

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



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

- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
  - 2.1 Regular meeting agenda, February 1, 2022 attachment
- 3 APPROVAL OF MINUTES**
  - 3.1 Regular meeting minutes, January 18, 2022 attachment
- 4 PRESENTATIONS**
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 BYLAWS**
  - 6.1 Bylaw Summary attachment
  - 6.2 Supplementary Assessment of Improvements 2022 – 3<sup>rd</sup> reading attachment
  - 6.3 Supplementary Tax Bylaw 2022 – 3<sup>rd</sup> reading attachment
  - 6.4 Utility Fees Levy and Collection Bylaw 2022 – 3<sup>rd</sup> reading attachment
- 7 REQUESTS FOR DECISION**
  - 7.1 Child Care Strategy Development attachment
  - 7.2 Wastewater Treatment Plant Dewatering Upgrades attachment
  - 7.3 Elected Official Education Program attachment
  - 7.4 *Keep Alberta RCMP* Community Engagement Tour attachment
- 8 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
- 9 OTHER NEW BUSINESS**
- 10 MOTION ACTION LIST**
- 11 COUNCILLOR REPORTS**
  - [10.1 Council's appointments to boards and committees](#)
- 12 UPCOMING EVENTS**

JPCC General Meeting – Wednesday, February 9, Sawridge Hotel, 7:30am  
NETMA – Wednesday, February 16, Jasper Brew Pub, 5-7pm  
Emergency Management Training – Monday, February 28, in person (location TBD) – 8:30am  
Strategic Planning Sessions – Monday, April 4 – Wednesday April 6, Banff
- 13 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, January 18, 2022 | 1:30 pm  
 Conducted virtually through Zoom

Virtual viewing and participation	This meeting was conducted virtually through Zoom. Public viewing and public participation during Council meetings is through Zoom livestreaming.		
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kathleen Waxer, Rico Damota, Scott Wilson, Helen Kelleher-Empey and Ralph Melnyk		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration John Greathead, Director of Operations Emma Acorn, Legislative Services Coordinator Jason Stockfish, The Fitzhugh 10 observers		
Call to order	Mayor Ireland called the January 18, 2022 Regular meeting to order at 1:32pm.		
Approval of agenda #27/22	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the agenda for the January 18, 2022 regular meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Councillor Damota was absent for the vote.		
Approval of regular minutes #28/22	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the minutes of the January 4, 2022 Regular meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Presentations	none		
Business arising	none		
Bylaw Summary	Council received a list of bylaws currently in force and those in various stages of readings.		
Supplementary Assessment of Improvements Bylaw - 1 <sup>st</sup> reading #29/22	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read for the first time, Bylaw #241, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2022.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Supplementary Assessment of Improvements Bylaw - 2 <sup>nd</sup> reading #30/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the second time, Bylaw #241, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2022.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Supplementary Tax Bylaw - 1 <sup>st</sup> reading #31/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the first time, Bylaw #242, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2022.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Supplementary Tax Bylaw - 2 <sup>nd</sup> reading #32/22	<p>MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read for the second time, Bylaw #242, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2022.</p>						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Utility Fees Levy Collection Bylaw - 1 <sup>st</sup> reading #33/22	<p>At the January 11<sup>th</sup> Committee meeting Council received a report from Administration describing utility rates models, an overview of Jasper’s current situation and potential challenges. Following Committee’s recommendations, Administration incorporated the Connection, Consumption and Capital concept (CCC Rate model) into the Utility Fees Levy and Collection Bylaw 2022. Administration provided a worksheet during today’s discussion to help illustrate the model’s effects when applied to different property scenarios. This worksheet will be included in the meeting minutes.</p> <p>MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the first time, Bylaw #243, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2022.</p>						
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Utility Fees Levy Collection Bylaw - 2 <sup>nd</sup> reading #34/22	<p>MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the second time, Bylaw #243, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2022.</p>						
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Jasper Municipal Library Board Letter of Understanding – RFD #35/22	<p>MOTION by Councillor Hall – BE IT RESOLVED that Council approve the Jasper Municipal Library Letter of Understanding as amended with the addition of Schedule A.</p>						
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Bike Skills Park Operating Agreement – RFD #36/22	<p>MOTION by Councillor Hall – BE IT RESOLVED that Council approve the Mountain Bike Skills Park Operating Agreement with the Jasper Park Cycling Association, as amended; and</p> <p>That Council endorse the use of the remnant parcel west of parcel GA and direct administration seeking any development approvals that may be required by Parks Canada.</p>						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Studded Tire Rebate Program	<p>Council inquired about a past Studded Tire Rebate Program aimed at cyclists trying to keep biking through Jasper’s winters. Council deferred the matter for further discussion to the spring strategic planning sessions as part of incentives to encourage environmental responsibility.</p>						
Correspondence	<p>none</p>						
Other New Business	<p>none</p>						
Motion Action List	<p>Council received the Motion Action List for information.</p>						

Council reports

Councillor Kelleher-Empey attended the Early Childhood Community Conversation last Wednesday.

Councillor Hall attended a Jasper Municipal Library Board meeting last Wednesday. The Library's "Food for Fines" fundraiser for the Food Bank runs in February.

Councillor Damota attended a Community Futures West Yellowhead investment review committee meeting. Councillor Damota also attended his first Jasper Community Team Society meeting yesterday.

Mayor Ireland will attend his first Arts & Culture Community Conversation tomorrow; participate in a conference call this Friday with the Mayors of Banff and Canmore to discuss the Resort Municipality Strategy; and attend a Jasper Partnership Initiative meeting on Wednesday, January 26.

Mayor Ireland and Councillor Wilson will be attending the West Yellowhead Regional Waste Management board meeting next week.

Upcoming events

Council received a list of upcoming events for information.

Adjournment  
#37/22

MOTION by Councillor Wilson – BE IT RESOLVED that, there being no further business, the Regular meeting of January 18, 2022 be adjourned at 3:04pm.

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

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Mayor

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Chief Administrative Officer

**Small Apartment**

- 1 Service Line (2")
- 11 Units

Notes:

+ Business Licensing Fee of \$165 / yr

**Total Annual Increase:** \$3,967.14  
**Annual Increase / Unit:** \$360.65

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**Large Apartment**

- 3 Service Lines (2", 3", 3")
- 229 Units

Notes:

+ Business Licensing Fee of \$165 / yr

**Total Annual Increase:** \$17,949.20  
**Annual Increase / Unit:** \$78.38

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**Residential**

- 1 Service Line (5/8")
- 1 Units

**Total Annual Increase:** \$314.39  
**Annual Increase / Unit:** \$314.39

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**Residential (with PHA)**

- 1 Service Line (5/8")
- 2 Units

Notes:

+ Business Licensing Fee of \$165 / yr

**Total Annual Increase:** \$395.94  
**Annual Increase / Unit:** \$197.97

+ Taxed at "5 to 1" Non-Res Rate on PHA portion of the property

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**Hotel**

- 2 Service Lines (5/8", 3")
- 152 Units

Notes:

+ Business Licensing Fee of \$165 / yr

**Total Annual Increase:** \$10,785.21  
**Annual Increase / Unit:** \$70.96

+ Taxed at "5 to 1" Non-Res Rate

**Municipality of Jasper Bylaw Summary**

**Updated: 1/28/2022**

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Date Forwarded	Date Certified
					First Reading	Second Reading	Third Reading & Approval		
<b>243</b>	Utilities Fees Levy and Collection Bylaw 2022		232		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
<b>242</b>	Supplementary Tax Bylaw 2022		234		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
<b>241</b>	Supplementary Assessment of Improvements Bylaw 2022		233		2022-Jan-18	2022-Jan-18	2022-Feb-01	2022-Jan-20	2022-Jan-21
<b>240</b>	Connaught Utilities Local Improvement Tax Bylaw				2021-July-6	2021-Aug-17	2021-Aug-17	2021-Aug-3	2021-Aug-4
<b>239</b>	Connaught Utilities Borrowing Bylaw				2021-July-6	2021-Aug-17	2021-Aug-17	2021-Aug-3	2021-Aug-4
<b>238</b>	Temporary Compulsory Face Covering Repeal Bylaw		228, 230 & 231		2021-Jun-15	2021-Jun-15	2021-Jun-15	2021-Jun-10	2021-Jun-11
<b>237</b>	Rotation of Ballots Bylaw 2021		204		2021-Jun-01	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
<b>236</b>	Taxation Rates Bylaw 2021		227		2021-May-18	2021-Jun-01	2021-Jun-01	2021-May-26	2021-May-28
<b>235</b>	Code of Conduct for Elected Officials Bylaw				2021-May-18	2021-Jun-01	2021-Jun-15	2021-May-26	2021-May-28
<b>234</b>	Supplementary Tax Bylaw 2021		225		2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
<b>233</b>	Supplementary Assessment of Improvements 2021		224		2021-Jan-19	2021-Jan-19	2021-Feb-02	2021-Jan-20	2021-Jan-22
<b>232</b>	Utility Fees Levy and Collection Bylaw 2021		226		2021-Jan-05	2021-Jan-05	2021-Jan-05	2020-Dec-24	2020-Dec-24
<b>231</b>	Temporary Compulsory Face Covering Amending Bylaw #2				2020-Dec-08	2020-Dec-08	2021-Jan-05	2020-Dec-09	2020-Dec-10
<b>230</b>	Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw				2020-Sept-08	2020-Sept-08	2020-Sept-15	2020-Sept-08	2020-Sept-10
<b>229</b>	CMHC Borrowing Bylaw 2020				2020-Aug-18	2020-Aug-18	2020-Sept-01	2020-Aug-18	2020-Aug-19
<b>228</b>	Temporary Compulsory Face Covering Bylaw				2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04
<b>227</b>	Tax Rates Bylaw 2020		217	236	2020-May-19	2020-May-19	2020-May-26	2020-May-19	2020-May-20
<b>226</b>	Utility Fees Levy and Collection Bylaw 2020 A	2021-Jan-05	223	232	2020-Apr-07	2020-Apr-07	2020-Apr-14	2020-Apr-07	2020-Apr-08



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**Certification of Municipality of Jasper  
Bylaw #241  
SUPPLEMENTARY ASSESSMENT OF IMPROVEMENTS 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 # 241, which received its first and second readings on the 18th day of January 2022 by the Council of the Municipality hereby certify with respect to Bylaw #241 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 January, 2022.

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #241**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE SUPPLEMENTARY ASSESSMENT OF IMPROVEMENTS FOR THE TAXATION YEAR 2022.**

**WHEREAS** pursuant to the provisions of the *Municipal Government Act* (RSA 2000, cM-26), a municipality may adopt a bylaw authorizing supplementary assessments to be prepared for the purpose of imposing a tax in the same year;

**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 "Supplementary Assessment of Improvements Bylaw 2022".
- 1.2 The Specialized Municipality of Jasper Bylaw #233 "Supplementary Assessment of Improvements Bylaw 2021" is hereby repealed.

**2. Definitions**

- 2.1 In this Bylaw:
  - 2.1.1 "*Council*" means the Council of the Specialized Municipality of Jasper;
  - 2.1.2 "*Municipality*" means the Specialized Municipality of Jasper in Jasper National Park in the Province of Alberta;

**3. Supplementary Assessment**

- 3.1 Council hereby directs the assessor for the Municipality to prepare supplementary assessments for improvements in the Municipality if such improvements:
  - 3.1.1 are completed in the year in which they are to be taxed;
  - 3.1.2 are occupied during all or any part of the year in which they are to be taxed;  
or
  - 3.1.3 are moved into the Municipality during the year in which they are to be taxed and will not be taxed in that year by another municipality.
- 3.2 The Municipality shall prepare and maintain a supplementary assessment roll within the times and in the manner set out in the *Municipal Government Act* (RSA 2000, cM-26).

**4. Severance**

- 4.1 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.

**5. Coming into Force**

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

**READ** a first time this 18<sup>th</sup> day of January 2022

**READ** a second time this 18<sup>th</sup> day of January 2022

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

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Mayor

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Chief Administrative Officer



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**Certification of Municipality of Jasper  
Bylaw #242  
SUPPLEMENTARY TAX 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 # 242, which received its first and second readings on the 18th day of January 2022 by the Council of the Municipality hereby certify with respect to Bylaw #242 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 January, 2022.

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #242**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE IMPOSITION OF A SUPPLEMENTARY TAX FOR THE TAXATION YEAR 2022.**

**WHEREAS** pursuant to the *Municipal Government Act* (RSA 2000, cM-26), a municipality may authorize the imposition of a supplementary tax;

**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 "Supplementary Tax Bylaw 2022".
- 1.2 The Specialized Municipality of Jasper Bylaw #234 "Supplementary Tax Bylaw 2021" is hereby repealed.

**2. Definitions**

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

**3. Supplementary Tax**

- 3.1 Council hereby directs the Chief Administrative Officer to levy on all properties listed on the supplementary tax roll established pursuant to the Municipality's Supplementary Assessment of Improvements Bylaw 2022, taxed at the rate established in the Municipality's Tax Rate Bylaw 2022.

**4. Severance**

- 4.1 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.

**5. Coming into Force**

- 5.1 This bylaw shall come into force and effect on the date of final passing thereof.

**READ** a first time this 18<sup>th</sup> day of January 2022

**READ** a second time this 18<sup>th</sup> day of January 2022

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

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Mayor

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Chief Administrative Officer



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**Certification of Municipality of Jasper  
Bylaw #243  
UTILITY FEES LEVY AND COLLECTION 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 # 243, which received its first and second readings on the 18th day of January 2022 by the Council of the Municipality hereby certify with respect to Bylaw #243 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 January, 2022.

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #243**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LEVYING AND COLLECTION OF FEES FOR THE PROVISION OF WATER, SEWER, SOLID WASTE AND RECYCLING SERVICES IN 2022.**

**WHEREAS** the *Municipal Government Act* (RSA 2000, cM-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to customers in the Municipality and, subject to Council approval, to customers outside the Municipal boundaries;

**AND WHEREAS** the *Municipal Government Act* authorizes a municipality to pass a bylaw respecting public utilities and services provided by the municipality;

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

**1.0 Citation**

- 1.1 This bylaw may be cited as the "Utility Fees Levy and Collection Bylaw 2022".
- 1.2 This bylaw rescinds Bylaw #232 "Utility Fees Levy and Collection Bylaw 2021".

**2.0 Definitions**

- 2.1 In this bylaw
  - 2.1.1 "apartment building" shall mean a single building comprised of three or more dwelling units, not including secondary suites with shared entrance facilities, where none of the dwelling units are rented or available for rent or occupation for periods less than 30 days;
  - 2.1.2 "apartment unit" shall mean a dwelling unit in an apartment building;
  - 2.1.3 "black water" shall mean de-watered or partially de-watered sludge forming a semi-liquid mass and includes accumulated settled solids deposited in holding tanks, pit latrines, sewage lagoons and septic tanks;
  - 2.1.4 "bulk water" shall mean water obtained from the water system by truck, tanker or similar means, and at such times and locations as may be designated by the CAO;
  - 2.1.5 "chief administrative officer" (CAO) means the chief administrative officer of the Municipality of Jasper or designate;
  - 2.1.6 "dwelling unit" shall mean one or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy by a household with facilities to sleep, cook and eat, and with its own sanitary facilities;
  - 2.1.7 "community non-profit rate" shall mean the community non-profit rate specified in **Schedule 1** which shall apply to:
    - 2.1.7.1 Parcel R9, Lot 2 (Jasper United Church);
    - 2.1.7.2 Parcel C (St. Mary and St. George's Anglican Church);
    - 2.1.7.3 Block A, Lot 1 (Our Lady of Lourdes Catholic Church);
    - 2.1.7.4 Block 18, Lot 14 (Jasper Lutheran Church);
    - 2.1.7.5 Block 26, Lot 13 (Jasper Pentecostal Church);
    - 2.1.7.6 Block 4, Lots 19-20 (Jasper Baptist Church);
    - 2.1.7.7 Block 5, Lot 4 (Jasper Park Chamber of Commerce, Robson House);
    - 2.1.7.8 Parcel A, Lots 3A and 4A (Jasper-Yellowhead Historical Society);
    - 2.1.7.9 Block 36, Lots 31 and 32 (Jasper Municipal Library);
    - 2.1.7.10 Athabasca Park (Parks Canada Administration Building),
    - 2.1.7.11 Un-surveyed lot known as Parcel U-124 (Friends of Jasper National Park and public washroom building), and
    - 2.1.7.12 Block 5, Lots 5 and 6 (Tourism Jasper Jackman House)
  - 2.1.8 "grey water" shall mean the fouled water supply of residences and businesses, and includes water-carried human wastes;

- 2.1.9 "leaseholder" shall mean a grantee or a 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 Railway, and shall mean Jasper National Park of Canada in respect to lots or land parcels held by the Crown;
- 2.1.10 "multi-unit dwelling" means one or more single buildings designed to contain three or more dwelling units not including secondary suites where none of the dwelling units are rented or available for rent or occupation for periods of less than 30 days;
- 2.1.11 "Municipality" shall mean the Municipality of Jasper;
- 2.1.12 "sewer system" shall mean the sanitary sewer system owned and operated by the Municipality and all accessories and appurtenances thereto, and shall include the wastewater treatment plant;
- 2.1.13 "water meter" shall mean a device designated and installed by the Municipality in each water service for the purpose of measuring water volume, and
- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto.
- 2.1.15 "zone" shall mean a zone established by a planning regime.

### 3.0 Water Rate

- 3.1 Every leaseholder of a lot or land parcel in the Municipality that is connected ~~solely~~ to the water system shall pay a water charge calculated by multiplying the volume in cubic meters of water consumed by the rate in **Schedule 1**.
- 3.2 The volume of water consumed will be measured by a water meter.

### 4.0 Combined Water and Sewer Rate

- 4.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to both the water and the sewer systems shall pay a sewage charge calculated by multiplying the volume in cubic meters of water consumed by the rate in **Schedule 1**. The equivalent combined rate would be the sum of the water rate and the sewage rate.
- 4.2 The volume of sewage is calculated as being equal to the volume of water consumed by that leaseholder. The volume of water consumed will be measured by a water meter.

### 5.0 Sewer Rate (not connected to Municipal water supply)

- 5.1 Every leaseholder of a lot or land parcel in the Municipality that is connected solely to the sewer system shall pay a sewage charge calculated as a percentage of the annual operating cost of the Jasper wastewater treatment plant equal to the volume of sewage that leaseholder contributes to the wastewater treatment plan expressed as a percentage of total flows received at the plant.
- 5.2 Every leaseholder to whom section 5.1 applies shall provide a means approved by the Municipality of measuring the volume in cubic meters of sewage entering the sewer system from the leaseholder's lot or land parcel.

### 6.0 Trucked Waste

- 6.1 Every leaseholder of a lot or land parcel in the Municipality that is not connected to either the water or the sewer system shall pay a sewage charge as per **Schedule 1**:
- 6.1.1 for each cubic meter of grey water deposited in the sewer system; and
- 6.1.2 for each cubic meter of black water deposited in the sewer system.
- 6.2 Every leaseholder to whom section 6.1 applies shall establish and maintain a municipal sewage account and the Municipality shall charge the service fee specified in **Schedule 1** for the establishment of the account.

- 6.3 Every leaseholder to whom section 6.1 applies who deposits grey water or black water sewage into the sewer system at any time when a member of the operating staff of is not present at the plant, and whose deposit results in a circumstance requiring the presence of a member of the operating staff, the Municipality shall charge the leaseholder the wastewater treatment plant call-out fees specified in **Schedule 1**.

## 7.0 Bulk Water

- 7.1 Every hauler of bulk water shall pay bulk water fees calculated as the volume of water obtained from the water system multiplied by the water rate specified in section 3.1 except that the minimum invoice for every such hauler shall be as per **Schedule 1** for every billing period during which such hauler purchased bulk water from the Municipality.
- 7.2 Every purchaser of bulk water not having an existing municipal bulk water account shall establish such an account and the Municipality shall charge the service fee specified in **Schedule 1** for the establishment of the account.

## 8.0 Solid Waste

- 8.1 The Municipality shall, with respect to every leaseholder of a lot or parcel located in the Municipality, charge the fees specified in **Schedule 1** for solid waste collection.
- 8.2 In the event the Parks Canada Agency increases the fees charged to the Municipality for the provision of solid waste services, the CAO may increase the fees specified in **Schedule 1** to the extent necessary to recoup those increased costs. The revised fees shall be advertised by the Municipality.
- 8.3 The Municipality shall establish a daily solid-waste collection schedule ensuring that solid waste collection is normally completed no later than 1:00 p.m. of each operating day. If an extra pickup is required on any operating day it shall be subject, in addition to the fees prescribed in section 10.1 herein, to the off-schedule surcharge specified in **Schedule 1**.
- 8.4 Every leaseholder of an institutional lot or parcel in the Municipality shall pay solid waste fees at the commercial rate specified in **Schedule 1** unless such zone or parcel:
- 8.4.1 is listed in section 2.1.7 as subject to the community non-profit rate; or
- 8.4.2 is used solely for residential purposes, in which case solid waste fees shall be levied in accordance with the character of such use; and
- 8.4.3 no water, sewer or solid waste accounts shall be levied in respect of Parcel CA.

## 9.0 Parks Canada Agency

- 9.1 The Parks Canada Agency shall pay water, sewer and solid waste charges on properties it uses and occupies within the Municipality as though it were a leaseholder.
- 9.2 The Municipality shall, in respect to its lots or land parcels in Jasper National Park of Canada outside the Municipality that are not connected to either the water or the sewer system, levy a sewage charge for each cubic meter of sewage deposited in the sewer system calculated at 0.8 multiplied by the per cubic meter trucked waste charge specified in section 6.1.
- 9.3 Occupants of Parks Canada Agency lands zoned "R1", "R2", "R3" or "R4" shall pay the solid waste charges specified in **Schedule 1** unless the Municipality is requested in writing by the Parks Canada Agency to direct such accounts elsewhere.
- 9.4 Parcel GJ shall be exempt from solid waste fees.

## 10.0 Recycling Fee

- 10.1 Every leaseholder of a lot or parcel upon whom the Municipality levies fees for solid waste collection shall also be charged the recycling fee specified in **Schedule 1** which fee shall be contributed to recycling operating budgets.

- 10.2 Every leaseholder referred to in section 10.1 and who is the subject of more than one solid waste account with the Municipality shall pay the recycling fee with respect to each of their solid waste accounts.

## 11.0 Accounts

- 11.1 Accounts shall be rendered to the leaseholder, except that:
- 11.1.1 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned R3 in respect to which:
- 11.1.1.1 each dwelling unit is serviced by an individual water meter;
- 11.1.1.2 not less than 10 rental dwelling units are located within a single leasehold; and
- 11.1.1.3 the leaseholder has provided to the Municipality current postal addresses for the tenants of the rental dwelling units and has requested in writing the accounts be sent to those addressed; and
- 11.1.1.4 the Municipality shall hold the leaseholder fully and entirely responsible for the payment of such accounts in the event the Municipality's reasonable efforts to collect such accounts prove unsuccessful.
- 11.1.2 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned CV-2, CO, CP, or CN.
- 11.2 Accounts shall be due and payable to the Municipality when rendered. Failure to receive an account shall not affect the liability to pay the account.
- 11.3 Utility Service Charges, shall constitute a debt to the Municipality which may be recovered:
- a. By transferring the Outstanding Balance to the Tax Roll of the property owner, or
- b. By action in any Court of competent jurisdiction, or
- c. By distress upon and seizure of the goods and chattels of the person owing such rates or charges wherever they may be found in the Municipality.
- 11.3.1 Utility Service Charges, which are six (6) months in arrears will be transferred to Property Taxes and a \$50.00 Administration fee will be added to the account in the event of a transfer to Property Taxes.
- 11.4 The Municipality may terminate water services to any leaseholder when their municipal utility service charges are in arrears by 60 days or more from the rendering of the account.
- 11.5 When a new account is established the Municipality shall charge the leaseholder the administration fee specified in **Schedule 1** for the establishment of the account.
- 11.6 For any services requested on or after June 1, 2009, a tenant to which section 11.1.2 applies, shall pay the Municipality the non-interest-bearing deposit specified in **Schedule 1**. The deposit shall be:
- 11.6.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
- 11.6.2 applied to any outstanding service account balance at the conclusion of the full period in which water services are delivered to the depositor or in the event no outstanding account balance exists, returned to the depositor.

## 12.0 Penalties

- 12.1 The penalty for late payment of service accounts shall be 2% per month (26.82% per annum) beginning on the 31<sup>st</sup> day after the rendering of the account.

**13.0 Severance**

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

**COMING INTO FORCE**

This bylaw shall come into force on the date of final passing thereof.

**READ** a first time this 18<sup>th</sup> day of January 2022.

**READ** a second time this 18<sup>th</sup> day of January 2022.

**READ** a third and final reading this    day of                    2022.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**Schedule 1**

<b>CODE</b>	<b>GARBAGE</b>	<b>1-Jan-22 per</b>	<b>per year</b>
G01	Garbage Residential In Town	\$57.34	billing \$344.06
G02	Garbage Commercial In Town	\$304.70	billing \$1,828.22
G03	Duplex - 1 side/Condo's/Row House	\$45.87	billing \$275.21
G04	Duplex - Both Sides (G03 x 2)	\$91.74	billing \$550.43
G05	Garbage S Block - Industrial Park	\$44.81	billing \$268.85
G06	Community Non-Profit Rate	\$54.27	billing \$325.59
G07	Garbage Fees - Four Plex (G04 x 4)	\$183.48	billing \$1,100.86
G08	Additional Garbage Pick-Ups	\$78.94	additional
G09	Multi-dwelling district lot - apartment building, per apartment	\$25.80	billing \$154.80
G10	Multi-dwelling district lot - Per multi-unit dwelling	\$44.33	billing \$265.95
G11	Additional Garbage Pick ups or self dumping	\$20.85	cubic yard
G12	Commercial off-schedule surcharge per pick up	\$20.85	pick up
G13	Additional pick up of solid waste not stored in solid waste container	\$129.37	hour
<b>RECYCLING</b>			
RECY01	Recycle Fee	\$31.83	billing \$191.01
RECY02	Recycle Fee Duplex (RECY01 x 2)	\$63.67	billing \$382.02
<b>SEWER</b>			
S01	Sewer Consumption (0-35 m3)	\$2.00	cubic meter
S02	Sewer Consumption (35-65 m3)	\$2.20	cubic meter
S03	Sewer Consumption (66-500 m3)	\$2.80	cubic meter
S04	Sewer Consumption (501+ m3)	\$3.45	cubic meter
S05	Connection <=1"	\$13.86	billing \$83.16
S06	Connection =1.5"	\$72.07	billing \$432.43
S07	Connection >1.5"	\$108.11	billing \$648.65
S08	Capital <=1"	\$25.33	meter/billing \$152.00
S09	Capital =1.5"	\$126.67	meter/billing \$760.00
S10	Capital >1.5"	\$224.83	meter/billing \$1,349.00
S11	Unconnected		
S12	Trucked grey water	\$11.54	cubic meter
S13	Trucked black water	\$18.23	cubic meter
S14	WW Call out for first 3 hours	\$320.53	1st 3 hrs
S15	WW Call out for every hour exceeding 3 hours	\$106.84	hr over 3 hrs
S16	WW Service fee (section 6.2, 7.2)	\$89.04	account
<b>WATER</b>			
W01	Water Consumption (0-35 m3)	\$0.68	cubic meter
W02	Water Consumption (35-65 m3)	\$0.70	cubic meter
W03	Water Consumption (66-500 m3)	\$0.85	cubic meter
W04	Water Consumption (501+ m3)	\$1.10	cubic meter
W05	Connection <=1"	\$27.81	billing \$166.84
W06	Connection =1.5"	\$144.60	billing \$867.57
W07	Connection >1.5"	\$216.89	billing \$1,301.35
W08	Capital <=1"	\$41.33	meter/billing \$248.00
W09	Capital =1.5"	\$206.67	meter/billing \$1,240.00
W10	Capital >1.5"	\$366.83	meter/billing \$2,201.00
W11	Bulk Water Minimum (section 7.1)	\$76.76	billing
W12	Water Service Deposit (section 11.6)	\$200.00	account
<b>GENERAL</b>			
ADMIN	Administration Fee (section 11.3.1 and 11.5)	\$50.00	transaction

## AGENDA ITEM 7.1

### REQUEST FOR DECISION

**Subject:** Child Care Strategy  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Lisa Daniel, Childcare Services Manager  
**Date:** February 1, 2022

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#### **Committee Recommendation:**

- That Council approve the engagement with Rob Buschmann from University of Alberta Community-University Partnership, as presented, to develop a Jasper Early Learning and Child Care Strategy.

#### **Alternatives:**

- That Council deny the request; or
- That Council direct Administration to discontinue work on the Jasper Early Learning and Child Care Strategy.

#### **Background:**

On June 8, 2021 committee directed Administration to return with a refinement of a previous RFD with respect to the development of a community childcare strategy. On August 3, 2021 Council made a motion to approve the use of \$24,000 from that portion of the COVID Recovery Reserve previously allocated to provide subsidies to users of Municipal Child Care Services to develop a community child care strategy, and that an RFP for independent consultation be presented to Council for approval.

#### **Discussion:**

Over the years it has become clear that quality childcare is critical to workforce participation, and that workforce participation is essential to the effective operation of Jasper's service industry. Jasper residents have access to high quality childcare through our municipality-operated facility. While this option works for a number of families, council wanted to explore if there are other options needed in our community or changes that could be made to improve the municipal programs to better serve the residents of Jasper.

Attached is a project proposal from Rob Buschmann, University of Alberta. He will be working with two other team members, fellow researcher, Jennifer Fischer-Summers and Tara Strang from the Muttart Foundation. Based on information discussed at committee and council meetings they have put together a detailed project proposal outlining goals, activities they will complete and the timeline for the project.

The major deliverables of the project will be:

- Understand the current state of Early Learning and Child Care (ELCC) in Jasper, focusing on accessibility, affordability, quality, flexibility, and inclusivity.
- Describe a desired future state of ELCC in Jasper, focusing on accessibility, affordability, quality, flexibility, and inclusivity.
- Produce a set of recommendations for how to get from the current state of ELCC in Jasper to the desired future state.

The project is expected to be completed by October 15, 2022. Timeline is in attached proposal

**Financial:**

The cost of the proposal equals the amount that council has set aside for this project. Noting that salaries for Rob Buschmann and Tara Strang are being provided in-kind.

**Strategic Relevance:**

- Community Vision - Jasper residents' value and promote quality services and affordability
- Governance – Allocate expenses equitably among and between taxpayers, service users and visitors
- Organizational Health - enhancing operational effectiveness, responsiveness and adaptability
- Economic Health and Fiscal Equity - improve equitable distribution of municipal service costs

**Attachments**

- Jasper Early Learning and Child Care Strategy Project Proposal

# Creating a Jasper Early Learning and Child Care Strategy: Project Proposal

January 2022

## Brief Background

On July 27, 2021, the Committee of the Whole of the Municipality of Jasper (MOJ) Council [voted unanimously to “develop a community child care strategy.”](#) After the vote, staff from the MOJ contacted researchers within the Community-University Partnership (CUP) for the Study of Children, Youth and Families at the University of Alberta to discuss the possibility of developing a strategy. Below is CUP’s proposal to create that strategy.

The need for a Jasper Early Learning and Child Care (ELCC) Strategy has become even more important given the signing of the [Canada-Alberta Canada-Wide Early Learning and Child Care Agreement](#) in November 2021. This agreement, which will bring \$3.8 billion of funding to Alberta over the next five years and additional funding in the years beyond, could fundamentally change the ELCC context in the province. An ELCC Strategy will help position Jasper to participate fully in this new context.

## Project Goals

The proposed project has three goals:

1. Understand the current state of ELCC in Jasper, focusing on accessibility, affordability, quality, flexibility, and inclusivity.<sup>1</sup>
2. Describe a desired future state of ELCC in Jasper, focusing on accessibility, affordability, quality, flexibility, and inclusivity.
3. Produce a set of recommendations for how to get from the current state of ELCC in Jasper to the desired future state.

These goals will be achieved through the project activities described in more detail below, and the final product will be a written Jasper Early Learning and Child Care Strategy.

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<sup>1</sup> “Flexibility” includes examining the availability of ELCC in Jasper for children requiring non-standard hours (that is, on weekends and outside of a 9-to-5 work day), availability of ELCC for part-time use, and for respite care. This is a particularly important issue in Jasper given the large percentage of residents who work in the hospitality and tourism industries—and whose schedules can change with little notice.

## Project Activities

To accomplish the three goals described above, we will undertake work in three activity areas.

### **Activity Area 1: Gather and analyze examples of other municipal ELCC strategies.**

We will begin by gathering and analyzing examples of municipal ELCC strategies from elsewhere in Canada. Through previous work the team has done in collaboration with the Edmonton Council for Early Learning and Care (ECELC), we have already assembled a small library of such strategies—particularly from municipalities in the Vancouver and Toronto areas—but we will conduct a brief scan at the outset of this project to see if there are other municipalities that have made their strategies publicly available online. We plan on contacting staff from at least one municipality (Richmond, BC) to get greater details and insight on how their Strategy was created, the challenges they faced in implementing it, and how they overcame those challenges. If possible and appropriate, we will contact staff from additional municipalities to have similar in-depth conversations. In addition, we will reflect upon the experiences of the ECELC in Edmonton to further inform how the strategy in Jasper might be created.<sup>2</sup>

The purpose of work within this activity area is to provide overarching models for the Jasper ELCC Strategy, but also to provide examples and suggestions to inform and refine our specific work in activity areas 2 and 3 below.

### **Activity Area 2: Gather information on the current state of ELCC in Jasper, the desired future state(s) of ELCC in Jasper, and what steps the Municipality of Jasper can take to move from the current state to future state(s).**

After examining and analyzing existing ELCC strategies, we will turn our focus to Jasper itself. Here we will gather information through multiple methods, from multiple ELCC stakeholders, across five broad areas: availability, affordability, quality, flexibility, and inclusivity, similar to the areas set out in the federal government's [Multilateral Early Learning and Child Care Framework](#). This activity area is where we will spend the bulk of our time and energy.

Each of the activities below is meant to gather information on both the current state and the ideal future state of ELCC in Jasper in the five areas above. In other words, for example, an interview with an ELCC program manager will include questions about both the current state of ELCC and the manager's ideas about an ideal future state, and will include questions in all five areas above. Such an interview would also include ideas about how Jasper could take steps to move from the current state of ELCC to an ideal future state.

We anticipate that there are likely to be multiple visions of the ideal future state of ELCC in Jasper, as there are multiple ELCC stakeholders in Jasper. Part of this project will be recording those multiple perspectives and presenting them to the Municipality of Jasper.

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<sup>2</sup> Edmonton does not yet have a formal ELCC strategy, but it is working toward creating one, and the ECELC has undertaken numerous activities that would contribute to a strategy. CUP has been a member of the ECELC since 2017 and has been deeply involved with it since then.

Specific activities that we plan on undertaking in this activity area are:

- **Using existing data.** Alberta Children’s Services publishes some data on its open data portal that can be used to get a basic understanding of ELCC in Jasper and in communities throughout Alberta. These data are quite limited, however, and recent changes in how the data are presented have further limited their value. As a result, we may consider requesting additional (non-public) data from Alberta Children’s Services specific to Jasper as part of this project.

Statistics Canada data may also be useful for understanding Jasper’s population of parents, guardians, and young children, and it is possible that Census 2021 data might be available for Jasper (and comparable communities in Alberta) in early 2022. Again, we may consider requesting additional data from Statistics Canada if the publicly available data from Statistics Canada is insufficient, though such “custom runs” usually involve a fee.

Finally, we will consult with the MOJ to find other local existing data that could help with understanding the current state of ELCC in Jasper. Such data might include business licenses, previous surveys the MOJ or local stakeholder have conducted, or other relevant information.

- **Conducting a survey of local parents & guardians of young children.** CUP is currently working with the ECELC to field a survey of parents and guardians of young (pre-Kindergarten) children in Edmonton. The survey instrument itself was developed by CUP and can easily be adapted for parents and guardians of young children in Jasper to fill out online (CUP has access to several online survey software programs that it can use at no additional charge to the MOJ). At the discretion of the MOJ, a portion of the survey could be devoted to asking specific questions of parents and guardians with children attending Wildflowers Childcare, or whose children had recently attended the program, to inform the deeper analysis of that specific program (see “Taking a closer look at Wildflowers Childcare, below). We would anticipate needing the help of the MOJ and, if possible, other local groups to publicize the survey.
- **Conducting interviews and/or focus groups with local ELCC programs and early childhood educators.** To gather the perspective of program managers and staff, we will conduct interviews and / or focus groups. We will conduct interviews and/or focus groups with program managers and early childhood educators (ECEs) separately so ECEs can express their perspectives without fear of reprisal by their managers. We will rely on MOJ staff to help us access ELCC providers in Jasper, particularly those who are unlicensed and therefore not listed in the Children’s Services public data.<sup>3</sup> As part of

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<sup>3</sup> As of June 2021, there were three licensed facility-based programs located in Jasper with a total of 163 licensed spaces. It is our understanding that there are no family day homes overseen by a licensed family day home agency in Jasper; rather, all day homes in Jasper are currently unlicensed.

these interviews, we will request basic data from the programs themselves, including but not limited to fee levels, enrollment, staff certification levels, types of families served, number of families on subsidy, children with special needs served, waitlists, etc. If possible, we will also conduct interviews with one or more family day home agencies that could be in the position to oversee licensed family day homes in Jasper in the future.

CUP has, in collaboration with the ECELC, previously conducted research involving interviews with ELCC program managers (report forthcoming) and with [family day home agency managers](#) in the Edmonton area. Interview guides from this previous research will be adapted for use in these focus groups and/or interviews.

- **Specific focus: A closer look at Wildflowers Childcare.** A significant part of this project will be focusing on the municipally-owned and operated ELCC program in Jasper, Wildflowers Childcare (which includes both a daycare and an out-of-school care program). There are several questions that the MOJ would like this project to address about Wildflowers in particular, including the program's role in a larger Jasper ELCC strategy going forward. We understand that Wildflowers also receives funding for Early Childhood Services (ECS) from Alberta Education; as this is relevant to understanding inclusivity in Jasper ELCC, those services will be a specific topic of discussion, as will other issues around inclusivity that staff from Wildflowers have encountered—and their efforts to address those issues.

Therefore, we plan on spending additional time talking with staff at Wildflowers and potentially asking for additional data from the program itself. As a model for our deeper examination of Wildflowers within this project, we plan on using a recent profile of the Manning Regional Childcare Association from May 2020.

- **Conducting interviews and/or focus groups with elementary school officials (if applicable).** As part of our information-gathering, we will conduct interviews and/or focus groups with staff from Jasper Elementary School. In particular, we will speak to staff about their ECS services, which could provide important insights on how to make ELCC in Jasper more inclusive. These conversations will also include discussions about the role of local schools and school boards in an overarching Jasper ELCC Strategy. If necessary, we will engage members of the ECELC with ECS experience to provide guidance and background information for these interviews and/or focus groups.
- **Conducting interviews and/or focus groups with other local ELCC stakeholders.** With advice and guidance from the MOJ, we will also engage with local stakeholders and groups to better understand their perspectives on the current state of ELCC in Jasper and their ideal future states; in fact, the ECELC itself comprises a group of just such stakeholders in Edmonton. In addition to the Jasper equivalents of the groups represented on the ECELC, we will also reach out to local business associations and

major employers to understand their perspectives. Any interviews with individuals within the MOJ administration that could have a key role in a Jasper ELCC strategy (for example, zoning or planning staff) would fall under this activity.

As a final note, CUP is located within the University of Alberta and we are required to obtain ethics approval for this project before any data collection begins. The ethics approval process will begin as soon as this proposal is approved.

### **Activity Area 3: Refine the path from current to future, and write the ELCC Strategy.**

The third and final activity area includes combining and synthesizing the information gathered in the first two activity areas, and creating a written Jasper ELCC Strategy. In particular, this will include:

- Re-examining strategies from other municipalities in light of the information gathered during Activity 2. We anticipate that the interviews, focus groups, and surveys will reveal new and perhaps unexpected perspectives on both future states and possible steps to move from the current to an ideal future ELCC state. These new perspectives may mean that we will need to review evidence and strategies from elsewhere again, and perhaps re-contact individuals from other municipalities to ask about their experiences. For example, it is possible that other municipalities in Canada have tried specific methods to add ELCC spaces that stakeholders in Jasper have heard about or are strongly considering. It is in this activity that we will go back and look for evidence on how well such a method might have worked (or is working).
- Applying what we have learned, and continue to learn, in our work in Edmonton with the ECELC. The ECELC continues to push forward with its efforts to improve ELCC in Edmonton, and as the ECELC continues to learn, those lessons will be examined for how they can be adapted and applied to Jasper.<sup>4</sup>
- Writing a Jasper ELCC Strategy.
- Presenting the Jasper ELCC Strategy to the MOJ, and in public forums as appropriate.

## **Roles, Timeline and Budget**

### **Roles**

There are three people who will work on this project: Rob Buschmann and Jennifer Fischer-Summers from CUP, and Tara Stang from the Muttart Foundation. Rob and Jennifer are both full-time researchers at CUP, and Tara is a full-time employee of the Muttart Foundation. All

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<sup>4</sup> And conversely, any lessons or ideas that emerge from the creation of the Jasper ELCC will be examined for how they can be adapted and applied in Edmonton. This is, of course, not part of this specific project—but one of the broader advantages of having CUP involved in ELCC planning in both Edmonton and Jasper is that it facilitates the easy sharing of information and ideas between municipalities.

three have extensive research and writing experience, as well as deep specific knowledge of the historical and current ELCC context within Alberta. Each will be involved with every step of the project. We anticipate meeting on a monthly basis with MOJ staff to provide oral reports on the progress of the project.

We anticipate needing the assistance of MOJ staff for some parts of this project, including helping with engagement of local stakeholders, participating in (but not leading) interviews and focus groups, and ensuring that the project is continuing to meet the needs of the MOJ. We do not anticipate staff from MOJ will be need to conduct interviews, run surveys, do background research, or write the Strategy itself.

### **Timeline**

The following is a proposed timeline of major actions and deliverables:

<i>Month / Date (all 2022)</i>	<i>Major Actions / Deliverables</i>
February 15	Project Start
April 15	University of Alberta Ethics Approval and begin data collection
May	Field parent / guardian survey
August 31	Draft Written ELCC Strategy
September 30	Final Written ELCC Strategy
October	Presentations of Strategy to MOJ and/or general public
October 15	Project End

### **Budget**

The overall budget for this project is \$24,000. This amount will cover the following:

- Salary for Jennifer Fischer-Summers
- Project Management costs for CUP
- Travel (if needed; we anticipate conducting all meetings and research virtually at this point).

The following are provided in-kind to the MOJ as part of this proposal:

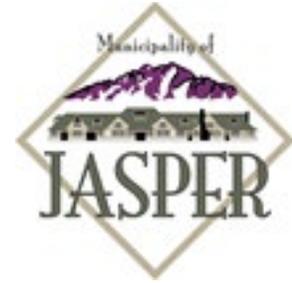
- Salary for Rob Buschmann
- Salary for Tara Stang
- Software for data collection and analysis (includes online survey tools and qualitative / quantitative data analysis programs)

## AGENDA ITEM 7.2

### REQUEST FOR DECISION

**Subject:** Wastewater Treatment Plant Dewatering Upgrades  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** John Greathead, Director of Operations  
**Reviewed by:** Bill Given, Chief Administrative Officer  
**Date:** February 1, 2022

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#### Committee Recommendations:

1. That Council direct Administration to award the contract to Andritz for the supply of a centrifuge at a cost of \$283,000.
2. That Council direct Administration to enter into contract with Capital H2O for the provision of the polymer system at a cost of \$272,500.

#### Background:

The centrifuge at the Jasper WWTP has been in constant use since this plant was built in 2001 and is in critical need of replacement. This key piece of equipment which is used to dewater the bio-solids was assessed in 2019 by EPCOR as part of the Operational Service review to be in need of replacement urgently. Throughout the interim operating contract awarded to EPCOR Jan 2020 - June 2021, project planning and development for the replacement of the centrifuge was underway which also included the preparation of a bid package to procure a replacement unit and the construction and trades work that would be required.

Aquatera was awarded a 5 year operating contract of the WWTP and began their service in June 2021. The work previously undertaken by EPCOR was then transferred to and then validated by Aquatera. During the fall of 2021 a public process to continue this work was completed, and Associated Engineering was awarded the detailed design contract via Aquatera. MOJ management were also included in this process to define the scope of work as well as actively driving the evaluation process.

#### Discussion:

The centrifuge has been prone to problems and is unable to operate properly. The quality of the dewatering has been reduced by half of the design parameters over time, and has severe vibration issues which prevent the centrifuge from operating at proper speed (RPM). In autumn 2021 this unit experienced a major breakdown where the main support bearings failed, requiring scheduling an experienced tradesperson to replace the failed bearings, sourcing a specialty crane to disassemble the centrifuge, notification to AEP of the disruption while incurring ~\$40,000 in expenses.

The polymer system is one that works hand-in-hand with the centrifuge, and has been assessed as being at end of life and requires replacement simultaneously with the centrifuge.

#### Centrifuge Selection

The centrifuge equipment specifications and bid comparison was completed by Associated Engineering (AE), and reviewed by the municipality's WWTP operator Aquatera. AE was selected for this design work through an open bid process.

To select the centrifuge supplier an invitational bid was sent to four reputable firms, whom all submitted compliant bids which were then evaluated based on delivery schedule, performance, local maintenance support, and overall value. While the Andritz bid was the highest cost, they are the only supplier able to deliver the equipment in-line with the required timelines, have maintenance and repair support in Western Canada, are the most compact, and generally have a product as high or higher quality than the competitors.

### **Polymer System Selection**

A set of design specifications for the polymer system was created by Associated Engineering (AE). An invitational bid was sent to two reputable polymer system suppliers, both of which submitted compliant bids. The bids were evaluated based on delivery schedule, performance, local maintenance support, design considerations, and overall value. AE completed the bid evaluation and reviewed their decision with Aquatera and MOJ staff.

Municipal administration and Aquatera recommend proceeding with the Capital H2O unit. This unit is smaller in footprint than alternative systems, and space is a premium in the Jasper plant. Capital H2O can manufacture the unit in Canada, both reducing lead times and reducing the probability of delays given shipping uncertainty due to Covid supply chain disruptions. The Capitol H2O system is the less expensive of the two options. Also, Aquatera has installed a Capital H2O system in the Grande Prairie WWTP and has good experience with the unit.

The work of installing the centrifuge and polymer system will be completed during the fall of 2022. Total project costs for the sludge dewatering capital improvements including engineering, construction, commissioning, and project management is not expected to exceed \$2,490,000.00.

### **Strategic Relevance:**

This critical project aligns with Council's role in promoting environmental protection and stewardship.

### **Financial:**

\$2,250,000 for this item was included in the approved 2022 capital budget as part of the 2021 WWTP Carry Forward projects.

An additional \$250,000 was approved as part of the WWTP Annual Capital Requirements for 2022.

### **Attachment:**

Dewatering Project – detailed project budget

**COST ESTIMATE**

**Project:** Jasper Dewatering Upgrades  
**Project Num:** 48085  
**Date:** Friday, November 26, 2021

**CAPTIAL COSTS**

ITEM NO.	DESCRIPTION	ESTIMATED COST	BASIS OF ESTIMATE	Contingency (Percent)	Contingency (Cost)	NOTES
<b>GROUP 1 - Engineering</b>						
<b>1.1</b>	<b>Engineering</b>					
1.1.1	Preliminary Engineering - AE	\$ 50,000.00	PO Value	10%	\$ 5,000.00	
1.1.2	Detailed Engineering - AE	\$ 190,000.00	PO Value	15%	\$ 29,000.00	
1.1.3	Site Supervision	\$ 65,000.00	AE Proposal	25%	\$ 17,000.00	
<b>GROUP 1 SUBTOTAL</b>		<b>\$ 305,000.00</b>			<b>\$ 51,000.00</b>	
<b>GROUP 2 - Equipment Supply &amp; Installation</b>						
<b>2.1</b>	<b>Supply</b>					
2.1.1	Centrifuge	\$ 282,000.00	Prelim Proposal	5%	\$ 15,000.00	
2.1.2	Conveyor	\$ 40,000.00	Estimate	25%	\$ 10,000.00	
2.1.3	Polymer System	\$ 240,000.00	Prelim Proposal	5%	\$ 12,000.00	
2.1.4	Grinder	\$ 30,000.00	Estimate	25%	\$ 8,000.00	
2.1.5	Sludge Pumps (3)	\$ 60,000.00	Estimate	25%	\$ 15,000.00	
<b>2.2</b>	<b>Installation</b>					
2.2.1	Centrifuge	\$ 84,600.00	Estimate	25%	\$ 22,000.00	
2.2.2	Conveyor	\$ 20,000.00	Estimate	25%	\$ 5,000.00	
2.2.3	Polymer System	\$ 60,000.00	Estimate	25%	\$ 15,000.00	
2.2.4	Grinder	\$ 15,000.00	Estimate	25%	\$ 4,000.00	
2.2.5	Sludge Pumps (3)	\$ 60,000.00	Estimate	25%	\$ 15,000.00	
<b>GROUP 2 SUBTOTAL</b>		<b>\$ 891,600.00</b>			<b>\$ 121,000.00</b>	
<b>GROUP 3 - Other Construction</b>						
<b>3.1</b>	<b>Construction</b>					
3.1.1	General Requirements - Mobilization/Demobilization	\$ 150,000.00	Estimate	25%	\$ 38,000.00	
3.1.2	Structural - Equip Foundation, New Hatch, Door Size Increase	\$ 100,000.00	Estimate	25%	\$ 25,000.00	
3.1.3	Building Mechanical - Hot Water Tank, Ducting Upgrade	\$ 50,000.00	Estimate	25%	\$ 13,000.00	
3.1.4	Electrical	\$ 223,000.00	Estimate	25%	\$ 56,000.00	Assumed 25% of equipment install
3.1.5	Instrumentation/Control	\$ 179,000.00	Estimate	25%	\$ 45,000.00	Assumed 20% of equipment install
3.1.6	Demolition	\$ 50,000.00	Estimate	25%	\$ 13,000.00	
<b>3.2</b>	<b>Misc</b>					
3.2.1	Dewatering Equipment Rental Allowance	\$ 23,000.00	Estimate	25%	\$ 6,000.00	
<b>GROUP 3 SUBTOTAL</b>		<b>\$ 775,000.00</b>			<b>\$ 196,000.00</b>	
<b>GROUP 4 - INDIRECTS</b>						
<b>4.1</b>	<b>Indirect Costs</b>					
4.1.1	Aquatera Engineering (assume 4% of overall budget)	\$ 79,000.00	Estimate			
4.1.2	Procurement Costs (assume 2% of overall budget)	\$ 40,000.00	Estimate			
4.1.3	Jasper Operations Assistance (assume 1% of overall budget)	\$ 20,000.00	Estimate			MoJ can capitalize operations/internal costs if tracked.
4.1.4	Municipality of Jasper Internal Costs (assume 0.5% of overall budget)	\$ 10,000.00	Estimate			MoJ can capitalize operations/internal costs if tracked.
4.1.5	Contingency 18.7% of overall direct cost budget	\$ 368,000.00				
<b>GROUP 5 SUBTOTAL</b>		<b>\$ 517,000.00</b>				
<b>TOTALS:</b>		<b>\$ 2,490,000.00</b>	<b>(CLASS 5 ESTIMATE)</b>			<i>rounded to nearest 10k</i>

## AGENDA ITEM 7.3

### REQUEST FOR DECISION



**Subject:** Elected Official Education Program  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Emma Acorn, Legislative Services Coordinator  
**Reviewed by:** Christine Nadon, Director of Protective & Legislative Services  
**Date:** February 1, 2022

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#### **Committee Recommendation:**

- That Council approve the attendance of Councillor Hall at the upcoming March 14 to 16, 2022 Elected Officials Education Program (EOEP) course in Edmonton.

#### **Alternatives:**

- That Council approve the attendance of other councillors wanting to attend the upcoming March 14 to 16, 2022 Elected Officials Education Program (EOEP) course in Edmonton; or
- That Council deny requests for attendance at the upcoming Elected Officials Education Program course.

#### **Background:**

At the January 25, 2022 Committee of the Whole meeting, Councillor Hall brought forward a request for Council's support to attend an upcoming EOEP course. The course topic is "Council's Role in Strategic Planning" and it is being offered as part of the Rural Municipalities of Alberta (RMA) convention in Edmonton.

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

#### **Financial:**

Registration for the course is \$375, in addition to travel, subsistence and councillor compensation costs. This request can be accommodated within the approved Council training, and travel and subsistence budgets.

#### **Relevant Legislation:**

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

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

## AGENDA ITEM 7.4

### REQUEST FOR DECISION



**Subject:** Keep Alberta RCMP Community Engagement Tour  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Emma Acorn, Legislative Services Coordinator  
**Reviewed by:** Christine Nadon, Director of Protective & Legislative Services  
**Date:** February 1, 2022

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#### **Committee Recommendation:**

- That Council approve the attendance of any councillor at a *Keep Alberta RCMP* information session from the attached list of dates.

#### **Alternative:**

- That Council deny the request for councillor attendance at a *Keep Alberta RCMP* information session from the attached list of dates.

#### **Background:**

At the January 25, 2022 Committee of the Whole meeting, Council received correspondence from the National Police Federation regarding the *Keep Alberta RCMP* Community Engagement Tour. An in-person session will be held in Edson on February 28, 2022. Virtual sessions were offered in January as well as on February 3. Other dates are also available, as attached to this report.

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

#### **Financial:**

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

#### **Relevant Legislation:**

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

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

#### **Attachments:**

- Correspondence from National Police Federation including links to schedule of in person and virtual sessions.
- List of dates for upcoming information sessions

**From:** [Colin Buschman](#)  
**To:** [Richard Ireland](#)  
**Cc:** [Municipality of Jasper](#)  
**Subject:** KeepAlbertaRCMP Community Engagement Tour on the Proposed APPS  
**Date:** Friday, January 21, 2022 7:50:01 AM  
**Attachments:** [image886872.png](#)  
[image552339.png](#)  
[image058942.png](#)  
[image621331.png](#)  
[image989571.png](#)

Dear Mayor Ireland and Municipality of Jasper Council,

I am reaching out to you to invite you to our upcoming Community Engagement Tour regarding the recently released PricewaterhouseCoopers (PwC) APPS Transition Study and what this may mean for you and your community.

While the Government of Alberta (GoA) states that the report “found the concept was realistic, cost-effective and worth further study” as well as puts “more frontline personnel in communities across Alberta at equal or lower cost”, we have found the GoA Report to be overlooking and omitting vital details which will have a tremendous impact on municipalities across Alberta.

As Premier Jason Kenney continues his push for a police transition Albertans don’t want, the NPF is travelling the Province to discuss these issues directly with Mayors, Councillors, stakeholders, and all Albertans. We hope you will be able to join us to share your unique perspectives, thoughts, and concerns. We look forward to having this conversation with you and your community.

The KeepAlbertaRCMP Community Engagement Tour will be open to the public, please forward this message on to those who may be interested in attending. Due to COVID-19 regulations, all venues are participating in the Restrictions Exemption Program and as such, all participants must comply with those restrictions including the wearing of masks. As well, we ask all participants to RSVP to ensure we stay within capacity limits and so that we can contact you should any details change.

To find a meeting in your area, please visit [KeepAlbertaRCMP.ca](#). If you are unable to join us in person, we will also be offering Virtual Sessions on the following dates:

Virtual Session	January 26, 2022	<a href="#">Register here</a>
Virtual Session	January 27, 2022	<a href="#">Register here</a>
Virtual Session	February 3, 2022	<a href="#">Register here</a>

If you have any questions or comments, please don’t hesitate to reach out.

Regards,

## Colin Buschman

Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l’ouest

**National Police Federation | Fédération de la Police Nationale**

(236) 233-8100

<https://nfp-fpn.com>



**NATIONAL  
POLICE  
FEDERATION**

**FÉDÉRATION  
DE LA POLICE  
NATIONALE**



nationalpolicefederation

National Police Federation

Stettler	February 1, 2022
Hanna	February 1, 2022
Drumheller	February 2, 2022
Olds	February 2, 2022
Airdrie	February 3, 2022
Calgary	February 3, 2022
Virtual Session	February 3, 2022
Leduc	February 14, 2022
Ponoka	February 14, 2022
Camrose	February 15, 2022
Wainwright	February 15, 2022
Vermilion	February 16, 2022
Bonnyville	February 16, 2022
Smoky Lake	February 17, 2022
Edmonton	February 17, 2022
Drayton Valley	February 18, 2022
Edson	February 28, 2022
Whitecourt	February 28, 2022
Valleyview	March 1, 2022
Grande Prairie	March 1, 2022
High Level	March 2, 2022
Peace River	March 3, 2022
Slave Lake	March 4, 2022

## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)
Mountain Makers Arts & Culture	July 27, 2021	Director of Community Development & CAO	That Committee direct Administration to come back to a future Committee of the Whole meeting with a report to follow up on the request made in the presentation today July 27, 2021.	February 2022
S-Block Parking	September 14, 2021	Director of Protective & Legislative Services	That Committee direct Administration to return to a future Committee of the Whole meeting with a policy level discussion regarding the use of S-block parking.	February 2022
Relationship with JCTS & Friends of Jasper Culture & Recreation	September 14, 2021	CAO	That Committee direct Administration to bring forward recommendations on how to enhance the relationship between the municipality and local non-profit organizations including Jasper Community Team Society and Friends of Jasper Culture and Recreation.	<del>February 2022</del> March 2022
Municipal Staff Housing	September 14, 2021	Director of Finance & Administration	That Committee direct Administration to bring forward a draft policy to address all aspects of Municipal Staff Housing.	February 2022
Fiscal Controls and Reporting Policy	September 28, 2021	Director of Finance & Administration	That Committee direct Administration to revise the Internal Fiscal Controls and Reporting Policy based on the discussion today and return to a future Committee of the Whole meeting.	February 2022
Equity, Diversity and Inclusion Policy Master Plan 2022-2026	October 12, 2021	Community Development Manager	That Committee direct Administration to improve the plan as required based on feedback from the internal Inclusion Committee, and return with a final version in 2022.	<del>March 2022</del> February 2022
World Tree	November 9, 2021	Community Development Manager	That Committee direct Administration to provide the support requested by the World Tree Team from within the existing 2021 budget and to bring forward a report with recommendations on the best way to provide ongoing support in future years.	February 2022

<b>Sledding at Snape’s Hill</b>	<b>January 11, 2022</b>	<b>Director of Operations</b>	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.	<b>February 2022</b>
<b>Speed Limits</b>	<b>January 25, 2022</b>	<b>Director of Operations &amp; Director of Protective &amp; Legislative Services</b>	That Committee direct Administration to draft appropriate amendments to the Traffic Bylaw to reduce speed limits within municipal boundaries to 30 km/h, as presented in Option 1, and return to committee.	<b>February 2022</b>
<b>Legislative Committee TOR</b>	<b>January 25, 2022</b>	<b>CAO</b>	That Committee direct Administration to develop a draft terms of reference for a Legislative Committee and return to Council for approval.	<b>March 2022</b>
<b>2018-2022 Council Strategic Plan</b>	<b>January 25, 2022</b>	<b>CAO</b>	That Committee direct Administration to report back to the next Committee of the Whole as to the possibility of updating progress on the priorities outlined in the 2018-2022 Council Strategic Plan.	<b>February 2022</b>

# Municipality of Jasper



List of recommendations  
Regular meeting, Tuesday, February 1, 2022

## **Additions to agenda**

That Council agree to add/delete the following items to the February 1, 2022 regular meeting agenda:

## **Approval of agenda**

That Council approve the agenda for the regular meeting of February 1, 2022 as presented.

## **Approval of minutes**

That Council approve the minutes of the January 18, 2022 Regular Council meeting as presented.

## **Supplementary Assessment of Improvements Bylaw 2022 – 3<sup>rd</sup> reading**

That Council read for the third time, Bylaw #241: Supplementary Assessment of Improvements Bylaw 2022, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2022.

## **Supplementary Tax Bylaw 2022 – 3<sup>rd</sup> reading**

That Council read for the third time, Bylaw #242: Supplementary Tax Bylaw 2022, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2022.

## **Utility Fees Levy Collection Bylaw 2022 – 3<sup>rd</sup> reading**

That Council read for the third time, Bylaw #243: being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2022.

## **Committee Recommendation – Child Care Strategy**

That Council approve the engagement with Rob Buschmann from University of Alberta Community-University Partnership, as presented, to develop a Jasper Early Learning and Child Care Strategy.

## **Committee Recommendations – Wastewater Treatment Plant Dewatering Upgrades**

That Council direct Administration to award the contract to Andritz for the supply of a centrifuge at a cost of \$283,000.

That Council direct Administration to enter into contract with Capital H2O for the provision of the polymer system at a cost of \$272,500.

## **Committee Recommendation – Elected Official Education Program**

That Council approve the attendance of Councillor Hall at the upcoming March 14 to 16, 2022 Elected Officials Education Program (EOEP) course in Edmonton.

# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, February 1, 2022



## **Committee Recommendation – Keep the RCMP Community Engagement Tour**

That Council approve the attendance of any councillor at a *Keep Alberta RCMP* information session from the attached list of dates.

## **Adjournment**

That, there being no further business, the regular meeting of February 1, 2022 be adjourned at

\_\_\_\_\_.