delayed awaiting funding, 1 delayed pending additional Engineering.
Transparency	Annual Presentation to Council- Reporting the calculated results of the Performance Standards	Presentation Complete = 1, Presentation Not Complete = 0	Yes	10%	10%	
Total				100%	84.0%	

Jasper Capital Project Summary

All projects are on or below budget, the following is a status update on the budgeted projects

Completed

- Heat trace upgrades (\$50K)
- Mixer replacement (\$20K)
- Security fence replacement (\$10K)
- Temporary air conditioning (\$1K)

On-going

- Dewatering (\$2.5M)
- UV building & bank replacement (\$550K)
- Process air blower (\$270K)

On hold pending engineering or funding

- Equalization tank (\$3.2M)
- Safety upgrades – 4 projects (\$55K)

Improvements & Benefits

- GP oversight to increase Jasper coverage for & reduce cost
- Reclassify Jasper facility to level 3 to provide greater owner flexibility & reduce future risks
- Increasing regional presences to provide enhanced coverage for Jasper and other operators in area
- Local operator recruitment & development program will improve retention of Jasper operators
- Enhancement through corporate ESG policy & goals that may support “Greening” Jasper



QUESTIONS

Helping Grow Healthy Communities

AGENDA ITEM 6.1



JASPER EMPLOYMENT & EDUCATION CENTRE

Aug 8, 2022

Good afternoon Mayor and Council,

Rural Renewal Initiative: re Stakeholder Committee

My apologies for this late submission to Council. I appreciate that this did not make the required deadline prior to a Council meeting but hope that you will consider my request.

As you are aware, the Jasper Employment & Education Centre (JEEC) is pursuing community designation under the Rural Renewal Stream (RRS) initiative and did submit the application in early July. The approving body of this program has requested further information on a few items within the application. We are being asked to identify the bodies who would make up the **Stakeholder Committee**. These individuals will be responsible for approving employer applications to the program and endorsing the candidates that employers put forward. I have currently identified the following stakeholders: Chamber of Commerce, Settlement Services, Newcomer Network, Temporary Foreign Worker Program and the Jasper Employment & Education Centre. We anticipate that the committee will meet approx. 2-4 times per year.

If our application is approved, this will allow approved employers to bypass the TFW application process without any processing fees and access to a much faster processing time. Currently the application fee under the LMIA program is \$1000 per application. This program would be a significant cost savings avenue for employers of all sizes and we expect that there will be a high amount of interest in the program.

My question to Mayor and Council is whether Council would like to A) have a representative for the municipality, and if so B) whether Council would prefer that it was an elected official or a member of administration? While it is not necessary for a Councillor to be a part of the committee, it would provide significant insights into Jasper's labour market. I would appreciate a quick response as I have limited time to respond. I am happy to provide any further information that you require and can attend the Council Meeting tomorrow meeting if required.

Thank you for your time on this matter. I look forward to hearing from you.

Respectfully,

Ginette Marcoux
Executive Director