

Municipality of Jasper
Committee of the Whole Meeting Agenda
March 12, 2024 | 9:30 am
Jasper Library & Cultural Centre – Quorum Room

Notice: Council members and a limited number of staff are in Council chambers for meetings. 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 9:30 am, use the following Zoom link: <https://us02web.zoom.us/j/87657457538>

1. Call to order Deputy Mayor Melnyk to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 March 12, 2024 Committee of the Whole agenda attachment

4. February 27, 2024 Committee of the Whole minutes – approved March 5th attachment

4.1 Business arising from minutes

5. Delegations

6. Correspondence

7. New business

7.1 Men’s Shed Location Options attachment

7.2 2023 Community and Economic Development Report attachment

7.3 2022-2023 Utility Receivable/Write-Off Request attachment

7.4 Municipality of Jasper Library Board Insurance attachment

7.5 Potential Amendment to Rates and Fees Bylaw 2024 attachment

7.6 Public Statements Policy attachment

7.7 Establishment of New Public EV Charging Stations attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

[9.1 Council appointments to boards and committees](#)

10. Upcoming events

[Jasper National Park Annual Public Forum](#) – 6:00pm-8:00pm, March 12, Jasper Activity Centre
Jasper Park Chamber of Commerce General Meeting – 7:30am, March 13, Fairmont Jasper Park Lodge
Equity Training – 8:30am-10:30am, March 22, Jasper Library & Cultural Centre

11. Adjournment

All regular and committee meetings of Council are video-recorded and archived on YouTube.

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, February 27, 2024 | 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 Scott Wilson, Councillors Kathleen Waxer, Wendy Hall, Helen Kelleher-Empey, Rico Damota and Ralph Melnyk						
Absent	none						
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Emma Acorn, Legislative Services Coordinator Henry Penn & Laura Lynes, The Resilience Institute Jeff Wilson, Resident Peter Shokeir, The Fitzhugh Bob Covey, The Jasper Local 44 observers						
Call to Order	Deputy Mayor Wilson called the February 27, 2024 Committee of the Whole meeting to order at 9:30am.						
Additions/ deletions to the agenda	Mayor Ireland noted that a member of the public wished to address Committee and requested the addition of item: <ul style="list-style-type: none">5.1 Delegations - Jeff Wilson						
Approval of agenda #94/24	MOTION by Councillor Hall that Committee approve the agenda for the February 27, 2024 Committee of the Whole meeting as amended: <ul style="list-style-type: none">Add 5.1 Delegations - Jeff Wilson <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>6 Councillors</td><td>0 Councillor</td><td>CARRIED</td></tr></table>	FOR	AGAINST		6 Councillors	0 Councillor	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillor	CARRIED					
Business arising from February 13, 2024 minutes	Director Nadon noted the motion numbers had been corrected after a mistake had been discovered in the order.						
Delegations – Jeff Wilson	Resident Jeff Wilson shared his support for the Municipality’s Transit system. He referenced Item 7.5 on today’s agenda and credited Council for their forward thinking and planning as the Provincial Government made recent announcements on efforts to increase tourism. Councillor Kelleher-Empey joined the meeting at 9:39am.						

Correspondence	none		
Climate Resilience Capacity Building Program	Committee received a Climate Risk Assessment Report from Administration with Henry Penn & Laura Lynes of The Resilience Institute presenting on Jasper’s future climate adaptation challenges.		
#95/24	MOTION by Councillor Hall that Committee receive the attached Climate Risk Assessment Report for information; and That Committee direct Administration to return to a future Committee meeting with recommendations on developing a Climate Change Adaptation Action Plan.	FOR 7 Councillors	AGAINST 0 Councillor CARRIED
Paid Parking Correspondence	Director of Protective & Legislative Services, Christine Nadon, reviewed correspondence received in July 2023 regarding paid parking and resident parking on the 500 block of Geikie Street.		
#96/24	MOTION by Mayor Ireland that Committee accept the report for information.	FOR 7 Councillors	AGAINST 0 Councillor CARRIED
Recess	Deputy Mayor Wilson called a recess from 10:50am to 11:00am.		
Jasper Hotel Association Request	Ms. Nadon shared an update with Committee as she has met with Richard Cooper of the Jasper Hotel Association, and Tyler Riopel of Tourism Jasper; separately, to address concerns on engagement and communications during incidents such as wildfires.		
#97/24	MOTION by Councillor Kelleher-Empey that Committee accept the report for information.	FOR 7 Councillors	AGAINST 0 Councillor CARRIED
2023 Property Tax Receivable/Write-Off Request #98/24	MOTION by Councillor Damota that Committee recommend Council direct Administration to write off Property Tax receivable for Roll 500000 (Provincial Building) for half of the amount levied in the amount of \$32,678.23.	FOR 7 Councillors	AGAINST 0 Councillor CARRIED
Transit Fleet Facility Procurement #99/24	Administration reviewed the municipal transit service and the successful application for a federal capital grant to support the municipality in procurement of transit capital items. During the 2024 budget discussions while the capital plan was approved including a number of transit related items, Administration was directed to return to Council with more information before initiating procurement processes.		

MOTION by Councillor Damota that Committee recommend Council direct Administration to issue the Transit Fleet Facility Request for Proposals.

FOR	AGAINST	
3 Councillors	4 Councillors	DEFEATED
(Councillors Damota, Melnyk, and Kelleher-Empey)		

#100/24

MOTION by Mayor Ireland that Committee direct Administration to issue the Transit Fleet Facility Request for Proposals.

FOR	AGAINST	
4 Councillors	3 Councillors	CARRIED
(Councillors Damota, Melnyk, and Kelleher-Empey)		

Recess

Deputy Mayor Wilson called a recess from 12:39pm to 12:45pm.

Sidewalk Seating Fees 2024

Committee received a report from Administration detailing the value of an on-street paid parking stall in the commercial district. Also included in the report was a draft Rates and Fees Bylaw for consideration. This bylaw would allow for increases to the Sidewalk Seating Fees and Business Licensing Fees.

#101/24

MOTION by Councillor Melnyk that Committee recommend Council approve increasing the Sidewalk Seating fee for the use of the parking lane to \$1,850 per stall in 2024 and \$2,050 per stall in 2025.

FOR	AGAINST	
6 Councillors	1 Councillor	CARRIED
(Mayor Ireland)		

#102/24

MOTION by Councillor Waxer that Committee direct Administration to bring the proposed Rates and Fees Bylaw for first and second reading at the March 5, 2024 Regular Council meeting.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Motion Action List

Administration reviewed the Motion Action List.

#103/24

MOTION by Councillor Kelleher-Empey that Committee approve the updated Motion Action List with the removal of the following items:

- Paid Parking Correspondence
- Crisis Team Jasper Society
- Jasper Hotel Association Request

And date changes for the following items:

- Clean Energy Improvement Program
- Jasper Folk Music Festival

- Habitat for the Arts

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Councillor upcoming meetings Councillor Waxer took the opportunity to thank Administration and the Operations for the hosting of NETMA on February 21, 2024.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment #104/24 MOTION by Councillor Hall that, there being no further business, the Committee of the Whole meeting of February 27, 2024 be adjourned at 1:21pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

AGENDA ITEM 7.1

REQUEST FOR DECISION

Subject: Men's Shed Location Options
From: Bill Given, Chief Administrative Officer
Prepared by: Christopher Read, Director of Community Development
Reviewed by: John Greathead, Director of Operations
Date: March 12, 2024



Recommendation:

- That Committee direct Administration to develop a partnership to create a Men's Shed in one bay of the 3-bay garage at the Activity Centre.

Alternatives:

- That Committee direct Administration to develop a partnership to create a Men's Shed on an alternate location.
- That Committee receive this report for information and take no further action.

Background:

At the 16 January regular meeting of Council, representatives of the Men's Shed movement in Jasper presented to Council on the many benefits of such an initiative, as well as requesting the Municipality support them in creating a Men's Shed in Jasper. After discussion, Council passed the following motion:

#14/24 MOTION by Councillor Wilson – BE IT RESOLVED that Council direct Administration to investigate the costs associated with providing municipal water and wastewater at the two proposed locations; and any ideas for alternative locations, for the Men's Shed, and report back at a future Committee of the Whole meeting. FOR 5 Councillors AGAINST 0 Councillors CARRIED

Discussion:

Administration met with several representatives of the Men's Shed, and discussed a number of potential locations for the Men's Shed. The organization and administration jointly ruled out a number of sites for a variety of reasons. These discarded concepts included; beside the existing Log Cabin in Centennial Park; inside the Log Cabin at Centennial Park; and locations in S-block. Two viable sites remained:

Adjacent to the Museum

The Men's Shed group has received tentative approval from the Jasper Yellowhead Museum and Archives board under the condition that the services installed for the Men's Shed would be large enough and located appropriately to support the future planned expansion of the museum. Given the adjacency to residential properties there may be a need for enhanced community consultation.

This option also requires new utility services to be installed at a cost of roughly \$60,000 to \$80,000 if done by the Municipality. Contracting utility installation may cost more (or less) depending on the market at the time. It would also require a building to be built or placed on the site, at an additional cost of roughly \$40,000 to \$80,000 depending on size and again market conditions, for a total estimated cost of \$100,000 to \$160,000.

A development of this nature would likely require significant development review and permits from Parks. Under an optimistic timeline, this site could be functional as early as Fall 2024 depending on development approvals and funding.

Adjacent to the Activity Centre

Administration proposed an alternative of using one of the bays in the 3-bay garage between the new Ice Plant and the new Arena Change Rooms addition. This location is the simplest and least expensive option, only needing approximately \$35,000 to \$45,000 of retrofit (heating, water and sewer connection, possible electrical upgrades) to be functional.

The location within an existing building may present less of a challenge in term of both public acceptance and development approval requirements.

This space has become available due to the removal of old, damaged and unused carpeting, and could be functional as early as the fall of 2024, again subject to development approvals and funding.

Strategic Relevance:

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- 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.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations, and businesses.

Financial:

Funds to support this work have not been included in the 2024 operating or capital budgets. The Men's Shed group have begun fundraising to support the creation of a Men's Shed but have not yet developed a detail project budget due to the uncertainty of the location.

AGENDA ITEM 7.2

REQUEST FOR DECISION

Subject: 2023 Community and Economic Development Fund Report
From: Bill Given, Chief Administrative Officer
Prepared by: Jenna McGrath, Project Coordinator
Reviewed by: Lisa Riddell, Community Development Manager
Chrisitopher Read, Director of Community Development
Date: March 12, 2024



Recommendation:

That Committee recommend Council accept the CED Fund 2023 Report for information.

Background:

On October 25, 2022 Council adopted Policy B-117: Community & Economic Development (CED) Fund. The CED Fund provides funding to projects that help advance community or economic development within the community of Jasper. The CED Fund may award a total of up to \$10,000 per year. In September 2023, Council amended the policy with two changes that will impact the 2024 program:

- Individuals, organizations and businesses can now apply for the fund.
- Organizations that already receive funding through the budget process are no longer eligible to receive CED Funding.

The initial intake was in May 2023 for 6-month projects that would run from July to December 2023. Council awarded 3 applicants \$2,500 each, totaling \$7,500. Project Coordinator, Jenna McGrath, supported the recipients through contract negotiations and used regular project check ins to ensure that projects were on-track. Relationships were built with all recipients of the CEDF. The final reports for 2023 projects were received by January 31, 2024.

Discussion:

Committee will have a chance to review applications for the 2024 calendar year in March 2024.

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.

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

Community & Economic Development Fund – Annual Report 2023

Prepared by Jenna McGrath

Reviewed by Lisa Riddell

The Year in Review:

Three organizations received funding in 2023:

1. Jasper Seniors Housing Society - \$2,500
2. Jasper Local Food Society - \$2,500
3. Jasper Pride Festival Society - \$2,500

1. Jasper Seniors Housing Society (JSHS)

- By July of 2023, JSHS started experiencing difficulty moving their proposed project forward. In October 2023 they formally decided not to accept the funds as their project would no longer be proceeding as planned. By this time, it was too late to re-allocate the \$2,500 towards another project.

2. Jasper Local Food Society

- The JLFS received funding to support the Soup for You program run by Glenda The Great. They received \$2,500 towards the cost of food for the program.
- **Activities:** The program is available Monday to Friday from 10am-7pm. 30-50 litres of soup are served per day. Staff at Glenda The Great make and serve the soup as well as clean up after the program.
- **Outcomes:** The Soup for you program builds community. The program brings people together into the activity centre to talk and connect. The program attracts a variety of age groups – everyone from kids, to local youth to seniors, arena users and the vulnerable who are living with food insecurity. The soup is free and because of its location, the stigma around it remains minimal to non-existent. Staff have observed elderly users come in alone and sit at different tables, then strike up a conversation with one another. For some, coming in for soup has become a regular social event, where they know if they come in at certain times, they're likely to meet friends and have an opportunity to connect. The program is a reflection of Glenda the Great's incredible dedication to community and is a source of warmth and inspiration for everyone involved with the program - from the soup makers to the soup eaters.
 - All funds were spent as planned to support the Soup for You Program.

3. Jasper Pride Festival Society

- The Jasper Pride Festival Society was the recipient of \$2,500 towards activities for 2023 to bring together the LGBTQ2S+ community. All funds were spent on the following 3 activities:
1. **Halloween Hike:** Oct 29th in collaboration with Friends of Jasper National Park, JPFS hosted a Halloween Hike. 30 people attended. Transportation was generously donated by Sundog Tours. Participants noted that it was a great opportunity to make new connections in a safe, welcoming space for the LGBTQ2+ community.
 2. **Gender Sexuality Alliance (GSA) Pucks and Pride:** Nov 16th the JPFS partnered with the Gender Sexuality Alliance (GSA) for a youth-led initiative to bring awareness to Pride in Hockey. Everyone can Play. This was around the time the NHL banned expressions of support for Pride at games. The event went very well. 200 people came out to have their sticks taped with rainbow tape. The youth from the GSA were overwhelmed with support and felt a sense of community and safety in Jasper.
 3. **Holiday Winddown:** Games night and dinner over the holidays for connection. 50 attendees enjoyed an evening of food, games, and laughter. The outcome was increased connection for the LGBTQ2+ community. The JPFS board also successfully recruited some new volunteers who will stay more involved with the organization.

AGENDA ITEM 7.3

REQUEST FOR DECISION

Subject: 2022-2023 Utility Receivable/Write-Off Request
From: Bill Given, Chief Administrative Officer
Prepared by: Natasha Malenchak, Director of Finance and Administration
Date: March 12, 2024



Recommendation:

- That Committee receive this report for information, and take no further action.

Alternatives:

- That Committee recommend Council to authorize the write off the Utility receivable for Account 01003.01 in the amount of \$9,628.45 and take no further action.
- That Committee recommend Council to authorize the write off the Utility receivable for Account 01003.01 in the amount of \$9,628.45 and direct administration to bill the United Church Capital and Connection charges based on the 5/8" meter size going forward.
- That Committee recommend Council to authorize the write off the Utility receivable for Account 01003.01 in the amount of \$9,628.45 and direct administration to bill all properties that have more than 1 meter Capital and Connection charges based on the smallest meter size going forward.

Background:

Jasper's water utility billing model includes components related to Connection, Consumption and Capital concept (CCC Rate model). The fees for the Connection and Capital Charges are directly related to the size of the water service and meter at the property.

Discussion:

The United Church (and McCreedy Centre) has been paying for their consumption, for one connection of the smallest meter and two capital charges of the smallest meter since the change in process in 2022. This has left their account outstanding in the amount of \$9,628.45 over the course of 2 years. The Church has requested that they only be billed for the smallest of two meters serving the site.

There are six churches in Jasper:

- Four of these churches have two meters, with each meter having its own have own account (one for a residence and one for church).
- One of the churches has one meter that services both the church and an attached residence.
- The United Church is somewhat unique in that in addition to the Church proper, the parcel also contains the McCreedy Centre which is physically attached to the Church and, a separate residence.

The table below shows a comparison of all the churches in town for a billing period of July/August 2023.

July/Aug '23 Consumption	Meter Size	Combined Water & Sewer Consumption	Water Connection Fee	Sewer Connection Fee	Water Capital Fee	Sewer Capital Fee	Total
--------------------------	------------	------------------------------------	----------------------	----------------------	-------------------	-------------------	-------

\$2.68/\$2.90/\$3.65
(per m3)

m3

United/McCready	30	2"	\$80.40	\$215.39	\$109.61	\$366.83	\$276.25	
Residence	37	5/8"	\$99.60			\$41.33	\$31.13	\$1,220.54
Church #2	0 (under constr)	5/8"	\$0.00	\$27.61	\$14.05	\$41.33	\$31.13	
Residence	39	5/8"	\$105.40			\$41.33	\$31.13	\$291.98
Church #3/Residence	29	5/8"	\$77.72	\$27.61	\$14.05	\$41.33	\$31.13	\$191.84
Church #4	9	3/4"	\$24.12	\$27.61	\$14.05	\$41.33	\$31.13	\$138.24
Residence (rented)	44	5/8"	\$119.90	\$27.61	\$14.05	\$41.33	\$31.13	\$234.02
Church #5	3	5/8"	\$8.04	\$27.61	\$14.05	\$41.33	\$31.13	
Residence	43	5/8"	\$117.00	\$27.61	\$14.05	\$41.33	\$31.13	\$353.28
Church #6	21	5/8"	\$56.28	\$27.61	\$14.05	\$41.33	\$31.13	
Residence	37	5/8"	\$99.60	\$27.61	\$14.05	\$41.33	\$31.13	\$384.12

The United Church sees a significantly higher total bill than other church properties due to the 2" meter serving the hall and church. Although administration doesn't have complete information, this larger service size was likely a requirement at the time of development.

Administration would note that while this cost may pose a challenge for the United Church, it is actually an example of the CCC rate model working as intended: A property with a larger service size is making a larger contribution towards improving and maintaining the infrastructure that serves that property. While it may be modest, it does have revenue generating potential associated with it. This is likely different than other church properties in the townsite.

Should Council approve special considerations for the United Church it is possible that other property holders may request similar treatment. There are 37 account holders that have more than 1 meter and of these, just 7 are similar to the United Church and have meters of different sizes. If all of these accounts were to pay at the cost of the smallest of all their meters, the loss annually would be ~\$37,000 (retro-actively ~\$74,000 for 2022-2023).

The United Church's higher utility bill, due to its larger service meter, reflects the intended functioning of the CCC rate model, ensuring those with greater infrastructure use contribute more. Granting the church special considerations could prompt similar requests from other properties, risking financial losses for the utility. As a user pay system the lost revenue would have to be recovered from other utility rate payers. Administration recommends taking no action in order to maintain fairness and financial stability under the current rate system.

Inclusion Considerations:

Church buildings serve as community hubs, offering spaces for gatherings, non-profit groups, and various social activities which contribute to community cohesion and engagement.

Relevant Legislation:

- Alberta Municipal Government Act
- Municipality of Jasper Bylaw #259 - Utility Fees and Levy and Collection Bylaw 2024

Strategic Relevance:

- Proactively plan for and invest in the maintenance and management of our natural assets and built infrastructure.
- Pursue alternative revenue sources and equitable distribution of costs.

Financial:

The write off expense of \$9,628.45 in 2023 fiscal year will reduce the utilities receivable and the 2023 year-end surplus or increase year end deficit.

Billing all properties that have more than 1 meter Capital and Connection charges based on the smallest meter size would reduce annual utility revenue by ~\$37,000/year.

Attachments:

None

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Municipality of Jasper Library Board Insurance
From: Bill Given, Chief Administrative Officer
Prepared by: Michelle Deschene, Finance Manager
Reviewed by: Christine Nadon, Director of Protective & Legislative Services
Date: March 12, 2024



Recommendation:

- That Committee recommend Council approve the Municipality of Jasper Library Board request to be an Additional Named Insured under the Municipality of Jasper insurance policy.

Alternatives:

- That Committee decline the Municipality of Jasper Library Board request to be an Additional Named Insured under the Municipality of Jasper insurance policy.

Background:

The Jasper Library and Cultural Centre opened in June of 2016 and the Municipality of Jasper Library Board has been a tenant from the opening of the building.

The library board has a total 2024 budget of \$253,734 and will receive \$207,957 in direct funding from the Municipality this fiscal year.

Discussion:

The library board has requested that the Municipality of Jasper consider adding them to the municipal insurance policy as an Additional Named Insured (ANI).

The Municipality of Jasper has the option to add ANIs to their main policy, which extends the Municipality of Jasper's liability and umbrella policies and their associated limits to the ANI. In order to become an ANI the group must be a registered not for profit and must be connected to the main member in the sense of providing good or positive impacts in the community. Any property, buildings or vehicles the group owns would have to be added separately to the Municipality's schedules. The Municipality's insurer requires a copy of Council minutes, showing a motion to add the group as an ANI.

Adding the Municipality of Jasper Library Board as ANI will ensure that the organization has appropriate insurance coverage for its operations. All premiums for the coverage will be billed to the Municipality and then billed out to and recovered from the library board.

Strategic Relevance:

- Promote and enhance recreational and cultural opportunities and spaces
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.

- Focus on prevention, mitigation, and preparation for natural disasters.

Financial:

This will have no impact on the Municipality of Jasper operating budget. The costs incurred will be covered by the Municipality of Jasper Library Board.

Attachments:

- None

AGENDA ITEM 7.5

REQUEST FOR DECISION

Subject: Potential Amendment to Rates and Fees Bylaw 2024
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: March 12, 2024



Recommendation:

- That Committee receive this report for information.

Background:

At the March 5, 2024 regular Council meeting, Council gave first and second reading to the *Rates and Fees Bylaw 2024*, which is scheduled to return to Council for third and final reading at the March 19 regular meeting.

The proposed Rates and Fees Bylaw includes a change in rates for the use of the parking lane for the purpose of sidewalk seating or cafés as defined in the *Commercial Use of Public Space Bylaw*. Following the publication of the March 5 agenda, Council received correspondence from the only permit holder who currently holds a Commercial Use of Public Space permit for use of the parking lane downtown for purposes other than sidewalk seating or café (i.e. food and beverage purposes). The sender claims they do not utilize the parking lane between 6:00 p.m. and 9:00 p.m., and is asking for a rebate in the use of parking lane fee on that basis.

The 2023 fee for the use of the parking lane was \$1,650 per stall. The current fees contemplated by Council through the *Rates and Fees Bylaw 2024* are \$1,850 per stall in 2024 and \$2,050 per stall in 2025.

Discussion:

While the current request before Council comes from the only permit holder utilizing the parking lane for purposes other than a sidewalk seating or café, the Commercial Use of Public Space Bylaw does provide for retailers and other businesses to participate in the program, at the discretion of the CAO or designate. A discounted fee approved by Council could therefore apply to future applications from downtown businesses for the use of the parking lane in front of their establishment.

Should Council wish to address the issue it could do so at the regular Council meeting by amending the proposed Rates and Fees Bylaw prior to third reading. An appropriate motion would be:

That Council amend Schedule A of the Rates and Fees Bylaw 2024 to include a fee of [INSERT AMOUNT] for the use of the parking lane for less than 12 hours a day.

This approach would apply to permits issued for purposes other than sidewalk seating or cafés. The rationale behind this recommendation is that the installation criteria for sidewalk seating installations are more permanent in nature than for retail or other uses, including reserved commercial parking in this instance. A discount would be provided in the context that all parts of the installation are removed from each of the permitted stall for at least one hour within the 9:00 a.m. to 9:00 p.m. timeframe when paid parking is in effect. A proposed rate of \$1,650 for such uses was discussed at the last Committee of the Whole meeting. Administration is in support of any fixed rate (as opposed to a pro-rated rate) Council may choose to implement.

Specific edits to the *Rates and Fees Bylaw 2024* could be captured as follows:

Schedule A – Streets and Public Space Use Fees

Description	Fee
Commercial Public Space Use Permit Fee*	\$50
Commercial Public Space Use Fees:*	\$50 - \$400
Farmers’ Market	\$60 per event
Sidewalk Seating or Use of Parking Lane – permit application fee	\$100
Sidewalk Seating – use of public sidewalk	\$25 per seat
Sidewalk Seating – use of parking lane, 2024	\$1,850
Sidewalk Seating – use of parking lane, 2025 and beyond	\$2,050
Use of parking lane, less than 12 hours a day	\$X,XXX
Storage for Items Removed from the Street	\$105 per day
Work Performed by Municipality	Cost plus 25%

* Exemptions from Fees:

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

Administration has identified potential enforcement challenges with this request, and is recommending that the proposed hours of use be documented in the Commercial Use of Public Space permit. This would facilitate monitoring of whether permitted installations are indeed removed from the parking lane or not, and remain compliant with the “use of the parking lane for less than 12 hours a day” provision.

Early removal of installations in the evening (before 9:00p.m.) could result in private vehicles using the permitted stalls overnight, leading to vehicles being parked in the permitted stalls between the hours of 9:00a.m. and 11:00a.m. the next day without being otherwise out of compliance with existing paid parking and time limit restrictions (two hours) in place downtown. The Bylaw Enforcement Service would not be in a position to enforce moving such vehicles out of the permitted stalls as 24 hours’ notice is required to implement parking bans that are not permanently signed.

Strategic Relevance:

- Recognize the fundamental importance of our tourism economy
- Increase opportunities for active transportation and transportation alternatives
- Entrust our staff to develop healthy relationships with the people they serve
- Ensure residents receive quality service that provides strong value for dollar
- Pursue alternative revenue sources and equitable distribution of costs

Relevant Legislation:

- [Commercial Use of Public Space Bylaw](#)
- [Business Licensing Bylaw](#)

Financial:

This change will have no material financial impact for the organization.

AGENDA ITEM 7.6

REQUEST FOR DECISION

Subject: Public Statements Policy
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Reviewed by: Emma Acorn, Legislative Services Coordinator
Date: March 12, 2024



Legislative Committee Recommendation:

- That Committee recommend Council approve Policy F-112: Public Statements as presented;
- That Committee recommend Council rescind Policy F-011: Non-Standard Crosswalks; and
- That Committee recommend Council rescind Policy F-012: Proclamation, Letter of Support and Flag Raising Policy.

Alternatives:

- That Committee recommend Council approve Policy F-112: Public Statements with the following amendments:
 - ...
- That Committee direct Administration to draft an updated Proclamation, Letters of Support, Flag Raising and Non-Standard Crosswalks policy that is closer in format and content to the original policy F-012.

Background:

Policies are Council statements that set service priorities or standards of performance for the Municipality. A policy addresses recurring issues to provide guidelines setting out the level and manner the Municipality will perform duties imposed on itself or those imposed on the Municipality by legislation.

At the December 5, 2023 Legislative Committee meeting, Administration recommended that Policy F-011 Non-Standard Crosswalks Policy should be rescinded. The Committee discussed the proposal and suggested that Council should still be involved approving requests for non-standard crosswalks, and suggested that requests for non-standard crosswalks could be included within the existing [Policy F-012: Proclamation, Letter of Support, and Flag Raising Request](#).

Following input from the CAO on the updated draft policy, and review at both the February 20th and March 5th Legislative Committee meeting, Administration added a new title, format and focus for the policy, which further integrates concepts of equity, diversity and inclusion in the general approach to the policy.

Discussion:

As per the discussion at the February 20th and March 5th meetings, Administration is proposing a draft Public Statements policy, which is meant to replace the existing Proclamation, Letter of Support and Flag Raising Request policy and also include requests for non-standard crosswalks.

The policy's administrative procedures are included in this package to support the discussion, although approval authority for this document rests with the CAO.

Legislative Committee is inviting input from Committee of the Whole to further refine the proposed drafts prior to advancing the document to Council for consideration. Depending on the nature of the relationship between the requesting party and the Municipality of Jasper, [Policy F-104: Relationship with External Groups](#) may also be applicable to certain requests for non-standard crosswalks.

Relevant Legislation:

- [A-101 Policy Development and Review](#)
- [F-011 Non-Standard Crosswalks](#)
- [F-011 Non-Standard Crosswalks Administrative Procedures](#)
- [F-012 Proclamation, Letter of Support, and Flag Raising Request Policy](#)
- [F-012 Proclamation, Letter of Support, and Flag Raising Request Administrative Procedures](#)

All policies and procedures can be found on the municipality's website here:

<https://jasper-alberta.ca/p/policy-manual>

Strategic Relevance:

- Community Health
 - Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable
 - Embrace our growing diversity
 - Leverage and create opportunities for greater inclusion
- Relationships
 - Nurture our most important relationships which are those within our organization
 - Communicate and engage with residents
 - Continue along the path of Reconciliation
- Organizational Excellence
 - Empower our staff by investing in the tools and training they require
 - Entrust our staff to develop healthy relationships with the people they serve

Attachments:

- Draft Policy F-112: Public Statements
- Draft Policy F-112: Public Statements Administrative Procedures

Policy Title: PUBLIC STATEMENTS POLICY

Policy #: F-112

Effective Date: XXXX, 2024

Date adopted by Council: XXXX, 2024



POLICY

Jasper is a welcoming and inclusive community which works to increase awareness about the issues faced by under-represented groups; promote cultural diversity; and create an environment where all citizens feel valued and empowered.

Council recognizes that as a democratically elected body it can play a crucial role in shaping perceptions; fostering social cohesion; supporting vulnerable and marginalized populations; and advancing broader political and social objectives on behalf of the people it represents through the use of public statements.

All public statements endorsed by the Municipality shall be processed consistently, foster inclusion, and advance dignity and respect within the community.

PURPOSE

This policy is intended to provide consistency and equity in how requests for **public statements** are handled.

SCOPE

This policy applies to any requests, **including but not limited to**, requests for proclamations, letters of support, non-standard crosswalks and flag raisings at municipal facilities.

STANDARDS

Council may authorize requests for proclamations, letters of support, non-standard crosswalks and flag raisings at municipal facilities.

The request must be brought forward by either a not-for-profit organization located or having a presence within the municipality, or a citizen of the Municipality of Jasper.

Requests should meet at least one of the following criteria. The cause should be:

- Of local, provincial, national, or international significance;
- Of benefit to the community; or
- An initiative of the Municipality of Jasper.

Requests must align with Council's strategic priorities and Council policies.

Requests may be denied for any reason deemed sufficient by Council.

Requests may not be contrary to the Charter of Rights and Freedoms, or the Alberta Human Rights Act.

All requests must be submitted in accordance with the steps described in the Administrative Procedure associated with this policy.

Policy Title: PUBLIC STATEMENTS POLICY

Policy #: F-112

Effective Date: XXXX, 2024

Date adopted by Council: XXXX, 2024



DEFINITIONS

“**Dignity**” means the inherent worth and value of every individual, regardless of their background, identity or circumstance.

“**Respect**” means the fundamental principles which guide the behavior of individuals interacting with one another with civility, consideration and fairness.

“**Public Statements**” means actions endorsed by Council resolution which may not directly address substantive policy challenges, or operational matters but none the less have value in their ability to inspire, unify, and communicate the community’s priorities to the wider world. **Public statements** may include but are not limited to proclamations, letters of support, non-standard crosswalks and flag raisings at municipal facilities.

RESPONSIBILITY

Council:

Review and approve any revisions to this policy.

CAO:

Review and approve any procedures related to this policy.

Directors and Managers:

Carry out the policy based on established procedures.

Policy Title: PUBLIC STATEMENTS POLICY

Policy #: F-112

ADMINISTRATIVE PROCEDURES

Effective Date: XXXX, 2024

Date approved by the CAO: XXXX, 2024



SCOPE

These procedures shall apply to all external requests for public statements received by the Municipality of Jasper, including but not limited to, proclamations, letters of support, non-standard crosswalks and flag raisings at municipal facilities.

GENERAL

Requests for proclamations, non-standard crosswalks or flag raisings may be received and approved by motion at Regular Council meetings.

Requests for letters of support may be received and supported in principle at Committee of the Whole meetings and Regular Council meetings.

Requestors must indicate whether they wish to appear before Council to present their request. No person shall address Council for more than three (3) minutes, exclusive of the time required to answer questions, unless and to the extent allowed by Council.

PROCLAMATIONS

Requests for proclamations must be made in writing to the Legislative Services Department and received at least six (6) days prior to the applicable Regular meeting at which the request will go forward. Council must approve proclamations by motion.

All requests for proclamations must contain a draft copy of the wording of the proclamation. The Municipality of Jasper may revise the wording of the proclamation at the request of Council.

Organizations may only request one (1) proclamation annually.

Once approved, the proclamation will be posted on the Municipality of Jasper's website. All other advertising, publicity or media coverage is the responsibility of the organization or person requesting the proclamation.

LETTERS OF SUPPORT

Requests for letters of support must be made in writing to the Legislative Services Department and received at least six (6) days prior to the applicable meeting at which the request will go forward, and fourteen (14) days prior to the date the requestor requires the letter. Requests that do not fall under the parameters outlined in the policy may require additional processing time.

Requests for letters of support must provide details regarding the project or grant being applied for and the amount of the grant (if applicable), contact information regarding the intended addressee, and background information on the organization requesting the letter. A draft copy of the letter of support should be provided to include in the meeting's agenda package.

In the absence of objection from Council members, Council may direct Administration to proceed with providing a letter of support without passing a motion. Once Council has supported the request in principle, the Legislative Services Department will coordinate with the Mayor or Deputy Mayor to review and sign the letter of support on behalf of the Municipality of Jasper.

Policy Title: PUBLIC STATEMENTS POLICY

Policy #: F-112

ADMINISTRATIVE PROCEDURES

Effective Date: XXXX, 2024

Date approved by the CAO: XXXX, 2024



Once signed, the letter of support will be provided to the requesting organization who is then responsible for forwarding the letter to the appropriate organization.

NON-STANDARD CROSSWALKS

Requests for non-standard crosswalks must be made in writing to the Legislative Services Department and received at least six (6) days prior to the applicable Regular meeting at which the request will go forward. Council must approve non-standard crosswalks by motion.

Each non-standard crosswalk requires an annual request to Mayor and Council. Approval is for one year, and each non-standard crosswalk must be repainted each year. There is a two-year maximum time limit in any one location if there are other applicants for that same location.

All costs for the initiative, including painting and temporary traffic control required, are the responsibility of the applicant.

The Municipality of Jasper Mayor and Council reserves the right to remove the non-standard crosswalk at any time. Non-standard crosswalks will be subject to additional terms and conditions as determined by the Operations and Community Development departments.

REQUESTS TO RAISE FLAGS AT MUNICIPAL FACILITIES

Requests to raise flags at municipal facilities must be made in writing to the Legislative Services Department and received at least six (6) days prior to the applicable Regular meeting at which the request will go forward. Council must approve flag raising requests by motion.

In the event multiple requests are received for the same day, the first request received by the Municipality of Jasper shall be considered first by Council.

Flags will be raised for a maximum of 10 days, unless otherwise approved by Council.

AGENDA ITEM 7.7

REQUEST FOR DECISION

Subject: Establishment of New Public EV Charging Stations
From: Bill Given, Chief Administrative Officer
Reviewed by: Emma Acorn, Legislative Services Coordinator
Date: March 12, 2024



Recommendation:

That Committee recommend Council approve participation in the EVenture charging network and;

That Committee recommend Council approve the establishment of four new electric vehicle (EV) charging stations in the off-street parking lot adjacent to the public washrooms on Connaught Drive through a licence of occupation for a term of up to 14 years.

Alternatives:

- That Committee direct Administration revise the proposal to include additional or fewer EV charging stations and return to a future Committee meeting for further review.
- That Committee receive the report for information and take no further action.

Background:

EVenture northwest AB is a community-driven, collaborative program between municipalities seeking to build a level 3 (DC Fast Charger) EV charging network across west/central Alberta. The project, facilitated by Community Energy Association, will create a level 3 EV charging station network, and provide connectivity across the region.

The EVenture Advisory Committee of Municipalities has been working together since 2020 on outlining the process for identifying level 3 charging station sites, technical evaluation of the proposed sites and monitoring the Zero Emissions Infrastructure Program (ZEVIP) funding. ZEVIP is an initiative by Natural Resource Canada (NRCan) to support electric vehicle infrastructure development by funding 50% of the total project cost.

On June 15, 2022 Administration reached out to EVenture to enquire if the Municipality of Jasper could participate at this stage of the program. Following the discussions, the Municipality was included in EVenture's RFP as a potential site, while acknowledging that formal Council approval would be required before moving forward.

Jasper currently boasts a total of eleven EV charging stations, including eight Tesla "Level-3" chargers and three "Level-2" charging stations, all situated on the east end of town. Recognizing the growing demand for electric vehicle infrastructure and aiming to balance the availability of charging options across town, ATCO has proposed the installation of four additional "Level-2" charging stations at a strategically located off-street parking lot adjacent to the public washrooms on Connaught Drive.

Discussion:

Through 2022 the EVenture collective sought a development partner and for a period the project was stalled until the group selected ATCO. The project is in execution status but awaits Natural Resources Canada funding, which has been delayed several times. Despite the funding delays ATCO would like to keep the project

momentum going by proceeding with two sites out of the twelve: one in Jasper and one in Edmonton.

The proposal by ATCO is a significant step towards enhancing Jasper's EV infrastructure, promoting sustainable transportation, and accommodating the increasing number of electric vehicles on the road. The proposed location on the west end of town is chosen for its strategic importance, accessibility, and potential to serve residents and visitors alike. ATCO's commitment to own, operate, and cover both capital and operational costs for the chargers minimizes the financial burden on the municipality while promoting green initiatives. This project aligns with Jasper's environmental sustainability goals and addresses the current imbalance in charging station availability across town.

This recommendation offers a forward-looking approach to accommodate the growing trend of electric vehicle use, promoting environmental sustainability, and enhancing the town's infrastructure. This initiative is expected to enhance the town's appeal to environmentally conscious visitors and residents without imposing additional financial burdens on municipal resources. Administration seeks Council's approval to proceed with this initiative in partnership with ATCO.

Strategic Relevance:

- Include an environmental lens into our decision making and operational plans.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.

Inclusion Considerations:

Distribution of charging stations across various geographic locations, including urban, rural, and underserved neighborhoods supports equitable access. Accessibility for individuals with disabilities must be a priority, with stations designed for easy use by everyone. Finally, efforts to reduce CO2 emissions can positively impact climate change and lessen its negative impacts on vulnerable populations.

Relevant Legislation:

- [Jasper Community Sustainability Plan](#)
- Agreement for the Establishment of Local Government in the Town of Jasper

Financial:

The proposal presents minimal financial risk to the municipality, as ATCO will bear the costs associated with the capital investment and ongoing operation of the EV charging stations. The non-resident users of the installation will still be required to pay for parking in addition to the cost of energy.

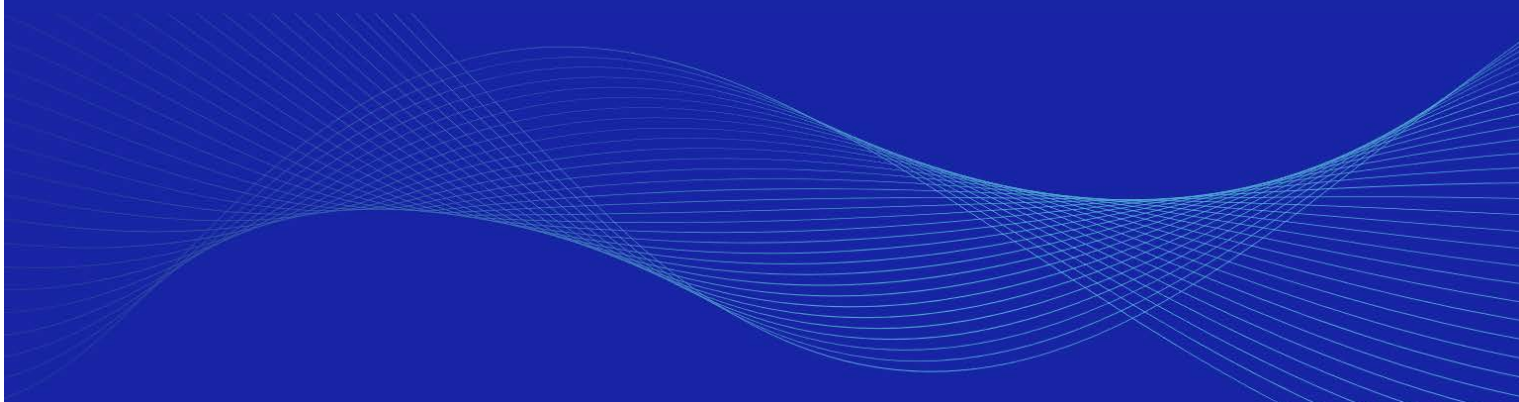
Attachments:

- ATCO Proposal

ATCO Energy Systems

**EVENTURE
PROJECT: JASPER
TRAIN STATION
PARKING LOT**

February 8, 2024



Eventure: Jasper

Contents

- 1.0 Summary..... 1**
- 2.0 Proposal 1**
- 2.1 Construction and Design..... 1
- 2.2 Meeting Expectations 2
- 2.3 Why Level 3 Charging is Important 3
- 2.4 What is Asked of Jasper 3
- 2.5 Timeline 3

Appendix A

Eventure: Jasper

1.0 Summary

Eventure is a community-driven, collaborative project building a Level 3 (DC Fast Charger) EV charging network across west/central Alberta. It began as a multi-year initiative supported by an Advisory Committee consisting of representatives from nine different local governments across the region. Facilitated by Community Energy Association (CEA) and built, owned, and operated by ATCO, the project, will create a Level 3 EV charging station network and provide connectivity across the region, to neighbouring regions such as B.C. and major urban centres including Edmonton and Calgary.

The project is in execution status but awaits Natural Resources Canada funding, which has been delayed several times. Despite the funding delays ATCO would like to keep the project momentum going by proceeding with two sites out of the twelve: one in Jasper and one in Edmonton.

This proposal is intended for the Jasper train station parking lot located at 607 Connaught Drive. ATCO still intends to pursue a separate lease agreement for the parking lot across from the Fitness & Aquatics Centre on Bohhonne Street at a later date.

2.0 Proposal

In establishing 20 EV fast-charging locations under the 2019 Peaks to Prairies project working with the CEA and municipal partners, ATCO has developed an extensive operating knowledge of EV fast charging. Our fast chargers have maintained an industry-leading 99% uptime since their energization and continue to serve EV drivers today.

Years ago, Tesla installed eight 250kW Superchargers and three 50kW universal chargers in Jasper. For this project we are proposing to install four (4) universal electric vehicle fast charging stations each capable of outputting up to 250kW per EV. The installation would include a security camera and decorative streetlight for driver safety. Please see Appendix A for a detailed site proposal.

This installation represents approximately \$550,000 that ATCO is investing in Jasper. All operating costs associated with the stations such as electricity, insurance, security monitoring, and maintenance will be ATCO's responsibility for the proposed 14-year term.

2.1 CONSTRUCTION AND DESIGN

ATCO will work with the local electric utility ATCO Electric Ltd. to bring power to each site. The process may involve directional drilling, asphalt cutting or trenching to lay the necessary cabling. The existing padmount transformer, which serves as the connection point between the local power grid and ATCO's charging stations, will be upgraded. The charging station site will consist of an electrical cabinet, a power cabinet, an overhead light, security camera, bollards and two dual-port dispensers. These assets will be placed on concrete foundations generally flush or slightly above grade. Some electrical connections between these elements will be discreetly positioned underground to ensure a clean and uncluttered environment. Depending on the final site layout, ATCO may need to remove vegetation such as trees and shrubs but will ask the Town's permission before doing so.

Maintaining the landscaping around these installations will be straightforward. Routine tasks like snow removal will not be hindered by the setup of the charging stations. In addition, all sites will adhere to American Disability Association guidelines, ensuring accessibility for individuals with disabilities.

To enhance user experience, each dispenser will boast a dual-port design equipped with five-metre-long cables. These cables are managed through a specialized, spring-based extension and retraction system, making it convenient for EV

ELECTRIC VEHICLE BUSINESS CASE

Eventure: Jasper

drivers to use while also holding up to Canada's harsh winters. The extended cable length and user-friendly cable management system are designed to maximize customer satisfaction, facilitating a smooth and efficient charging process for all users.



Figure 1: Kempower triple power-cabinet showing 4 power modules per cabinet, and a dual-port dispenser

For added convenience, these Level 3 stations will offer multiple payment options. EV drivers can initiate a charging session through a variety of methods, including mobile apps, RFID cards and credit card readers. Additionally, the stations will support Plug'N'Charge (ISO 15118) technology, which automates the billing process by communicating directly with the vehicle.

2.2 MEETING EXPECTATIONS

ATCO will:

- Minimize disruptions to businesses, the Town and Parks during installation
- Adhere to a construction timeline
- Follow any construction rules set out by the Town of Jasper and Parks Canada

Throughout our long history, we have demonstrated our ability to plan, manage and perform work while also mitigating inconvenience. We're committed to completing the work efficiently while minimizing disruptions to your Town.

ELECTRIC VEHICLE BUSINESS CASE

Eventure: Jasper

2.3 WHY LEVEL 3 CHARGING IS IMPORTANT

The charging stations ATCO proposes are known in the industry as Level 3 or Direct Current Fast Charging (DCFC) units. Each station can recharge a standard electric vehicle from zero to 80% in roughly 15-30 minutes. This quick turnaround makes them ideal not only for long-distance travellers wishing to dine but also for local residents who may need a quick top-up while running errands. They are particularly beneficial for those residing in multi-unit buildings, such as apartments and condos, where home charging options may be limited. While Level 2 stations, such as the one Jasper hosts at its library, offer great convenience, they generally can't deliver a substantial charge within the time most people spend shopping or dining.

2.4 WHAT IS ASKED OF JASPER

ATCO is interested in forging a long-term lease with Jasper spanning 14 years, to host electric vehicle charging stations on Jasper property. This long commitment is essential for ATCO, as the installation of these stations represents a substantial capital investment. Recouping this initial outlay, along with the costs of ongoing operation and maintenance, is a long-term endeavour.

It's important to clarify that while ATCO will oversee the charging stations, Jasper will still be responsible for routine landscaping tasks surrounding these areas. This includes services like snow removal. Additionally, although we can't commit to handling trash removal, we are open to discussing the possibility of providing a trash can near the charging stations. However, we would prefer if Jasper could undertake this responsibility, as a trash receptacle that aligns with the aesthetic of your Town would present a more cohesive appearance.

To ensure access to this critical charging infrastructure, we ask Jasper to enforce that the stalls assigned to these charging stations be for **EV charging only** and any non-EV or vehicle not plugged in be penalized appropriately. ATCO is **not** asking Jasper to cease enforcing parking fees for the stalls at this location – customers will pay for EV charging and parking fees separately.

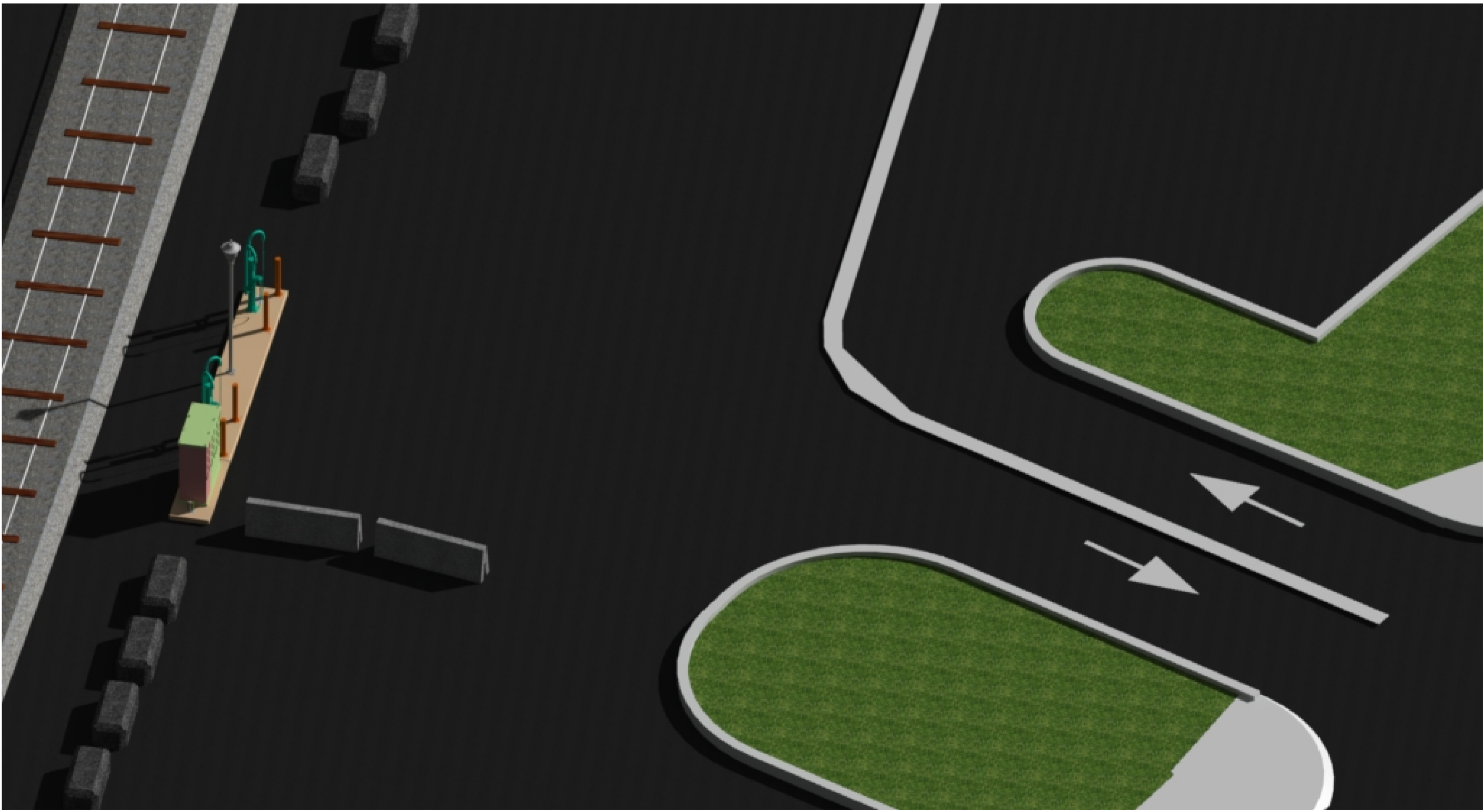
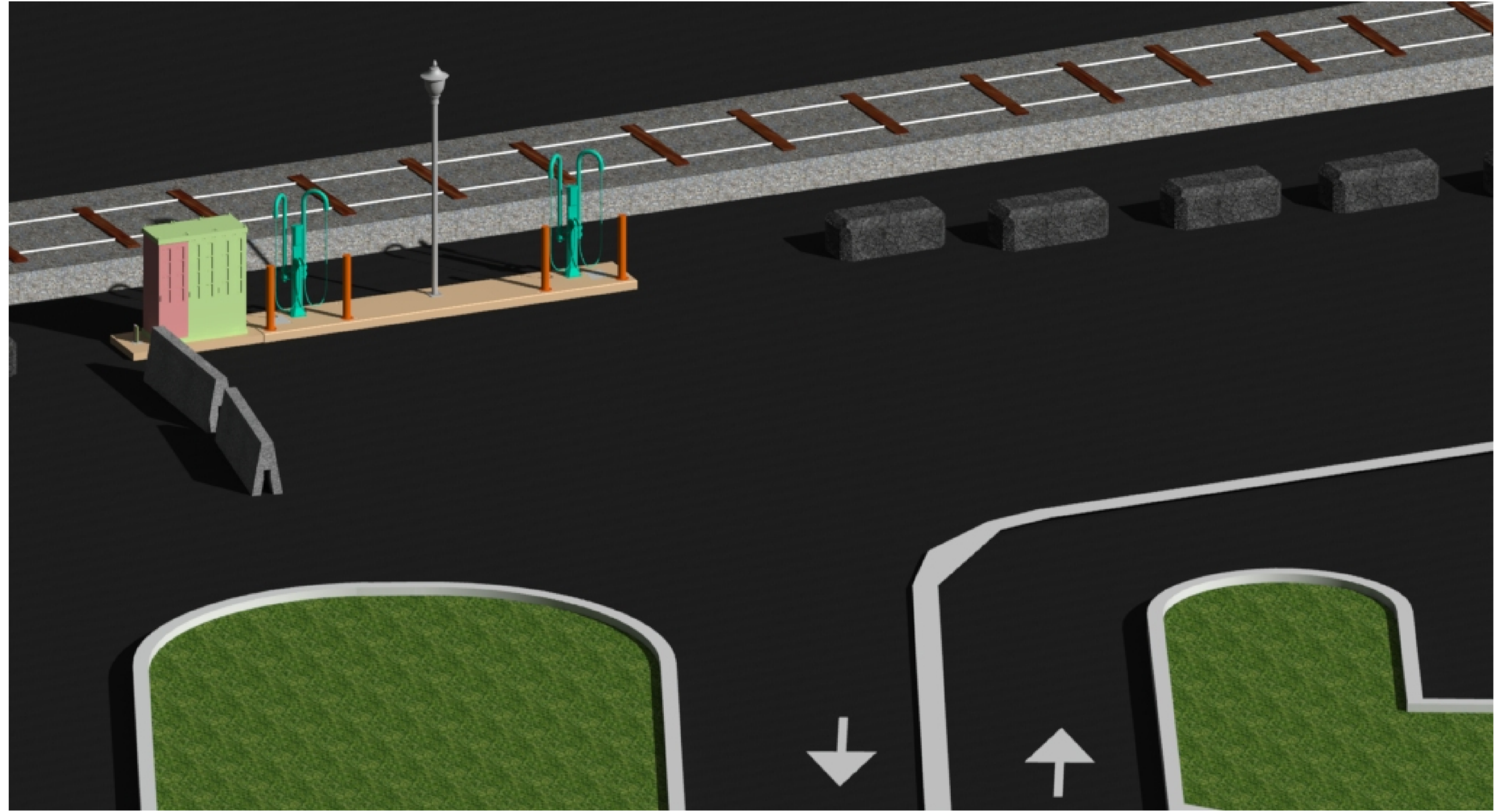
2.5 TIMELINE

Once the lease agreement is signed ATCO will engage ATCO Electric Ltd. to start the electrical connection work. Design and material procurement will proceed in 2024 but construction must take place under non-frozen ground conditions. The site can be energized before the end of 2024 if the lease agreement is **signed in early Q2 of 2024**.

ELECTRIC VEHICLE BUSINESS CASE

Eventure: Jasper

Appendix A:



REFERENCE DRAWINGS	
DRAWING NUMBER	DRAWING TITLE

STANDARD BASE DRAWING APPROVAL							
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	STD

LEGEND:

NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM

NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM
NO.	REVISION DESCRIPTION						
DATE	DFTG	DESIGN	CIVIL	TCOM	TCTRL	EL./PRT	COMM

CONSULTANTS LOGO

PROFESSIONAL STAMPS

PERMIT TO PRACTICE

ATCO

EVENTURE

JASPER
3D LAYOUT

DRAWN	DATE	SCALE
Joshua E.	JAN-29-2023	NTS
DESIGN BY	APPROVED BY	
Gavin J.	INIT#3	
DWG. NO.	1090077-EV-2-000	RO

PLEASE DO NOT REMOVE REVISION 0

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Clean Energy Improvement Program	December 13, 2022	Director of Operations & Utilities and Director of Finance & Administration	That Committee direct Administration to work with Alberta Municipalities and develop the following and present them at a future committee of the whole meeting: <ul style="list-style-type: none"> • A Clean Energy Improvement Program business case for Jasper • Draft Clean Energy Improvement Tax bylaw 	April 2024	
S-Block Parking 2023, Winter Seasonal Service	September 12, 2023	Director of Protective & Legislative	That Committee direct Administration to report back on the 2023-24 S-Block Parking Lot winter seasonal service to a Committee of the Whole meeting in the spring.	May 2024	
Jasper Folk Music Festival 2023	July 18, 2023	Director of Protective & Legislative Services	That Council defer discussion of appointing board members to societies to a future Committee of the Whole meeting, prior to the Organizational meeting in October 2023.	March 2024	Recommended to be deleted
Snape's Hill Happy Little Trees	October 3, 2023	Director of Operations & Utilities	That Council refer the suggestion of entering into a joint agreement with Parks Canada and Jasper Yellowhead Historical Society to a future Committee of the Whole meeting.	March 2024	
Habitat for the Arts	November 22, 2023	Director of Community Development	That Committee direct Administration to discuss transitioning to a public board with Habitat for the Arts and return with a report in 2024.	April 2024	
Labour Market Study	November 28, 2023	CAO	That Committee direct Administration to review the study to identify opportunities for the Municipality of Jasper to participate in implementation and to return to a future	March 2024	

			Committee of the Whole meeting with recommendations.		
Transit Capital Projects	December 19, 2023	CAO	That Council direct Administration to return to a future Council meeting for approval prior to awarding or procuring any transit capital projects.	February 2024	Recommended to be updated to May 2024
2024 Mill Rate	December 19, 2023	Director of Finance & Administration	That Council direct Administration to provide a report on the potential implications of splitting the 2024 net tax increase at ratios other than 5:1 and return to a future Committee of the Whole meeting prior to establishing the 2024 mill rate.	March 2024	
Global Covenant of Mayors for Climate & Energy	January 9, 2024	CAO	That Committee recommend Council postpone the consideration of joining the "Global Covenant of Mayors for Climate & Energy" until July 2024.	July 2024	
The Men's Shed	January 16, 2024	Director of Operations & Utilities and Director of Community Development	That Council direct Administration to investigate the costs associated with providing municipal water and wastewater at the two proposed locations; and any ideas for alternative locations, for the Men's Shed, and report back at a future Committee of the Whole meeting.	March 2024	
Transit Service Standards Policy	January 23, 2024	CAO	That Committee direct Administration to develop a Transit Service Standards Policy and return to a future Committee of the Whole meeting.	April 2024	
Crosswalks near School Zones	January 23, 2024	Director of Operations & Utilities and Director of Protective & Legislative Services	That Committee refer the matter of pedestrian safety at the crosswalks on Bonhomme Street adjacent to the sports fields and the Southview Co-ops to the Traffic Advisory Committee.	May 2024	
Parks Canada Maligne Canyon Transit Service Request	February 13, 2024	CAO	That Committee refer the transit service request from Parks Canada to Administration	April 2024	

Municipality of Jasper

			for a report at a future Committee of the Whole meeting.		
Jasper United Church Utilities Request	February 13, 2024	Director of Finance & Administration	That Committee refer the request from the Jasper United Church to Administration for a report back at a future Committee of the Whole meeting with additional details on the request and similar situations.	March 2024	
Climate Change Adaptation Action Plan	February 27, 2024	CAO	That Committee direct Administration to return to a future Committee meeting with recommendations on developing a Climate Change Adaptation Action Plan.	June 2024	