

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
October 15, 2024 | 9:30 am  
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, October 15, 2024 attachment

*Recommendation: That Council approve the agenda for the regular meeting of October 15, 2024 as presented.*

**3 APPROVAL OF MINUTES**

3.1 Regular meeting minutes, October 8, 2024 attachment

*Recommendation: That Council approve the minutes of the October 8, 2024 Regular Council meeting as presented.*

**4 DELEGATIONS**

**5 CORRESPONDENCE**

**6 NEW BUSINESS**

6.1 Joint Recovery Coordination Centre Update attachment

*Recommendation: That Council receive the presentation for information.*

6.2 Community & Economic Development Fund Policy Review attachment

*Recommendation: That Council direct Administration to update the Community & Economic Development Fund Policy as recommended.*

6.3 Activity Centre Renovation Update attachment

*Recommendation: That Council receive the update for information.*

**7 NOTICES OF MOTION**

**8 COUNCILLOR REPORTS**

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

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

October 15, 2024 | 9:30 am

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[Municipality of Jasper Strategic Priorities 2022-2026](#)

**9 UPCOMING EVENTS**

NETMA – 5pm-7pm, Wednesday, October 16, The Maligne Range

[Jasper Dark Sky Festival](#) – October 18-26

Annual Organizational Meeting – Tuesday, October 22

No Stone Left Alone – Monday, November 4

**10 ADJOURNMENT**

*Recommendation: That, there being no further business, the regular meeting of October 15, 2024 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, October 8, 2024 | 9:30 am  
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, Ralph Melnyk, Scott Wilson, and Wendy Hall.						
Absent	none						
Also present	Bill Given, Chief Administrative Officer Christopher Read, Director of Community Development Emma Acorn, Legislative Services Coordinator Janis Marks & Robin Marks, Jasper Seniors Society Mike Merilovich, Jasper resident Bob Covey, The Jasper Local Peter Shokeir, The Fitzhugh Acton Clarkin, CBC Edmonton 31 observers						
Call to order	Mayor Ireland called the October 8, 2024 Regular Council meeting to order at 9:30am.						
Additions or deletions to agenda #422/24	MOTION by Councillor Damota – BE IT RESOLVED that Council add the following item to the October 8, 2024 Regular Council meeting agenda: <ul style="list-style-type: none"><li>6.2 Debris Removal Update</li></ul> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>7 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
#423/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council add the following item to the October 8, 2024 Regular Council meeting agenda: <ul style="list-style-type: none"><li>10.2 In-Camera Legal Matter</li></ul> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>7 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Approval of agenda #424/24	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the October 8, 2024 Regular Council meeting as amended: <ul style="list-style-type: none"><li>Add item 6.2 Debris Removal Update</li><li>Add item 10.2 In-camera Legal Metter</li></ul> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>7 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Approval of Regular minutes #425/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the October 1, 2024 Regular Council meeting as presented. <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>7 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Correspondence	none						
Delegations – Jasper Seniors Society	Jasper Seniors Society representative Janis Marks presented to Council regarding the Seniors Lounge at the Jasper Activity Centre. Mrs. Marks asked Council to revisit and reconsider the proposal by administration to use the space for Jasper Recovery Coordination Centre staff. Jasper residents Robin Marks and Mike Merilovich also each took the offered opportunity to share their concerns during the delegation portion of the meeting.						

#426/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the presentation for information.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Land Use Planning & Development Legislative Update	Council received a Land Use Planning & Development Legislative Update from administration which gave an overview of events which began in July 2022 when Council first formally requested the delegation of this authority be transferred.			
#427/24	MOTION by Councillor Damota – BE IT RESOLVED that Council receive the update on the transfer of land use planning and development authority from Parks Canada to the Municipality of Jasper for information.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Debris Removal Update	Council requested an update on the debris process removal. CAO Bill Given gave a verbal update, as this was an agenda item added by Council today. Administration hopes to have more information regarding fencing, debris removal, and insurance implications confirmed and released to the public over the next week.			
Notices of Motion	none			
Councillor Reports	Councillor Kelleher-Empey attended a Trans Canada Yellowhead Highway Association meeting over Zoom yesterday which was also attended by MLA Martin Long. There is another meeting scheduled for this Friday.			
	Councillors Melnyk, Hall and Damota attended a Community Futures West Yellowhead special meeting yesterday.			
	Mayor Ireland and CAO Bill Given attended a Jasper Partnership Initiative meeting last Wednesday. Mayor Ireland also attended numerous meetings of the Jasper Community Team Society over the last few weeks.			
Upcoming events	Council received a list of upcoming events for information.			
Move In-camera #428/24	MOTION by Councillor Wilson to move in-camera at 11:00am to discuss agenda item 10.2 In-Camera – Legal Matter.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
	Mr. Given and Ms. Acorn also attended the in-camera session.			
Move out of camera #429/24	MOTION by Councillor Wilson to move out of camera at 11:45am.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED
Adjournment #430/24	MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Regular Council meeting of October 8, 2024 be adjourned at 11:45am.			
	FOR 7 Councillors	AGAINST 0 Councillors		CARRIED

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Mayor

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Chief Administrative Officer

# JRCC Situation Update

October 11, 2024



# JRCC Objectives

1. Identify and support the emergency social service needs for JNP and MoJ staff, as well as residents as soon as possible
2. Provision of temporary accommodation and work locations for essential workers
3. Planning and implementation of interim housing for:
  - 3.1 Vulnerable residents, essential workers, residents, and anticipate the need for the rebuild workforce and seasonal workforce
4. Restore critical Parks Canada and MoJ functions as soon as possible
5. Safely restore functionality of critical facilities
6. Remediation of Impacted PCA and MoJ infrastructure and facilities
7. Streamline the development review and approval process for rebuilding homes and businesses within the boundaries of the Municipality of Jasper that aligns with Jasper's values
8. Re-opening facilities and areas of Jasper National Park and town for tourism and other functions



# HIGHLIGHTS

- The GoA has approved the JRCC moving into the provincial building
- MoJ DRP Funding request approved – advance expected next week

## Opening

The following locations are opening tomorrow, Friday Oct. 11:

- Maligne Lake Road; including all day use areas, front country and backcountry trails (including Maligne Overlook, Jacques Lake, Bald Hills, Maligne Pass, 6<sup>th</sup> bridge parking and DUA, Overlander Flower Loop, 6<sup>th</sup>-to-5<sup>th</sup> bridge trail etc.)
  - Every Backcountry Area (except skyline and areas accessed from Hwy 93A)
  - Backcountry campground reservations (except skyline and areas accessed from Hwy 93A)
  - Selestine Road
- and more...



# 1

## COMMUNICATIONS AND INFORMATION

Ongoing

### 1.1 This Week

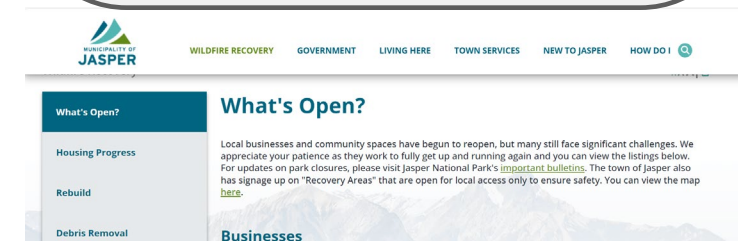
- Media tour to coincide with Ministers visit
- CBS media interviews & tour
- Statement about Minister Boissonnault's appointment to Jasper's recovery
- Minister Boissonnault visit and made two ministerial announcements

**Next Steps**

- Continue coordinated communications between MoJ and Parks Canada to support community, business and tourism recovery.

### 1.2 Upcoming

- Communication release surrounding debris removal, site servicing and air quality testing on Friday October 11<sup>th</sup>
- Support rebuild guide communications coming later this month





## 2

# IDENTIFY AND SUPPORT THE EMERGENCY SOCIAL SERVICE NEEDS FOR JNP STAFF, MOJ STAFF AND RESIDENTS AS SOON AS POSSIBLE

Ongoing

2.1

Ongoing

Provide enhanced mental health supports for MoJ residents as well as JRCC staff

- **Social Recovery Working Group:** has stood up and is in the stage of chartering.
- **Community Outreach Services:** has taken on all municipality social outreach.
- **Health Canada:** On site for all JRCC and FU staff.
- **The Jasper Activity Centre:** Opened this week.

### Next Steps

- Economic Recovery Working Group to be established and charters developed.

2.2

Ongoing

Provide employment supports

- **Service Canada:** Support available in person at Community Outreach Services every second Thursday starting Oct 3

# 3

## PROVISION OF TEMPORARY ACCOMMODATION FOR ESSENTIAL WORKERS & SCREENED VULNERABLE RESIDENTS

Ongoing

3.1

Ongoing

Secure hotel availability for temporary accommodation

- ✓ All fire personnel, JRCC staff, essential MoJ staff, health workers, education workers, and vulnerable residents who currently need temporary accommodation are housed in hotels or have found their own solutions. **\*Note, this list is continuously evolving.**

### Summary of temporary accommodations:

- 148 total bookings: 122 in-house, 26 future bookings
- 60 bridging to Interim Housing: 43 MOJ, 17 JNP
- JNP Housing have reallocated 10 people to staff accommodation since last week
- 88 Short Term bookings: 25 JRCC (10 MOJ, 15 PC), 63 JNP (42 waiting for staff housing/end of contract, 21 contractors)
- 51 short term reservations will be departed by Oct 31st.

### Next Steps

- Ongoing assessment of needs and management of supply and demand.
- long term contracts with hotels to provide interim housing 50% completed

# 3

## PLANNING AND IMPLEMENTATION OF INTERIM HOUSING FOR:

In Progress

3.2

In Progress

Vulnerable residents, essential workers, residents, and anticipate the need for the rebuild workforce and seasonal workforce

<b>1 – Accommodate Essential Workers</b>	<b>Complete (ongoing)</b>	Essential workers are now housed – either by finding their own housing or by accessing the temporary accommodation.
<b>3 – Land Lease Agreements</b>	<b>In Progress</b>	On track to have agreements in place for October 15 <sup>th</sup> .
<b>4- Site Servicing Contracting</b>	<b>In Progress</b>	We are 90 % of the way to having contracts in place.
<b>5 – Analyze Cost Recovery</b>	<b>In Progress</b>	Draft for discussion shared with the GoA.

### Next Steps

- Interim Housing Working Group waiting for formal funding announcements to launch communications.

# 3

## PLANNING AND IMPLEMENTATION OF INTERIM HOUSING FOR:

In Progress

3.3

In Progress

Vulnerable residents, essential workers, residents, and anticipate the need for the rebuild workforce and seasonal workforce

<b>1- Detailed servicing designs for sites</b>	Complete (ongoing)	North east (RCMP) and South West Parcels (Connaught) complete. Site 2B ongoing.
<b>2 – Site Servicing</b>	In Progress	Prep work has begun for servicing on RCMP site and Connaught street. Expecting to break ground next week.
<b>3- Permitting</b>	In Progress	PCA is aiming to have agreements in place for October 15 <sup>th</sup> .
<b>4- Property Management System</b>	Not yet Started	Exploring both in house and external procurement options.

### Next Steps

- Interim Housing Working Group waiting for funding announcements to launch communications.
- Re: Site servicing- aiming to have shovels in ground next week
- PCA/MoJ to Discuss Internal property management capacity options

# 4

## REMEDIATION OF IMPACTED PCA AND MOJ INFRASTRUCTURE

In Progress

4.1

In Progress

### Debris Management Working Group

<b>1 – Coordinated Effort</b>	Ongoing	A coordinated mass debris removal effort is in place
<b>2 – Homeowner Action Needed</b>	In Progress	Residents are encouraged to work with their insurance companies to sign their leaseholder authorization forms 150/355 authorizations signed
<b>3 – Zoned Debris Removal &amp; Permits</b>	In Progress	Debris removal will happen in 37 single family residential home permit zones
<b>4 – Subcontractor and Hygienist bids</b>	In Progress	EllisDon's tenders have closed. Awards will follow next week
<b>5 – Abatement and Containment</b>	Not yet Started	Soil testing will begin October 20 <sup>th</sup> . Results are expected within 1-2 weeks to guide abatement protocols
<b>6- Permit Requirements</b>	Not yet Started	All contractors will be required to adhere to all permit requirements set by PCA

### Next Steps

- FAQ on Mass Debris removal posted September 26 to help facilitate resident authorization
- Issuance of demo permits and begin removal of debris
- EllisDon pricing will be released to the insurance adjusters and public to follow



# 4

## REMEDIATION OF IMPACTED PCA AND MOJ INFRASTRUCTURE

### 4.2 In Progress Ongoing hazard assessments

- Maligne Canyon hazard assessment (all hazards)
- Road safety review of Hwy 93A and Marmot, Maligne, 93N, Whistlers, Cavell Roads
- Post fire avalanche study underway

### 4.3 Complete

Complete hazard assessment and risk mitigation of human use areas: Opening Friday October 11<sup>th</sup>:

- Maligne Road, associated day use areas, frontcountry/backcountry trails
- Airstrip
- Athabasca day use area
- Celestine Lake Road (note Snaring Bridge maintenance work)
- Backcountry (except Skyline and areas accessed from Hwy 93A)
- Backcountry campground reservations (except Skyline and areas accessed from Hwy 93A)
- Random camping reservations (except Geraldine, Whirlpool, Campus Pass, Needle)

### 4.4 Upcoming

- Remainder of DTF/DTA locations; Whistlers, Cultural Area and clean up of previous felling work



# 4

## REMEDIATION OF IMPACTED PCA AND MOJ INFRASTRUCTURE



4.4

In Progress

Facilitate residential remediation, demolition and debris removal

- EllisDon has sent leaseholder authorizations to insurance companies which are required for a demolition permit to be issued. – 42% have been signed

4.5

Ongoing

Facilitate commercial remediation, demolition and debris removal by Q2 2025

- Demolition permits have been issued to OCA's and some commercial properties, with demolition ongoing.

4.6

In Progress

Facilitate PCA infrastructure remediation, demolition and debris removal

- Contract for PCA debris removal outside the MoJ is under development. This is a separate process than PCA debris removal within MoJ.

In Progress

**Next Steps**

- Begin demolition as permits are issued
- Work with IBC to have Mass Debris Removal plan Implemented

# 5

STREAMLINE THE DEVELOPMENT REVIEW AND APPROVAL PROCESS FOR REBUILDING HOMES AND BUSINESSES WITHIN THE BOUNDARIES OF THE MUNICIPALITY OF JASPER THAT ALIGNS WITH JASPER’S VALUES.

In Progress

## 5.1

In Progress

Phase 1 – get ready to rebuild

1 - Establish values and guiding principles for decision-making	Complete
2 - Quick update of Land Use Policies are complete- we will incorporate feedback from town council and JFU Superintendent as we move forward.	In Progress
3 - Quick update of Architectural Motif- are complete- we will incorporate feedback from town council and JFU Superintendent as we move forward.	In Progress
4 - Create and publish a “Rebuilding Guide”	In Progress
5 - Develop and publish a public portal for property owners	Not yet Started

### Next Steps

- Phase 2 – Design your build
- Phase 3 – Application
- Phase 4 – Build
- Phase 5 – Occupancy

# 6

## RE-OPENING FACILITIES AND AREAS OF JASPER NATIONAL PARK AND TOWN FOR TOURISM AND OTHER FUNCTIONS

Ongoing

6.1

Ongoing

Provide regular updates to the public and industry partners in support of business resumption and to ensure that visitor services are clearly communicated

- Municipality of Jasper website posting what businesses are open as needed.
- Jasper National Park what's open and closed webpage is updated every Friday.

### Next Steps

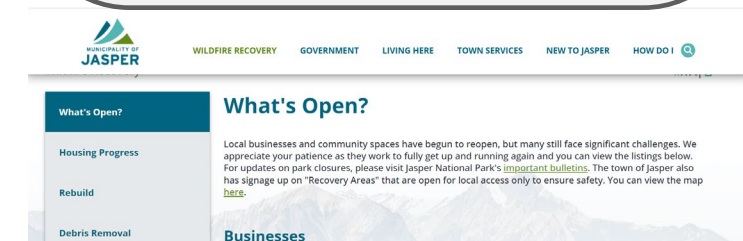
- Continue coordinated communications between MoJ and Parks Canada to support community, business and tourism recovery.

6.2

Ongoing

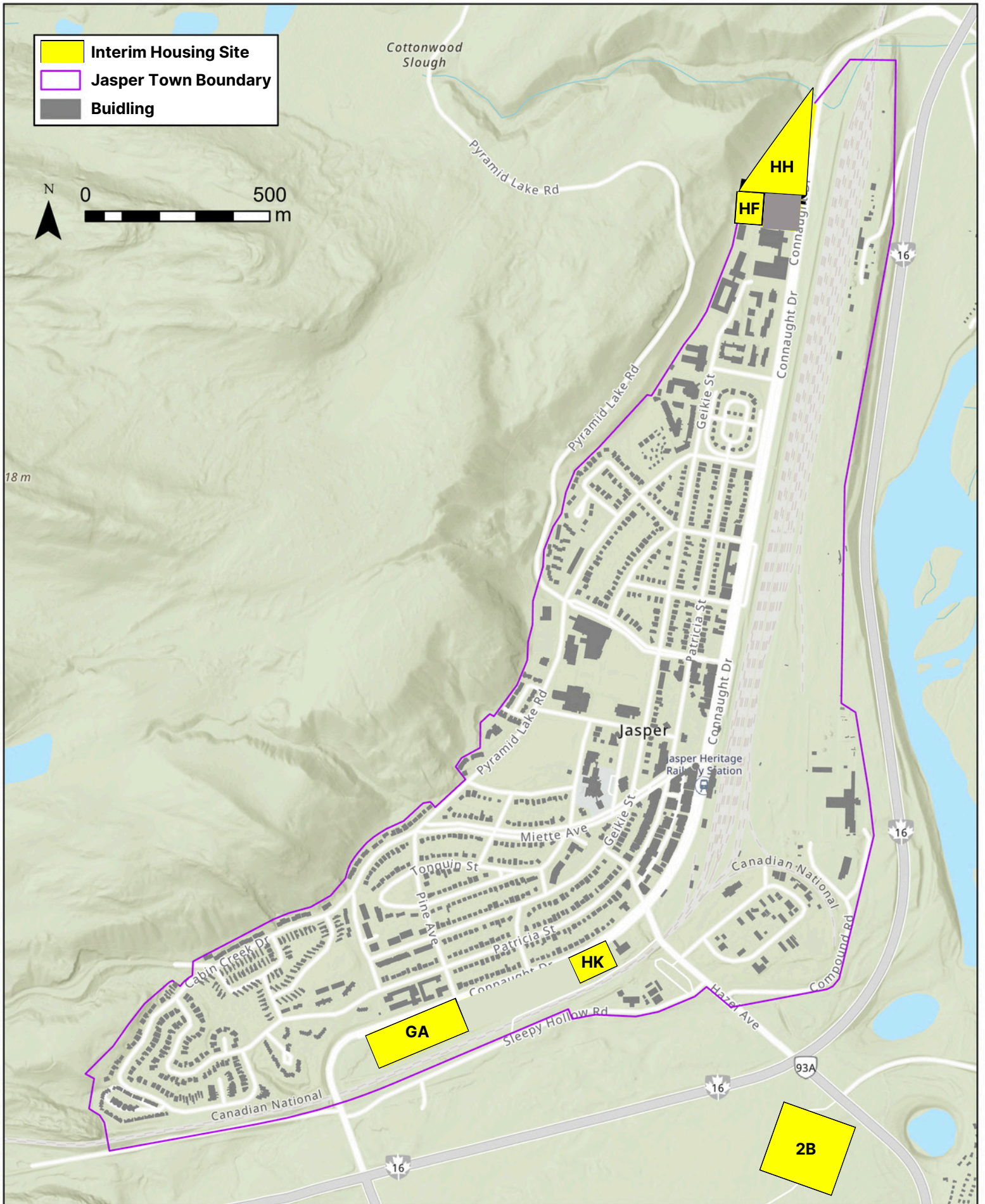
Facilitate resumption of service to OCAs and commercial operators

- Jasper Park Lodge opening Oct 1.
- Assessing conditions to provide options for Winter offers.





Interim Modular Housing Locations Map  
Jasper Recovery Coordination Centre





## AGENDA ITEM 6.2

### REQUEST FOR DECISION

**Subject:** Community & Economic Development Fund Policy Review  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Lisa Riddell, Community Development Manager  
**Reviewed by:** Christopher Read, Director of Community Development  
**Date:** October 15, 2024



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#### Recommendation:

- That Council direct Administration to update the Community & Economic Development Fund Policy as recommended.

#### Alternatives:

- That Council receive this report for information only, thereby maintaining Policy B-117 in its current form.
- That Council direct Administration to update the Community & Economic Development Fund (CED) Fund Policy to reflect the participation of municipal elected officials in the CED Fund Selection Committee.
- That Council direct Administration to return to a future meeting with revisions to the policy as described by Council.

#### Background:

On October 25, 2022, Council approved [Policy B-117 Community & Economic Development \(CED\) Fund policy](#). The CED Fund provides financial support to projects that help advance either community or economic development initiatives within the Municipality of Jasper. The policy has been in place for two years now with an annual budget of \$10,000 in funds being distributed in Jasper. Over the course of the past three intakes, every 'intake' period is over-subscribed, meaning that there are always far more applicants - and creative ideas - than funds available to make those ideas happen.

In July 2024, the Jasper Complex Wildfire destroyed 30% of structures within the townsite, representing approximately 820 units of accommodation and displacing roughly 2000 residents. The impact of this disaster is complex, as is the social and economic recovery.

Administration is working closely with several external funders including but not limited to: the Jasper Community Team Society, the Canadian Red Cross and the Banff Canmore Foundation - all organizations that have raised a tremendous amount of funding intended to support Jasperites.

The above noted organizations are currently dispersing funding directly to individuals and families through Community Outreach Services. While this approach has allowed a rapid response as the recovery extends conversation must turn to how we might utilize existing systems to distribute funds into the hands of organizations and businesses to support recovery and resilience. The Municipality's CED Fund has worked effectively through a number of funding cycles prior to the evacuation and wildfire.

#### Discussion:

To be most effective and community-focused, social and economic recovery initiatives and efforts will need to grow out of the life, character and strengths of the community those efforts are intended to serve. Jasperites

are active, creative and engaged in supporting their own recovery and resilience. In the first month of Community Conversations, more than 25 agencies, organizations and individuals shared countless ideas that could help with recovery.

The Community and Economic Development Fund is an established system through which relief funding can flow through to local organizations, businesses and individuals who have the scope, capacity and passion to undertake initiatives, programs, events or services that will foster recovery and boost resilience in the community going forward. We are already seeing that passion in the meals the Legion served on re-entry, the Thanksgiving Community Dinner being put on by Pursuit and the Community Dinner being planned by TGP, the thrift shops being set up by the Catholic and Baptist Churches as well as the Fairmont Jasper Park Lodge. This is tremendously valuable recovery capital that is growing out of the individuals and families with deep ties to this land and this community. The Community and Economic Development Fund is well poised to feed this momentum.

Administration has done a review of the policy with the above in mind and is proposing these changes to build upon an already well understood, effective system. The changes will work now and will still be relevant post-recovery.

The administrative recommendation is proposing that all applications be reviewed and approved by community development department administration with regular reporting being provided to Council.

An alternative approach would involve including elected officials in the CED Fund Selection Committee. This could take the form of appointing a single member of Council to participate alongside administration or designating the Council Committee of the Whole as the selection body. However, administration is not recommending these approaches. Ensuring equity among Council members is a key consideration, and the inclusion of elected officials could lead to perceived or actual imbalances. Additionally, allowing administration to handle the review process and provide monthly reports to Council ensures a more efficient and timely handling of funding requests. This approach avoids delays that might arise from the bureaucratic processes required to incorporate decisions into Council agenda documentation and scheduling.

In conclusion, updating the CED Fund Policy as recommended will enhance the fund's ability to support Jasper's recovery and future resilience efforts. By maintaining an administratively-led review process, the Municipality ensures timely decision-making and avoids the delays associated with Council's formal processes. Regular reporting to Council will provide transparency and oversight without compromising the efficiency needed during this critical recovery phase. The proposed revisions build on an effective system and ensure its relevance both during the recovery period and beyond.

**Strategic Relevance:**

- Promote and enhance recreational and cultural opportunities and spaces.
- Enable and facilitate events that provide opportunities to increase community connections.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.
- Embrace our growing diversity.
- Leverage and create opportunities for greater inclusion.
- Recognize the fundamental importance of our tourism economy.

**Relevant Legislation:**

- Policy [B-117](#) – Community and Economic Development Fund
- Policy [F-104](#) – Relationships with External Groups
- Policy [E-015](#) – Equity, Diversity and Inclusion Policy

**Financial:**

Financial resources to utilize the Community and Economic Development fund to allocate relief funds to individuals, organizations and businesses in Jasper are in the 2024 Operating Budget. Making these changes to policy will not result in an increase in funding request to the MOJ in the 2025 operating budget.

**Attachments:**

- Policy B-117 – Community and Economic Development Fund

**Policy Title:** COMMUNITY & ECONOMIC DEVELOPMENT FUND

**Policy #:** B-117

**Effective Date:** February 20, 2024

**Date adopted by Council:** February 20, 2024



## 1. POLICY STATEMENT

The Municipality of Jasper is committed to providing funding support to projects that help build community capacity and foster community wellbeing and resilience.

The Municipality of Jasper's Community & Economic Development (CED) Fund provides financial support to individuals, organizations and businesses whose proposed activities fit into one of the below streams:

### STREAM A: Community Development

- Build community connection
- Promote community health, wellbeing and resilience
- Enhance services or infrastructure
- Advance environmental stewardship

### STREAM B: Economic Development

- Develop employment skills
- Develop entrepreneurial skills
- Increase jobs or businesses
- Promote economic stability and resilience

## 2. SCOPE

The Community and Economic Development Fund supports projects that occur within the Municipality of Jasper.

## 3. STANDARDS

The CED Fund may award a total of up to \$10,000 per year from the municipal tax envelope.

The CED Fund may also award additional funds provided from external sources.

All funding requests will be reviewed by the CED Fund Selection Committee and a monthly report to Council will outline funds awarded.

All funding will be aligned with Council Policy [F-104 Relationships with External Groups](#)

## APPLICANTS

Funding will be granted to organizations that meet these requirements and follow these practices:

- Operated in a non-discriminatory manner, as set out by the Municipality's [Equity, Diversity and Inclusion policy \(E-015\)](#) and the Alberta Human Rights Act
- Efficient, effective and fiscally responsible
- In good financial standing with the Municipality of Jasper

The following types of organizations/programs are *ineligible* for funding:

- ~~Organizations that have already received municipal funding through the budget process in the calendar year for which they are applying~~

- Organizations with a partisan political affiliation, or which participate in partisan political activities at the federal, provincial, or municipal level
- Organizations which act primarily as a funding source for other groups
- ~~Faith-based organizations where the services/activities include the promotion and/or required adherence to a specific faith~~
- Organizations whose programs fall within the legislated mandate of other governments or municipal departments
- Provincial, national, or international organizations which do not have an active local chapter in Jasper
- Organizations with objectives which are inconsistent with Council's commitment to diversity, inclusion, human rights and basic human dignity

## PROJECT ELIGIBILITY

To qualify for funding, applicants must demonstrate:

- How their initiative contributes to community or economic development in Jasper
- How they have removed barriers to accessing their proposed project for groups at risk of exclusion (lower income, youth, older adults, immigrants, visible minorities, individuals with diverse abilities, etc.) using the inclusion tool included in the application package
- How they have helped build capacity to sustain project outcomes beyond the funding period

Applicants that can show additional funding sources, or in-kind contributions from other groups, will receive more favorable consideration in the evaluation.

## 4. RESPONSIBILITIES

**Council:** Review and approve any revisions to this Policy **and receive reports on CED Fund activities.**

**CAO:** Review and approve any procedures related to this Policy.

**Directors and Managers:** Carry out the policy based on established procedures.

## 5. DEFINITIONS

**Barrier** – an obstacle that prevents someone from movement or access. There are different types of barriers (physical, geographical, technological, motivational, language etc.).

**Community Capacity** – the ability of a community, its people and organizations, to solve problems and improve or maintain certain conditions.

**Community connection** – a sense of belonging to something bigger than oneself. Social connection between and among community members strengthens community connection.

**Community health** – the physical, mental, emotional and economic wellbeing of people in a specific geographic region.

**Employment skills** – including things like communication, motivation and initiative, leadership, dependability, teamwork, patience, adaptability, language or technical training.

**Entrepreneurial skills** – various skillsets such as leadership, business management, time management, creative thinking, problem solving.

**Environmental stewardship** – the responsible use and protection of the natural environment through active participation in conservation efforts.

**Inclusivity** – providing equal access to opportunities and resources for people who might otherwise be excluded.

**Jobs or businesses** – refers to new positions, new types of work or new ventures entirely.



## AGENDA ITEM 6.3

### REQUEST FOR DECISION

**Subject:** Activity Centre Renovation Project Update  
**From:** Bill Given, Chief Administrative Officer  
**Reviewed by:** Christopher Read, Director of Community Development  
**Date:** October 15, 2024



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#### **Recommendation:**

That Council accept this update on the Jasper Activity Centre renovation project for information.

#### **Alternatives:**

- That Council direct administration to return with additional information.

#### **Background:**

In 2019 the Municipality of Jasper secured provincial and federal grant funding towards a major renovation of the Activity Centre, Arena, and Fitness & Aquatics Centre facilities. Through the first quarter of 2023, final design decisions were made based on the most recent cost estimates, and the project was sent to tender. In July 2023 the project construction began.

#### **Discussion:**

The Jasper Activity Centre renovation has faced delays primarily due to the impact of the Jasper Wildfire Complex, which resulted in a community-wide evacuation and significant fire remediation work before construction could fully resume. Key project milestones were pushed back, and additional scope items, including a fire alarm system upgrade, have compounded the delays.

The construction work was initially scheduled to achieve substantial completion by July 2024, but wildfire-related interruptions, including the need for cleaning and re-occupying areas affected by fire contamination, have shifted this to December 2024.

The primary reason for the project delays stems from the evacuation and subsequent site remediation following the wildfire. This not only halted work temporarily but also required additional cleaning, particularly in the Aquatics Centre. Once remobilized at the end of September 2024, Carlson Construction resumed activities, though the fire alarm system upgrades, mandated as a critical safety feature, will take additional time to complete.

Administration is working with Carlson construction and the insurer provided site restoration company to ensure that key areas such as the Aquatics Centre and Arena will open in phases as soon as possible.

#### **Strategic Relevance:**

- Promote and enhance recreational and cultural opportunities and spaces.
- Enable and facilitate events that provide opportunities to increase community connections.
- Leverage and create opportunities for greater inclusion.
- Ensure residents receive quality service that provides strong value for dollar.

**Inclusion Considerations:**

This project includes many new features and design elements that further inclusivity and accessibility at our recreation facilities, and as such aligns with the Municipalities' Equity, Diversity, and Inclusion policy very well. This project supports the inclusivity of public spaces by improving safety and accessibility, particularly through upgrades such as the elevator in the Activity Centre and improved facilities in the Aquatics Centre.

**Relevant Legislation:**

- [Municipal Government Act \(Alberta\)](#)

**Financial:**

The current budget remains within approved limits, with a forecasted cost of \$20,378,245, representing a minor variance of \$186,305. Remediation costs for the fire panel and related devices will be covered by the Municipality's insurer.

**Attachments:**

- WSP Q3 2024 Briefing Note



**JASPER ACTIVITY CENTRE  
COUNCIL UPDATE  
PROJECT STATUS REPORT  
SEPTEMBER 2024**



BUDGET STATUS	SCHEDULE STATUS																																																				
<p><b>Approved Budget</b> \$ 20,564,550</p> <p><b>Committed</b> \$ 19,704,350</p> <p><b>Forecast Cost at Completion</b> \$ 20,378,245</p> <p><b>Forecast Variance at Completion</b> \$ 186,305</p>	<table border="1"> <thead> <tr> <th style="background-color: #008000; color: white;">Milestone</th> <th style="background-color: #008000; color: white;">Date</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="background-color: #4F81BD; color: white;"><b>Completed</b></td> </tr> <tr> <td>Development Permit Approval</td> <td>3-Mar-2023</td> </tr> <tr> <td>Approval to Award Subtrade Tenders for Tender Package 1</td> <td>11-Apr-23</td> </tr> <tr> <td>Tender Package 2 – Issued for Tender Documents Complete</td> <td>24-Apr-23</td> </tr> <tr> <td>Class A Cost Estimate</td> <td>25-May-23</td> </tr> <tr> <td>Approval to Award Subtrade Tenders for Tender Package 2</td> <td>28-Jun-23</td> </tr> <tr> <td>Construction Start</td> <td>17-Jul-23</td> </tr> <tr> <td>Site Evacuation Order due to Jasper Complex Wildfire</td> <td>22-Jul-24</td> </tr> <tr> <td>Contractor Complete Site Remobilization</td> <td>30-Sep-24</td> </tr> <tr> <td colspan="2" style="background-color: #AEC6E0;"><b>Currently Underway</b></td> </tr> <tr> <td style="background-color: #FF0000; color: white;"><b>Exterior &amp; Civil</b></td> <td style="background-color: #FF0000; color: white;"><b>Q2 2025</b></td> </tr> <tr> <td colspan="2" style="background-color: #FF0000; color: white;"><i>Completion of exterior and civil work to be largely completed early Q4 2024 however, completion of landscaping to be deferred Q2 2025. 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Legend		
On Track	Requires Attention	Off Track