

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
September 19, 2023 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)



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

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, September 19, 2023 attachment

Recommendation: That Council approve the agenda for the regular meeting of September 19, 2023 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, September 5, 2023 attachment

Recommendation: That Council approve the minutes of the September 5, 2023 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, September 12, 2023 attachment

Recommendation: That Council approve the minutes of the September 12, 2023 Committee of the Whole meeting as presented.

4 CORRESPONDENCE

5 DELEGATIONS

5.1 Wendy Niven-Interpretive Guides Association, Franz Plangger-Outdoor Council of Canada & Brooklyn Rushton-Association of Canadian Mountain Guides – Outdoor Activity Business Licensing in Jasper National Park attachment

Recommendation: That Council receive the presentation for information.

6 NEW BUSINESS

6.1 Wastewater Treatment Facilities Borrowing Bylaw 2023 3rd Reading attachment

Recommendation: That Council give third reading to bylaw #255, the Wastewater Treatment Facilities Borrowing Bylaw 2023.

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6.2 Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023 3rd Reading attachment

Recommendation: That Council give third reading to bylaw #256, the Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023.

6.3 2022 Year End Surplus Reserve Transfers

Recommendations: That Council approve that the 2022 year end tax supported surplus of \$147,544 be allocated to Reserves as per Policy B-112 in the following amounts:

- *\$73,772 (50%) to Fixed Assets Reserve*
- *\$14,754 (10%) to Community Housing Reserve*
- *\$59,017 (40%) to Financial Stabilization Reserve*

That Council approve that the 2022 year end utility supported surplus of \$534,685 be allocated to Reserves as per Policy B-112 in the following amount:

- *\$534,685 (100%) to Utility Operating Reserve.*

6.4 S-Block Parking 2023, Winter Seasonal Service

Recommendation: That Council approve the winter seasonal service pilot project proposal for the 2023/24 season of S-Block Parking Lot with a report to come back to a Committee of the Whole meeting in the spring.

6.5 Recreation Facility Access Policy attachment

Recommendation: That Council adopt D-117 the Recreation Facility Access Policy as presented.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

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

9 UPCOMING EVENTS

*Cancelled – Tuesday, September 26 Committee of the Whole meeting
Climate Resilience Public Engagement Session – 4:30-8pm, September 20, Jasper Library
NETMA – 5-7pm, September 20, Jasper Royal Canadian Legion
2nd Annual Hinton Energy Festival – 3:30-8pm, September 22, Hinton PATH, 821 Switzer Drive Alberta
Tourism Advocacy Summit, September 25, Calgary Telus Convention Centre
Jasper Park Chamber of Commerce AGM – 5:30pm, September 27, Pyramid Lake Lodge
Alberta Municipalities' Convention & Trade Show – September 27-29, Edmonton Convention Centre
National Day for Truth & Reconciliation – September 30, 10:00am to 12:00noon, Commemoration Park
Jasper's Dark Sky Festival – October 13-22
Organizational Meeting – October 24

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10 IN CAMERA

10.1 Intergovernmental Affairs – Land Use Planning and Development FOIP s. 21(1)

11 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of September 19, 2023 be adjourned at _____.

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

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, September 5, 2023 | 1:30 pm
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Helen Kelleher-Empey, Kathleen Waxer, Scott Wilson, Ralph Melnyk, and Wendy Hall		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Christine Nadon, Director of Protective & Legislative Services Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Henry Penn & Laura Lynes, The Resilience Institute Peter Shokeir, The Fitzhugh Bob Covey, The Local 11 observers		
Call to order	Mayor Ireland called the September 5, 2023 Regular Council meeting to order at 1:30pm and began with a Traditional Land Acknowledgement including an acknowledgment of the change of name to the Otipemisiwak Métis and recognizing the establishment of the Jasper House District within the voting structure of the Otipemisiwak Métis.		
Additions/ Deletions to agenda #374/23	MOTION by Councillor Damota – BE IT RESOLVED that Council add the following items to today’s agenda: <ul style="list-style-type: none"> • 10.1 In-camera - Strategic Communication • 10.2 In-camera - Legal matter • 6.8 Discussion on the 2022 Operating Surplus 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #375/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the September 5, 2023 Regular Council meeting as amended.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #376/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the August 15, 2023 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #377/23	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the August 22, 2023 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Legislative Committee minutes #378/23	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the minutes of the August 29, 2023 Legislative Committee meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence	none		

Delegations – Resilience Institute	Council received a presentation from Dr. Henry Penn and Laura Lynes of The Resilience Institute. The Municipality of Jasper is currently undertaking a Climate Risk Assessment (CRA) as part of The Municipal Climate Change Action Centre’s (MCCAC) Climate Resilience Capacity Building Program. The CRA will support the community in identifying and planning for climate hazards such as severe drought, high intensity rainfall, extreme heat, and severe storms. This work is being undertaken by The Resilience Institute (TRI) with the support of Associated Engineering (Associated).		
#379/23	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council receive the presentation for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Rail Safety Week #380/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council proclaim the week of September 18-24, 2023 as Rail Safety Week.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Forest Resource Improvement Association of Alberta (FRIAA) Grant Application #381/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve an application to the Forest Resource Improvement Association of Alberta (FRIAA) for grant funding toward a new ten-year Wildfire Mitigation Strategy.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Councillor Damota was not at the table for the vote but did return immediately following.		
September 26th Committee of the Whole Meeting Quorum & Alberta Municipalities Convention #382/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council cancel the September 26, 2023 Committee of the Whole meeting due to a lack of quorum.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Reallocation of Capital Funds #383/23	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the deletion of the purchase of a 4x4 1-ton pickup truck and a ¾ ton pickup truck, and reallocate capital funds to proceed with the purchase of: <ul style="list-style-type: none"> • a new tractor and implements for winter sidewalk maintenance; and • a 10-ton dump truck for snow removal operations. 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023 2nd Reading #384/23	MOTION by Councillor Wilson – BE IT RESOLVED that Council give second reading to bylaw #256, the Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Wastewater Treatment Facilities Borrowing Bylaw 2023 2nd Reading #385/23	MOTION by Councillor Damota – BE IT RESOLVED that Council give second reading to bylaw #255, the Wastewater Treatment Facilities Borrowing Bylaw 2023.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 2:50-3:00pm.		

Director's Report – Finance & Administration	Council received a report from Natasha Malenchak, Director of Finance & Administration, sharing highlights of the department's work including major projects in information technology; budget and planning; grant applications; business licensing; communications & engagement; and a summary of the operating budget to date.		
#386/23	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the report for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Discussion on the 2022 Operating Surplus	After receiving the Director's Report from the Director of Finance & Administration, Council was satisfied that a report would be coming forward to the September 12 th Committee of the Whole meeting which would provide a better opportunity for discussion regarding the operating surplus in the 2022 budget.		
Notices of Motion	none		
Councillor Reports	<p>Councillor Melnyk reported that the 2023 Homecoming hosted by the Museum was a success and thanked everyone at the Municipality who provided support. Mayor Ireland attended the reception at the Museum as well as the dinner at the Jasper Activity Centre.</p> <p>Mayor Ireland and Councillor Melnyk attended the 100th Anniversary celebration of Locomotive 6015.</p> <p>Last week Mayor Ireland met virtually with the Mayors of Banff & Canmore to discuss their ongoing initiative to pursue a tourism-based communities' designation from the Government of Alberta.</p> <p>Mayor Ireland and Councillor Waxer attended a celebration at the museum on August 24th to commemorate Ukrainian Independence Day and the history of Ukrainians in Jasper.</p>		
Upcoming events	Council received a list of upcoming events for information.		
In-camera #387/23	<p>MOTION by Councillor Hall to move in-camera at 5:18pm to discuss added agenda items:</p> <ul style="list-style-type: none"> • 10.1 In-camera - Strategic Communication, FOIP s.27 • 10.2 In-camera - Legal matter, FOIP s.17 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Move out of camera #388/23	MOTION by Councillor Wilson to move out of camera at 5:27pm.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Adjournment #389/23	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that, there being no further business, the Regular Council meeting of September 5, 2023 be adjourned at 5:28pm.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Mayor

Chief Administrative Officer

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, September 12, 2023 | 9:30am
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Scott Wilson, Helen Kelleher-Empey, Kathleen Waxer, Wendy Hall, and Ralph Melnyk		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Lisa Riddell, Community Development Manager Lisa Daniel, Childcare Services Manager Emma Acorn, Legislative Services Coordinator Peter Shokeir, The Fitzhugh Bob Covey, The Local James Jackson & Tyler Riopel, Tourism Jasper Flo Willis, Jasper resident 12 observers		
Call to Order	Deputy Mayor Damota called the September 12, 2023 Committee of the Whole meeting to order at 9:32am and began with a Traditional Land Acknowledgement .		
Additions/deletions to the agenda	Councillor Hall requested that the following item be added to today's agenda: <ul style="list-style-type: none">• 7.8 Land Acknowledgement Policy		
Approval of agenda #390/23	MOTION by Mayor Ireland that Committee approve the agenda for the September 12, 2023 Committee of the Whole meeting as amended: <ul style="list-style-type: none">• Added item 7.8 Land Acknowledgement Policy		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from August 22, 2023 minutes	None		
Delegations – Flo Willis	Council received resident Flo Willis as a delegation who wished to share concerns regarding the intersection of Hazel Avenue and Geikie Street.		

#391/23	MOTION by Councillor Melnyk that Committee refer the matter of a three way stop sign at the intersection of Geikie Street and Hazel Avenue to Administration for a report at a future Committee of the Whole meeting.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Tourism Jasper	Council received Tourism Jasper representatives James Jackson and Tyler Riopel as a delegation regarding hockey tournaments for the 2023/2024 winter season. The presentation materials for the late addition item are attached to today's minutes.			
#392/23	MOTION by Mayor Ireland that Committee receive the presentation from Tourism Jasper for information, and;			
	That Committee direct Administration to continue to pursue a collaboration with Tourism Jasper for the refinement and implementation of an operational plan to enhance the local hockey experience including the hosting of tournaments for the 2023/2024 hockey season.			
		FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Correspondence	none			
Recess	Deputy Mayor Damota called a recess from 10:39am-10:50am.			
	Item 7.1 was deferred to later in the meeting due to scheduling challenges.			
Active Transportation Feasibility Study	Committee received a report from Administration, with Lisa Riddell, Community Development Manager, reviewing the past application process for a Feasibility Study of an on-street bicycle network for Jasper. The Municipality's application was successful and in 2023, Administration used the grant funding to contract Associated Engineering (AE) to complete the study. The final report: Promoting Active Transportation in Jasper – Feasibility Study shows the process used to assess the feasibility of active transportation infrastructure for Jasper.			
#393/23	MOTION by Councillor Wilson that Committee receive the Active Transportation Feasibility Study for information, and;			
	That Committee direct Administration to use the study as a reference document in the update of the Transportation Master Plan.			
		FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
#394/23	MOTION by Mayor Ireland that Committee direct Administration to identify the resources required to update the Transportation Master Plan in the 2024 budget, and to include the cost of additional bike racks.			

FOR 7 Councillors AGAINST 0 Councillor CARRIED

Recreation Access Policy Committee received a draft Recreation Access Policy from Administration. The policy was drafted in response to a request made by Council at the April 18, 2023 Committee of the Whole meeting.

#395/23 MOTION by Councillor Waxer that Committee recommend Council adopt the draft Recreation Access Policy with the following amendments:

- Change title to “Recreation Facility Access Policy”
- Remove “*Adults need to be connected to” and add “Adults must be referred by Community Outreach Services”
- One sentence in Section 3 should be amended to read “The Municipality may also enter into agreements with external groups to offer reduced cost or no cost access to recreation facilities on a case by case basis.”
- In Section 4 remove “expected to follow the” and replace with “subject to the”

FOR 7 Councillors AGAINST 0 Councillor CARRIED

Behaviour in Municipal Facilities Policy Committee received a draft Behaviour in Municipal Facilities Policy. The policy was drafted after discussion at the August 22, 2023 Committee of the Whole meeting and correspondence received in March 2023 regarding Jasper Hockey League conduct. Community Development Manager, Lisa Riddell, shared the policy’s purpose, application, and use of plain language to further awareness. Committee discussed changes to the name, scope, and the potential related procedures.

#396/23 MOTION by Mayor Ireland that Committee direct Administration to return to a future Committee of the Whole meeting with a draft Behaviour in Municipal Facilities Policy and the proposed administrative procedures.

FOR 7 Councillors AGAINST 0 Councillor CARRIED

Recess Deputy Mayor Damota called a recess from 12:03pm – 1:00pm.

Early Learning and Child Care Strategy Committee received an Early Learning and Child Care Strategy from Administration for consideration. Childcare Services Manager, Lisa Daniel, reviewed the process for development of the strategy and the action items which could be incorporated in to future business plans and financial considerations.

#397/23 MOTION by Councillor Waxer that Committee recommend Council write a letter to the Provincial Government requesting a current timeline on the implementation of the Federal/Provincial Early Learning and Child Care bilateral agreements.

FOR 7 Councillors AGAINST 0 Councillor CARRIED

#398/23 MOTION by Councillor Waxer that Committee direct Administration to bring back the Early Learning and Child Care Strategy with the amendments discussed today to a future Committee of the Whole meeting.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Meeting Extension #399/23 MOTION by Councillor Melnyk at 2:14pm that Committee of the Whole extend the September 12, 2023 meeting beyond four hours.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Alberta Municipalities Resolutions 2024 Administration reviewed the process which will take place during the 2023 Alberta Municipalities Tradeshow and Conference in Edmonton this September as Council is set to present the "Protection for Vulnerable Residential Tenants" resolution for consideration.

Recess Deputy Mayor Damota called a recess from 2:30pm-2:40pm.

2022 Year End Surplus Reserve Transfers #400/23 Director of Finance & Administration, Natasha Malenchak, presented recommendations to Committee regarding the 2022 year end surplus transfers.

MOTION by Mayor Ireland that Committee recommend that Council approve that the 2022 year end tax supported surplus of \$147,544 be allocated to Reserves as per Policy B-112 in the following amounts:

- \$73,772 (50%) to Fixed Assets Reserve
- \$14,754 (10%) to Community Housing Reserve
- \$59,017 (40%) to Financial Stabilization Reserve

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

#401/23 MOTION by Mayor Ireland that Committee recommend Council approve that the 2022 year end utility supported surplus of \$534,685 be allocated to Reserves as per Policy B-112 in the following amount:

- \$534,685 (100%) to Utility Operating Reserve.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

S-Block Parking 2023, Winter Seasonal Service #402/23 Committee received a report from Director of Protective & Legislative Services, Christine Nadon, reviewing current practices and proposed usage of the S-Block parking lot.

MOTION by Councillor Melnyk that Committee recommend Council approve the winter seasonal service pilot project proposal for the 2023/24 season of S-Block Parking Lot with a report to come back to a Committee of the Whole meeting in the spring.

FOR 7 Councillors AGAINST 0 Councillor CARRIED

Land Acknowledgement Policy #403/23 MOTION by Councillor Hall that Committee direct Administration to review Policy A-106, the Land Acknowledgement Policy.
FOR 7 Councillors AGAINST 0 Councillor CARRIED

Active Transportation Feasibility Study #404/23 MOTION by Councillor Waxer that Committee direct Administration to bring recommendations to enhance winter cycling options to a future Committee of the Whole meeting.
FOR 7 Councillors AGAINST 0 Councillor CARRIED

Motion Action List #405/23 Administration reviewed the Motion Action List.
MOTION by Councillor Wilson that Committee approve the updated Motion Action List with the removal of the following items:
 • S-Block Parking 2023
 • Free Recreation Access Policy
 • Early Learning Child Care Strategy
 • Code of Conduct in Municipal Facilities
And date changes for the following items:
 • Clean Energy Improvement Program
 • Community-wide Internet Access
 • Business License Review
 • Public Transit RFP Award
 • Connaught Drive Crosswalks
 • Jasper Folk Music Festival 2023
FOR 7 Councillors AGAINST 0 Councillors CARRIED

Councillor upcoming meetings Councillor Melnyk will be attending a Jasper Yellowhead Historical Society meeting this evening.
Councillors Damota & Melnyk will be attending a monthly Community Futures West Yellowhead meeting in Hinton this week.
Councillor Kelleher-Empey will be attending the Early Childhood Community Conversation tomorrow morning and a TransCanada Yellowhead Highway Association meeting this Friday.

Councillor Hall has a Library Board this meeting. She also shared her thanks for the Jasper Folk Festival organizers which was a great success this past weekend.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment #406/23 MOTION by Councillor Wilson that, there being no further business, the Committee of the Whole meeting of September 12, 2023 be adjourned at 4:04pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

DRAFT

Attach to September 12, 2023
Committee of the Whole meeting minutes

HOCKEY TOURNAMENT SOLUTION

Jasper Town Council
Committee Meeting of the Whole
September 12, 2023



BACKGROUND

Situation

- Tournaments generate significant economic impact annually during need period of November to April and serve as a primary fundraising tool for local minor hockey teams
- Currently no tournaments can be hosted due to construction impacts on dressing room space.
- Municipal administration has chosen to focus its available resources on supporting local youth practices and league games.

Dressing Rooms

- Administration had been planning a temporary configuration during construction which would include the construction of 2 temporary spaces in lobby area of arena to deliver a total of 2 rotating team rooms, 1 refs room, 1 girl's room (under the bleachers)
- Hosting tournaments would require 6 dressings rooms – 4 rotating teams, 1 ref room, 1 girl's room

SOLUTION

- Tourism Jasper, alongside private business operators, proposes a plan to bring in trailers to serve as temporary dressing rooms
- Municipal administration has collaborated with Tourism Jasper to explore the concept and discuss operational considerations
- With the temporary spaces, the arena would have enough team dressing room capacity to host tournaments this season.
- Intent is to accommodate historical tournament groups from November – April (13 locally produced tournaments)
- The Municipality of Jasper would still be required to operate these temporary spaces as an extension of the existing arena infrastructure

OPPORTUNITY

- Boxx Modular is offering a mix of cash and Value-in-Kind (VIK) for 12' X 60' trailers
- Local businesses are fundraising to cover extra costs and reciprocal VIK to meet requirements of Boxx Modular proposal
- Units can be configured to allow for two (2) 12' x 30' dressing rooms per trailer
- Greg Key has agreed to project manage the permitting, logistics of the installation in partnership with the Municipality

PRIMARY CONSIDERATIONS

- Utility Connections – Standard power connection. Propane heated. Units do NOT contain plumbing (i.e. no washrooms)
- All operations, including cleaning & maintenance, remain responsibility of the Municipality
- Clearing and Maintaining Exterior Walkways is a major consideration and would be the responsibility of the Municipality
- Parking/Traffic Impacts related to temporary entrances and limitations linked to construction impacts
- Permit process will need to be expedited to achieve install timeline and be ready for November 1 tournaments
- Tournaments are not currently secured and planning is on hold pending this decision



Site Option A

Pyramid Lake Road: 2 trailers

- No arena lobby space requirements
- Entrance to East Doors (proposed public doors)
- Requires lane closure on Pyramid Lake Rd & partial sidewalk closure
- Exterior modifications including ramps, matting
- No disruption to east parking lot access for other user groups



Site Option B

Pyramid Lake Road: 1 Trailer + Lobby Construction

- Lobby area construction to add 2 more temporary spaces
- Entrance to East Doors (proposed public doors)
- Requires lane closure on Pyramid Lake Rd & partial sidewalk closure
- Exterior modifications including ramps, matting
- No disruption to east parking lot access for other user groups
- Reduced exterior modifications (in relation to Option A) due to shorter outdoor walkway requirements



Site Option C

MoJ Parking Area: 1 Trailer +
Lobby Construction

- Lobby area construction to add 2 more temporary spaces
- Entrance via door near Admin offices (primary doors)
- Removes 6 parking stalls
- Travel via main public area on rec centre (matting required over tile)
- Minimal exterior modifications (ramps/walkways)
- Interior congestion in public spaces
- Least amount of outdoor maintenance requirement



RECOMMENDATION – OPTION A

- 2 trailers on Pyramid Lake Rd in right hand lane
- No effect on interior public space in lobby arena
 - May require consideration for washroom access
- Entrance via currently proposed public entrance (east doors on North wall of arena)
- Athlete travel along sidewalk, up 3 stairs into back corridor and then through hallway to arena area
- Exact placement dictated by required easement from pedestrian walkway across Pyramid Lake Rd
- 15 minute drop off area moved East up Patricia along fence line of Commemoration Park



Bonhomme St

Pyramid Lake Rd

Pyramid Lake Rd

Jasper Finance Manage

Jasper Arena

Jasper Arena and Activity Centre

Municipality Of Jasper

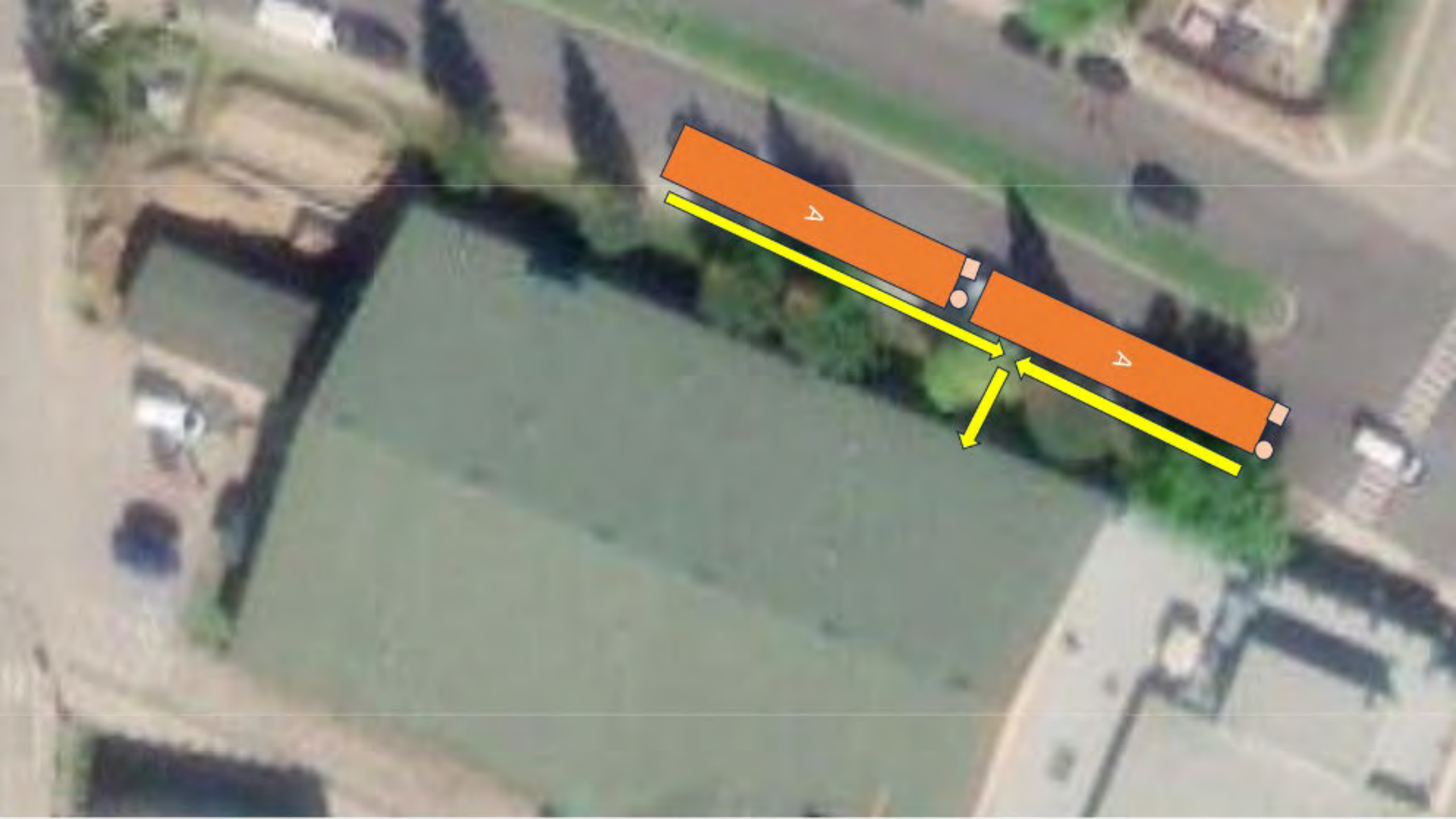
Pyramid Lake Rd

Pyramid Lake Rd

15 min. zone

Current Parking

Bonhomme St



RISK ASSESSMENT

LOW

Easily Mitigated

- Traffic Control
- Exterior Lighting
- Fire Safety
- Ventilation
- Security
- Accessibility
- Medical Emergencies

MEDIUM

Requires SOPs and Planning

- Cold Temperatures
- Cleaning/Sanitation
- Negative Experiences
- Damage to & Caused by Equipment (Skate Blades)
- Traffic & Pedestrian Impacts

HIGH

Requires Monitoring & Attention

- Slippery Sidewalks Leading to Slips and Falls
- General Liability and Duty of Care for Athletes

BUDGET ESTIMATE*

Item	Budget	Note
Trailer Rental	\$0	Boxx Modular Partnership (\$18,000)
Trailer Delivery & Fees	\$15,000	Transport, Admin Fees, Return Cleaning
Propane	\$15,000	2 x 400 lbs tanks, refilled 7-10 days (@\$200/fill)
Construction	\$5,000	Ramps, matting leveling, utility connection
Maintenance	\$20,000	Cleaning, snow removal, walkway maintenance
Wayfinding Signage	\$2,000	Parking, pedestrian & traffic zones
Fixtures	\$1,000	Chairs, message boards etc
TOTAL	\$58,000	

*BASED ON 8-MONTH RENTAL (OCTOBER - APRIL)

TIMELINES & ROLES

Item	Timing	Lead
Project Approval	Sept 12	Council
Contractor Engagement	Sept 18	Greg Key, Administration
Secure Local Business Cash Contributions	Sept 18	Tourism Jasper
Secure Trailers	Oct 1	Tourism Jasper
Finalize Permits	TBC	Greg Key
Construction/Site Preparation	TBC	Greg Key, Administration
Develop SOPs, Planning Docs, Communications	Oct 1 – Oct 30	Venue Operations, Administration
Delivery & Installation	Oct 30	Greg Key, Venue Operations, Administration

NEXT STEPS

1. Council approval & direction to administration
2. Confirm revenue contributions
3. Advise tournament organizers & stakeholders
4. Begin permitting process





THANK YOU



JAMES JACKSON

James@Jasper.Travel



PRESENTATION TO JASPER TOWN COUNCIL SEPTEMBER 19, 2023

Context:

The History of Guiding in Jasper National Park

Since the beginning, outdoor activities have been the cornerstone of tourism in Jasper. Names like Adolphus Moberly, Adam Joachim, Jack and Bruce Otto, Curly Philips, Fred Brewster, and Mona and Agnes Harrington evoke the memory of a century of guiding life.

Many of these early Jasperites came seeking a wilderness lifestyle. From the outset, guiding offered the opportunity to pursue that lifestyle. These early guides became prominent citizens and built the mountain town culture that thrives to this day. Fast forward to 2023, and not much has changed. Mountain lifestyle seekers continue to make Jasper their home, and the profession of guiding sustains them.

Modern-Day Guiding in Jasper National Park

Today, most of Jasper Tourism's attraction and activity businesses include an outdoor component such as sightseeing, hiking, horseback riding, climbing, fishing and skiing. The majority of these activities require a qualified guide to ensure a safe and enjoyable experience. The guiding industry supports hundreds of jobs in Jasper, and the guides that make Jasper their home contribute to its culture and community.

Guides trained and certified by the Association of Canadian Mountain Guides (ACMG), the Interpretive Guides Association (IGA) and the Outdoor Council of Canada (OCC) contribute to Parks Canada's mandate by:

- Offering experiences many visitors would not be able to do safely on their own,
- Connecting visitors to this place in a memorable and meaningful way,
- Facilitating sustainable, high-quality visitor experiences, and
- Fostering respectful and responsible use of the park.

Today's Challenge

As Jasper becomes busier, Park Managers are faced with the challenge of maintaining the park's ecological integrity while facilitating high-quality visitor experiences. In the 2022 Park Management Plan, one of the targets for achieving its key strategy of managing development is to review the business licensing processes for guided recreational activities and road-based vehicular tours by 2025.

The ACMG, IGA and OCC respect Park Managers' difficult task in reconciling a mandate that has the dual aims of use and preservation. However, there has been a long-standing lack of engagement and consultation with the guiding industry. Developed and deployed unilaterally, Parks Canada's review of the business licensing process for guided recreational activities and road-based vehicular tours could harm this thriving and critical industry.

Our Request

The ACMG, IGA and OCC have teamed up to form a coalition with the aim of collaborating with Parks Canada to develop policies that protect the park while ensuring new rules do not unnecessarily impact the success of our members.

To help us gain traction with national parks managers, we are asking for your support in the form of a letter that asserts the Municipality of Jasper:

- Recognizes the importance of the outdoor tourism industry to the Town of Jasper,
- Supports the Outdoor Council of Canada, Interpretive Guides Association and Association of Canadian Mountain Guides in their request to consult with the Jasper Field Unit,
- Identifies the three above-noted organisations as national bodies providing training in industry best practices for professional guides,
- Recognizes the input of the IGA, OCC and ACMG is essential in enabling the Jasper Field Unit to develop functional business licensing models that align with how the industry operates, and
- Believes guides are fantastic allies that can help Parks Canada achieve improved stewardship, public safety and increased visitor experience outcomes.

Hi Jasper Councillors, town staff and Mayor. Thanks for taking the time to hear our presentation.

My name is Wendy Niven. As the Jasper Representative for the Interpretive Guides Association, I'm here on behalf of the Jasper guiding community. With me are Franz Plagger from the Outdoor Council of Canada and Brooklyn Rushton from the Association of Canadian Mountain Guides.

Since the beginning, guides have been an essential resource for newcomers to this place.

[Slideshow Narrative]

- David Thompson had a guide - Thomas the Iroquois
- The Earl of Southesk, Jasper's first tourist, was guided by Rocky Mountain Métis men
- Were it not for Samson Beaver's map, and her guides Billy Warren and Sydney Unwin, Mary Schaeffer would not have "discovered" Maligne Lake.
- It was Adolphus Moberly who took Arthur Coleman up the Moose River to Moose Pass.
- Fred Brewster and Curly Phillips set up shop in Jasper in the early 1900s and guided early visitors to Jasper Forest Park. They cut trails and established camps, some of which are still in use today.
- Mona and Agnes Harrington were Jasper's first women guides
- Mountain guides have always been essential to safe climbing in Jasper
- Many people in our community still earn their living guiding
- And they offer experiences that few can do on their own

Guiding has always been integral to Jasper. It was those first guides that built the Jasper we know today. Today's guides continue to create safe, memorable connections to Jasper.

These days, the guiding community is suffering.

As Jasper gets busier, Parks Canada is adapting - building new strategies to ensure it remains protected, and still provide high-quality, safe experiences for visitors. One key strategy of the Management Plan is to review the business licensing processes for guided recreational activities by 2025. For the rafting community, business licensing processes have already changed - without consultation.

To ensure a positive future of outdoor activity guiding in Jasper, the IGA, OCC and ACMG need to be part of the business licensing processes review. Our challenge has been convincing Park Managers of that; to make space for our organizations at the table. So we are asking for your support.

Tourism Jasper, AMPEE, the Tourism Industry Association of Alberta, the Outdoor Recreation Coalition of Alberta and Leave No Trace Canada have already pledged letters of support. We are asking the Town of Jasper for the same. We hope that by combining our voices, we can be part of a solution that continues to safeguard Jasper National Park, while ensuring there are

opportunities for the guiding community to thrive, and visitors to make connections and enjoy this place safely.

Today's guides are no different than the very first guides of Jasper. They show newcomers and visitors the place they have come to know and love. Guides are critical to sustainable tourism, and they are a vibrant part of our community. Your letter of support, asserting that the guiding community be part of the process in establishing new business rules will help us keep that community, the town and the park, strong and healthy.





SUPPLIED

James Carnegie, the 9th Earl of Southesk, travelled through Manitoba, Saskatchewan, Alberta, B.C., and parts of the northern U.S. in 1859-60.





JYMA PA 7-52



















**Certification of Municipality of Jasper
Bylaw #255
Wastewater Treatment Facilities Borrowing Bylaw**

I, Kendra Van Dyk, Acting Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 255, which received its first reading on the 18th day of July 2023 and its second reading on the 5th day of September, 2023 by the Council of the Municipality hereby certify with respect to Bylaw #255 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 6th day of September, 2023.

Kendra Van Dyk
Acting Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #255**

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF \$2,650,000 FOR THE PURPOSE OF WASTEWATER TREATMENT FACILITIES RENOVATIONS AND UPGRADES IN THE MUNICIPALITY OF JASPER.

WHEREAS Municipality of Jasper owns the Jasper Wastewater Treatment Facilities;

AND WHEREAS the requirement for safe and efficient operation of the facility now requires renovations and upgrades to Wastewater Treatment Facilities;

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be \$4,194,070;

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

Alberta Municipal Water/Wastewater Partnership (AMWWP)	\$1,544,070
Debenture	\$2,650,000
Total Cost	<u>\$4,194,070</u>

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of \$2,650,000 for a period not to exceed TWENTY (20) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of TWENTY (20) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper at December 31st, 2022 is \$11,072,827 and no part of the principal or interest is in arrears;

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

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

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #255, "Wastewater Treatment Facilities Borrowing Bylaw 2023".

2. DEFINITIONS

2.1 In this Bylaw:

- 2.1.1 "*Council*" shall mean the Council of the Municipality of Jasper;
- 2.1.2 "*Municipality*" and "*Municipality of Jasper*" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.3 "*Jasper Wastewater Treatment facilities*" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper, located in the NW¹/₄ Section 22 Township 45 Range 1 West of the 6th Meridian and at Coordinates 52.87339N, 118.08230W in Jasper National Park of Canada, in the Province of Alberta.

3. BORROWING

- 3.1 That for the purpose of completing services to Wastewater Treatment Renovation and Upgrades in the sum of TWO MILLION SIX HUNDRED AND FIFTY THOUSAND DOLLARS (\$2,650,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.
- 3.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. DEBENTURES

- 4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation and upgrades of the Wastewater Treatment Facilities.
- 4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2024.
- 4.3 The indebtedness shall be contracted on the credit and security of the Municipality.

5. REPAYMENT

- 5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

6. SEVERANCE

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

7. COMING INTO EFFECT

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

GIVEN FIRST READING THIS 18th DAY OF JULY 2023.

GIVEN SECOND READING THIS 5th DAY OF SEPTEMBER 2023.

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

Mayor

Chief Administrative Officer



**Certification of Municipality of Jasper
Bylaw #256
Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023**

I, Kendra Van Dyk, Acting Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 256, which received its first reading on the 18th day of July 2023 and its second reading on the 5th day of September, 2023 by the Council of the Municipality hereby certify with respect to Bylaw #256 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 6th day of September, 2023.

Kendra Van Dyk
Acting Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #256**

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE IN THE AMOUNT OF \$11,500,000 FOR THE PURPOSE OF THE JASPER RECREATION COMPLEX RENOVATION PHASE 2 IN THE MUNICIPALITY OF JASPER.

WHEREAS Municipality of Jasper owns and operates the Jasper Recreation Complex, which includes the Jasper Fitness and Aquatic Centre, the Jasper Activity Centre and Arena (the "Complex");

AND WHEREAS the safe, efficient and effective operation of the Complex now requires the Complex to undergo extensive capital renovations;

AND WHEREAS Council of the Municipality of Jasper has approved a Capital Budget which includes the expenditure of funds for intended renovations to the Complex in Phases (the "Project");

AND WHEREAS plans and specifications have been prepared and the total cost of the project is estimated to be \$20,400,000;

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

Capital Reserves	\$692,491
Municipal Sustainability Initiative (Provincial)	\$4,542,925
Infrastructure Canada Improvement Plan (Federal)	\$3,664,584
Debenture	<u>\$11,500,000</u>
Total Cost	\$20,400,000

AND WHEREAS in order to complete the project it will be necessary for the Municipality to borrow the sum of \$11,500,000 for a period not to exceed TWENTY (20) years from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

AND WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of TWENTY (20) years;

AND WHEREAS the principal amount of outstanding debt of the Municipality of Jasper at December 31st, 2022 is \$11,072,827 and no part of the principal or interest is in arrears;

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

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

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #256, "Jasper Recreation Complex Renovation Phase 2 Borrowing Bylaw 2023".

2. DEFINITIONS

- 2.1 In this Bylaw:

- 2.1.1 "*Council*" shall mean the Council of the Municipality of Jasper;
- 2.1.2 "*Municipality*" and "*Municipality of Jasper*" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.3 "*Jasper Activity Centre*" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel CW in the Municipality of Jasper in Jasper National Park of Canada;
- 2.1.4 "*Jasper Fitness and Aquatic Centre*" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel R10 in the Municipality of Jasper in Jasper National Park of Canada.

3. BORROWING

- 3.1 That for the purpose of renovating the Jasper Recreation Renovation (Phase 2) in the sum of ELEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS (\$11,500,000) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of the Municipality of Jasper at large.
- 3.2 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

4. DEBENTURES

- 4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation of the Jasper Recreation Complex (Phase 2).
- 4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2024.
- 4.3 The indebtedness shall be contracted on the credit and security of the Municipality.

5. REPAYMENT

- 5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

6. SEVERANCE

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

7. COMING INTO EFFECT

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect, but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

GIVEN FIRST READING THIS 18th DAY OF JULY 2023.

GIVEN SECOND READING THIS 5th DAY OF SEPTEMBER 2023.

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

Mayor

Chief Administrative Officer

Policy Title: Recreation Facility Access Policy

Policy #: D-117

Date adopted by Council:



AGENDA ITEM 6.5

1. POLICY STATEMENT

The Municipality of Jasper recognizes that recreation and physical activity are important for both physical and mental health and as well as general wellbeing.

In the public recreation facilities, it owns and operates, the Municipality of Jasper shall work to reduce or remove financial barriers to access for identified groups through a *Recreation Access Program*.

2. SCOPE

The policy applies to the following facilities:

- Jasper Fitness and Aquatic Centre (pool, weight room, bouldering wall)
- Jasper Activity Centre (tennis courts, racquetball courts, skating arena)

3. IDENTIFIED GROUPS

The Municipality shall offer reduced cost or no cost memberships (passes) to the following groups:

Group	Age	Type of pass	Additional Qualification Requirements
Resident Children and Youth	0-17	1 year	None
Resident Adults	18-74	3 month	Adults must be referred by Community Outreach Services
Resident Older Adults	75+	1 year	None

The Municipality may also enter into agreements with external groups to offer reduced cost or no cost access to recreation facilities on a case by case basis. Relationships to external groups are outlined in policy F-104.

4. STANDARDS

All residents who receive a pass through the Recreation Access Policy are subject to any rules in place around conduct and behaviour in municipal facilities. Residents who receive a pass through the Recreation Access Program need to renew their pass based on the type of pass listed above.

5. REPORTING

Administration shall track the use of recreation facilities under this policy and annually report to Council:

- The number of residents signed up to use facilities under this policy by age group.
- The number of visits by participants, broken down by age group
- The value of the program had all users purchased annual memberships or 3 month passes.

Policy Title: Recreation Facility Access Policy

Policy #: D-117

Date adopted by Council:



6. RESPONSIBILITIES

CAO

- Review and approve procedures related to this policy.

Council

- Review and receive reports on utilization of the policy
- Review and approve any revisions to this policy

Directors and Managers

- Carry out the policy based on established procedures.

7. DEFINITIONS

Recreation Access Program – Refers only to the groups of individuals listed within this policy.

Community Outreach Services – A support service in Jasper where all ages can access free, confidential support and referral, Monday to Friday from 9am to 4:30pm. 780-852-2100. community@jasper-alberta.ca.

DRAFT