

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

Date: June 5, 2018 | Time: 1:30 p.m.

Place: Jasper Library and Cultural Centre, Council Chambers



1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, June 5, 2018

attachment

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, May 15, 2018

attachment

4 PRESENTATIONS

5 BUSINESS ARISING FROM PREVIOUS MINUTES

6 DEPARTMENT REPORTS

6.1 Community and Family Services

attachment

7 BYLAWS

7.1 Bylaw summary

attachment

7.2 Bylaw #209 – Taxation Rates Bylaw 2018 – 3rd reading

attachment

7.3 Bylaw #208 – Storage Lot Bylaw 2018 – 2nd reading

attachment

7.4 Bylaw #210 – Regional Assessment Review Board Bylaw – 1st reading

attachment

8 REQUESTS FOR DECISION

8.1 Notice – Culture and Recreation Board Appointment

attachment

9 INFORMATION ITEMS

9.1 Cost of hosting the 2015 Alberta/Japan Twinned Municipalities Conference

attachment

10 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION

11 OTHER NEW BUSINESS

12 COUNCILLOR REPORTS

13 UPCOMING EVENTS

June 6: Jasper Gymnastics Club Year End Show, Activity Centre, 6 p.m.

June 7: Seniors' Week wine and cheese, Library and Cultural Centre, 4-6 p.m.

June 8-9: A/JTM Conference, Stony Plain

June 11: Elected official emergency management course, Quorum Room, 9 a.m.

June 12: HI Jasper Sod turning, 708 Sleepy Hollow Rd., 1 p.m., Mayor Ireland to speak

June 12: JPCC AGM reception, Robson House, 5 p.m.

June 12: JPCC AGM, Maligne Canyon, 6 p.m.

June 14: Environmental Stewardship Day

June 19: Intergovernmental meeting, Rotary Room, 9 a.m.

14 ADJOURNMENT

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, May 15, 2018 | 1:30 p.m.
 Council Chambers, Jasper Library & Cultural Centre

Present Mayor Richard Ireland, Councillors Jenna McGrath, Bert Journault, Helen Kelleher-Empey and Rico Damota

Absent Councillors Paul Butler and Deputy Mayor Scott Wilson

Also present Mark Fercho, Chief Administrative Officer
 Kayla Byrne, Legislative Services Coordinator
 Natasha Malenchak, Director of Finance and Administration
 Yvonne McNabb, Director of Culture and Recreation
 Nicole Veerman, Communications Specialist
 Lisa Riddell, Community Development Specialist
 Moira McKinnon, Parks Canada Reality and Municipal Manager
 Pattie Pavlov, Jasper Park Chamber of Commerce General Manager
 Armin Preiksaitis, Parioplan
 Naomi Roy, Parioplan
 Craig Gilbert, the Fitzhugh
 One observer

Call to order Mayor Ireland called the meeting to order at 1:30 p.m.

Additions to the agenda #87/18 MOTION by Councillor Kelleher-Empey to add the following in camera item to today’s agenda: 12.1 legal matter; and to move agenda item 8.1 Provincial Designated Industrial Property Tax Requisition ahead of item 7.2 Bylaw #209 – Tax Rate Bylaw 2018 – 1st and 2nd reading.

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| FOR | AGAINST | |
| 5 Councillors | 0 Councillors | CARRIED |

Approval of agenda #88/18 MOTION by Councillor Journault – BE IT RESOLVED THAT Council approve the agenda for the regular meeting of May 15, 2018 as amended.

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| 5 Councillors | 0 Councillors | CARRIED |

Approval of minutes #89/18 MOTION by Councillor Damota – BE IT RESOLVED THAT Council approve the minutes of the May 1, 2018 regular Council meeting as presented.

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| 5 Councillors | 0 Councillors | CARRIED |

Parioplan Presentation Mr. Preiksaitis presented Parioplan’s final report regarding planning and design for staff and seniors housing in Jasper. The report included recommendations for the Connaught site, the current RCMP Detachment, and the Bearhill site, noting

several potential challenges for the development of the Bearhill site, including the necessity of an internal road and an overhead powerline which would reduce the buildable area. Ms. McKinnon updated Council on the release of Parcel GB (the Connaught site) from Parks Canada. The release is expected to be complete in early June. Once finalized the project will be advertised to local developers and to developers throughout Calgary and Edmonton. More updates will come as warranted.

Business arising from the minutes Council agreed it would also send a letter to the RCMP Commissioner about staff housing in relation to its new Jasper Detachment building.

Culture and Recreation Department report Council received the report of the Director of Culture and Recreation, which highlighted the completion of asbestos testing in the Activity Centre, the completion of the annual shut down at the Fitness and Aquatic centre, and gas and electrical consumption history for the Activity Centre and the Fitness and Aquatic Centre.

Designated Industrial Property Tax Requisition #90/18 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council amend the detailed estimates of the municipal revenues, expenditures and requisitions for the year 2018 to include the Designated Industrial Property assessment requisition, in the amount of \$1,841.39.

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| 5 Councillors | 0 Councillors | CARRIED |

Bylaw summary Council received a summary of bylaws currently in force and those in various stages of readings in the Municipality.

Bylaw #209 – 1st reading #91/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT Council read, for the first time, Bylaw 209 – Taxation Rates Bylaw 2018, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2018 taxation year.

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| 5 Councillors | 0 Councillors | CARRIED |

Bylaw #209 – 2nd reading #92/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT Council read, for the second time, Bylaw 209 – Taxation Rates Bylaw 2018, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2018 taxation year.

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| 5 Councillors | 0 Councillors | CARRIED |

Cannabis Sale, Smoking and MOTION by Councillor Journault – BE IT RESOLVED THAT Council approve the Cannabis sale, smoking and vaping survey as revised.

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| Vaping in Jasper #93/18 | FOR 4 Councillors | AGAINST 1 Councillor (Councillor Damota) | CARRIED |
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Revisions included edits to question 4 of the survey and adding further clarification to some of the question preambles.

Recess Mayor Ireland called a recess from 3:20 p.m. to 3:26 p.m.

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| Asbestos Removal – waiver of notice #94/18 | MOTION by Councillor McGrath – BE IT RESOLVED THAT Council waive the two-week notice period to make a decision regarding asbestos removal, repairs and remediation. | | |
| | FOR 5 Councillors | AGAINST 0 Councillors | CARRIED |

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| Asbestos Removal #95/18 | MOTION by Councillor Damota – BE IT RESOLVED THAT Council approve the expenditure of \$400,000 from the Culture and Recreation restricted reserves for asbestos removal, repairs and remediation. | | |
| | FOR 5 Councillors | AGAINST 0 Councillors | CARRIED |

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| Wildflowers Childcare Play Space Renovation (1 of 3) #96/18 | MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council approve the expenditure of \$16,000 from the Community and Family Services restricted reserves for the redevelopment of the Wildflowers Childcare play space. | | |
| | FOR 5 Councillors | AGAINST 0 Councillors | CARRIED |

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| Wildflowers Childcare Play Space Renovation (2 of 3) #97/18 | MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council approve the reallocation of \$44,594 from the Community and Family Services operating budget to the redevelopment of the Wildflowers Childcare play space capital project. | | |
| | FOR 5 Councillors | AGAINST 0 Councillors | CARRIED |

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| Wildflowers Childcare Play Space Renovation (3 of 3) #98/18 | MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council approve a project budget of \$93,893 for the redevelopment of the Wildflowers Childcare play space. | | |
| | FOR 5 Councillors | AGAINST 0 Councillors | CARRIED |

Regarding capital budget requests, Council said it would like to see all capital requests brought forward at the same time. Administration suggested adding

anticipated items that are contingent on grant funding to future budget discussions.

AUMA Resolution 2018 Electric Vehicle Charger #99/18 MOTION by Councillor Journault – BE IT RESOLVED THAT Council approve the resolution for the Alberta Urban Municipalities Association request that the Government of Alberta expand the offer of programs funded by the carbon tax to include financial assistance to municipalities for capital and operating costs of electric vehicle (EV) charging stations.

FOR 5 Councillors AGAINST 0 Councillors CARRIED

Canada Day Committee Insurance – waiver of notice #100/18 MOTION by Councillor Damota – BE IT RESOLVED THAT Council waive the two-week notice period to make a decision regarding the Canada Day Committee insurance request.

FOR 5 Councillors AGAINST 0 Councillors CARRIED

Canada Day Committee Insurance #101/18 MOTION by Councillor Damota – BE IT RESOLVED THAT Council approve the Canada Day Committee as an Additional Named Insured (ANI) under the Municipal insurance policy.

FOR 5 Councillors AGAINST 0 Councillors CARRIED

Grant Application to Construct the Community Stage for Jasper #102/18 MOTION by Councillor Journault – BE IT RESOLVED THAT Council approve the Letter of Support and the Letter of Agreement between the Municipality of Jasper and Tourism Jasper, for the Tourism Jasper Community Facility Enhancement Program (CFEP) grant application for the community stage.

FOR 5 Councillors AGAINST 0 Councillors CARRIED

Naming the Exchange Lands #103/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT Council select Commemoration Park as the new name for the greenspace currently known as the Exchange Lands.

FOR 4 Councillors AGAINST 1 Councillor (Councillor Damota) CARRIED

Council noted this name not only commemorates people of the community, but also past and future events and new initiatives in Jasper.

Councillor reports Councillor Kelleher-Empey will attend a Community Futures meeting and the Alberta/Japan Twinned Communities conference. Councillor Kelleher-Empey also noted the Community Futures annual general meeting is on June 21 in Grande Cache and is open to all councillors.

Councillor McGrath will attend the Come Together Alberta conference.

Councillor Damota attended a Traffic Advisory Committee meeting, where recommendations outlined in the Transportation Master Plan were discussed.

Mayor Ireland delivered the State of the Municipality address at the last Jasper Park Chamber of Commerce meeting, and attended a ceremony at the Legion in honour of those who served in the wars in Afghanistan and the Pacific. Mayor Ireland will also attend the annual welcome event hosted by Community Outreach Services.

Upcoming events Council received a list of upcoming events.

In camera #104/18 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT Council move in camera at 4:13 p.m. to discuss a legal matter.

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| 5 Councillors | 0 Councillors | CARRIED |

Mr. Fercho was also present for the in camera item.

Revert to public meeting #105/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT Council revert to open meeting at 5:01 p.m.

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| 5 Councillors | 0 Councillors | CARRIED |

Adjournment #106/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT, there being no further business, the regular meeting of May 15, 2018 be adjourned at 5:01 p.m.

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| FOR | AGAINST | |
| 5 Councillors | 0 Councillors | CARRIED |

Mayor

Chief Administrative Officer



**COMMUNITY & FAMILY SERVICES
DIRECTOR'S REPORT**

June 5, 2018

Submitted by: Kathleen Waxer, Director

Reporting period: March and April 2018

Highlights

IRCC Conference – CFS Director Kathleen Waxer attended an Immigration, Refugees and Citizenship Canada conference in Red Deer where representatives from small communities in Alberta discussed how small centres can address immigration issues.

MARD Funding – The Yellowhead region received funding from the University of Alberta to look at ways to assist medically at-risk drivers. The hope is to develop systems to assist people who cannot drive to their medical appointments. The funding is for research and is shared by Jasper, Hinton, Edson and Yellowhead County.

ESS Meeting – Kathleen attended the Emergency Social Services Network of Alberta (ESSNA) North-Central meeting in Leduc to develop stronger regional contacts and keep abreast of the most recent plans and developments in the Emergency Social Services world.

ESS Preparedness – Work has been ongoing to update the Emergency Social Services plan and kit to ensure all paperwork and tools are current and in place in the event of an emergency. ESS training was held in the community for nearly 30 participants, including the entire CFS department and a number of community volunteers who have identified themselves as willing and able to assist if there were an emergency in our community. The McCready Centre was utilized for the training. This was a valuable training opportunity, as it is one of the potential assembly points identified in the Evacuation Plan, as well a potential centre in the case of a large-scale event. The location gave the team an opportunity to set up the space and unpack the kit and identify any deficiencies.

Mental Health Week – Although this report is for March and April, I would be remiss not to mention the success of Steady On: A Night of Music and Words for Mental Health at the beginning of May. Community and Family Services partnered with the Liquor Lodge, Jasper Artists Guild, Habitat for the Arts and Jack Wenaus Financial Services to offer this fundraiser for the Mental Health Crisis Fund. This was the first time the Quorum Room was utilized for this type of event and it proved to be the perfect venue for an intimate community gathering. Catherine MacLellan and Tanya Davis provided an opportunity for 100 Jasperites to ruminate on the importance of breaking the stigma and having community conversations about mental health. The event raised about \$2,000 for the fund, which is utilized by Community Outreach Workers to assist clients facing mental health challenges in removing small, but significant barriers to wellness.

Community Development – March and April 2018

Diversity Project – With funding from Human Rights Education and Multicultural Fund, a Diversity Project book is being developed with new photos taken in 2017. The Diversity Project launched in 2014. The project asked Jasperites to pose in front of a camera with handwritten signs sharing what makes them unique. Over the course of the next three years, more than 400 photos were compiled, creating a collection of images that depict Jasper's diverse community. The project is a celebration of that diversity. It's a celebration of the community's differences of ethnicity, gender, age, national origin, ability, sexual orientation, education, religion, culture and socio-economic status, as well as a celebration of the more subtle differences that can sometimes leave people feeling isolated or vulnerable.

Children's Book – With funding from the Early Childhood Coalitions of Alberta, a children's book has been illustrated and authored by two Jasperites. The book should be finalized in June and then sold in the community with funds going to the Jasper Community Team Society.

Elder Abuse Training – Community Development Specialist Lisa Riddell took It's Not Right Training in Edmonton and will soon be offering it to businesses around town. The training is a pan-Canadian approach that works to engage bystanders on the issue of elder abuse and neglect.

Wilderness Access Program – Significant research has been done to develop a strategy to ensure that the Wilderness Access Program’s trail riders gain greater visibility in the community, in the hope that they will see greater use by people with mobility issues who wish to experience the park’s trails and special places. Work is ongoing to pursue the options identified in the strategy. Recently, Marmot Basin assumed responsibility for the program’s sit-skis, streamlining the rental process and the ease of access to the equipment and support required to use it.

Lunch and Learn – April’s Lunch and Learn offered by the Jasper Community Team was a presentation by AHS Addictions Counsellor Ryan Verge on the Legalization of Cannabis.

Rec and Resource Fair – The Adult Collaborative Action Team has identified that people in the community have a hard time finding out about programs and activities taking place in town, as there is no community wide calendar or guide listing what is available to the community. In an effort to centralize information and registration, the CAT is working together to organize a rec and resource fair, similar to the one held in Hinton. The plan is to host it in the fall and the hope is to also create a rec and resource guide that lists all of the organizations and clubs in the community, much like the guides that are available in other communities.

Local Immigration Partnership – March and April 2018

Partnership Council – The Local Immigration Project (LIP) centres around the collaborative development of a community-wide newcomer settlement strategy, spearheaded by a “partnership council” of stakeholders in the community. The Jasper Immigration Coalition was established in February 2018. The group held its third meeting in early March, where it adopted terms of reference and members signed membership agreements. This represented the formal creation of a “partnership council”, a major deliverable in the municipality’s Local Immigration Partnership contract with Immigration, Refugees and Citizenship Canada (IRCC).

Advisory Group – The Jasper Immigration Coalition will be guided by inputs from the Jasper Immigrant and Refugee Advisory Group. This group was established in March 2018 and consists of refugees and immigrants living in Jasper. The group has members representing 10 different countries of origin. The group will meet regularly to help identify gaps in services and persistent barriers to settlement and integration in the community.

Settlement Worker Negotiations – In April 2018, Community and Family Services concluded negotiations with Immigration, Refugees and Citizenship Canada to fund a full-time settlement worker in the department. The settlement worker will be responsible for working with newcomers and newcomer families to ensure that they have the information they need to successfully settle in the community, that their needs are being adequately addressed and that they are succeeding in making social and professional connections in Jasper. The settlement worker will also work with newcomer youth and their families in schools.

Welcoming New Staff – In late April, a hiring committee concluded the interview process for candidates for the settlement worker position. The job posting attracted several qualified candidates and the committee was pleased to select Rola Aldakhil as the successful candidate. Rola began work with the department in May 2018.

Community Outreach Services – March 2018

Circle of Security – In March, Parent Link offered Circle of Security training to parents in the community. The eight-week \$7,000 training was funded by a Parent Link Enhancement Grant and was offered to Jasper parents free of cost. In total there were 29 participants, including children, and the program had a waitlist of other families who would like to take the training. Circle of Security teaches parents to understand their child’s emotional world by learning how to read their emotional needs. Rather than focusing on their behavior and thinking that the child is acting out, the training teaches parents to see those behaviours as a sign of a need. The training also provides parents with tools to support their child in managing their emotions. The program was so successful that Early Childhood Outreach Worker Maggie McDowell is planning to take the Circles of Security training in the fall, so that the program can be offered in Jasper more regularly.

In a survey following the eight weeks, participants raved about the experience:

- “I have tools for myself and my children to cope with and organize our feelings. I am so grateful for this course, I wish I could have taken it sooner. It changed my life. Everyone needs this course.”
- “I am a more relaxed parent. I understand myself better and know myself better. My relationship with my daughter and my husband has improved 500%. I am a more confident mother. It gave me hope and eased my guilt.”

PJ Day – Community Outreach Services took on the coordination of the eighth annual PJ Day and Parade for Autoimmune Disease Awareness. PJ Day was started by Marta Rode following her own diagnosis with an autoimmune disease and has been celebrated with a parade every year since then. Knowing that Marta wasn't planning on organizing the event in 2018, COS picked up the reins, marketing it and securing a parade permit.

Parent Link Easter Bash – More than 70 people came out the Jasper Activity Centre March 29 to take part in an Easter Bash. The event brought families together, creating community connections, and giving new parents a place to celebrate and play in a child positive environment. There was an Easter egg hunt and a station where kids were able to decorate their own cupcakes (made by Glenda!).

Kids Adventures of the School Year (KAOS) -- In March, KAOS had 34 participants. The 10-12 year olds went to the Municipal Library where they participated in an Easter Egg Hunt and watched an Easter movie. Middle Childhood Outreach Worker Carla Gallop hosts KAOS on days when the Jasper Elementary School has a noon dismissal to give kids 10-12 years old, who are too old for the Out of School Care program, but too young to be left home alone, with a safe place to go and socialize. This was a gap that was identified at a Collaborative Action Team meeting a few years ago and that COS has prioritized ever since. KAOS provides kids with an opportunity to make connections with their peers, socialize, learn new skills and, ultimately, it provides them with a safe place to go while their parents are still at work.

Hot Topics – Hot Topics is an ongoing teen program where COS offers a snack and chat about issues that are important to youth and teens. Local professionals are invited to share their expertise and bring important information to teens in hopes of creating a comfortable, open dialogue that allows teens to ask their burning questions without judgement or shame. The program also gives teens an opportunity to make meaningful connections with local services providers, so they feel safe and comfortable to seek help if they need it. Teen Outreach Worker Anna DeClercq invited AHS Addictions Counsellor Ryan Verge to present "Wings & Weed" to the teens, ahead of the legalization of cannabis. The evening created a discussion around youth cannabis use and the concerns the teens had for their friends and peers.

Community Outreach Services – April 2018

Very Merry Munsch – Parent Link hosted Wide Open Theatre for a free puppet show at the Jasper Activity Centre in April. The show, which is based on six stories by Robert Munsch, attracted 210 people. The children were encouraged to take part, dancing and singing along, as the puppets performed. Live theatre is a great way to encourage imaginative play in young children and it also provides families with an opportunity to engage with the community and connect with other families.

Teen Pride – The Jasper Pride Festival was April 19-22. Teen Outreach Worker Anna DeClercq, who coordinates Jasper's Gay Straight Alliance, collaborated with the Pride Festival Society to organize numerous teen-friendly pride events. The GSA has worked with the Pride Festival for the past four years. This year Anna organized a Teen Pride Party at the Curling Lounge. More than 30 teens participated, decorating "genderbread" cookies, watching the live performances taking place at the pride gala in the Curling Rink, dancing and enjoying food donated by Coco's Café. The teens were also visited by Ricardo Miranda, Minister of Culture and Tourism. The program's goal is to normalize all genders and sexualities, so that youth who identify as LGBTQ in our community feel supported. Events like the Teen Pride Party create a sense of community and a space for LGBTQ youth and their straight allies to build a social network where everyone feels safe and respected. Each year, Pride gives the GSA members a place where they can celebrate and be who they are, while also meeting other LGBTQ role models.

Teen Wellness – Teen Outreach Worker Anna DeClercq partnered with Jasper Wellness and SnowDome Coffee Bar to offer four teen wellness classes in April. The program offered yoga, meditation, nutrition and body image classes at the Wellness Centre, giving teens a healthy activity to participate in where they could learn new skills and gain confidence.

Presentations to New Staff – With the summer season approaching, Young Adult Outreach Worker Ian Goodge was called on by numerous businesses to provide a presentation during their staff orientations. In April alone, Ian reached more than 300 new staff, many of whom are young adults. During his presentations, he informs them about the risks associated with living in a transient mountain town and provides them with information about the resources that are available in the community, including COS and JasperLIFE, to ensure they have the best possible summer. This is a great opportunity for Ian to make a face to face connection with new staff, so they know who he is and that he's here if they need assistance.

Childcare Services – March 2018

Daycare

- 93 children enrolled
- 72 spaces are filled full time + 1 part time respite space
- 49 spaces of the 72 are occupied by children attending full time
- 23 full time spaces are occupied by 50 children who share a space
- 78 families on the waitlist – 10 families looking for immediate enrollment, 68 waiting for a future date ranging from 3-18 months away.

1. Buttercups: 0-19 months – 8 out of 8 spaces occupied – 5 spaces shared
2. Marigolds: 19 months-2.5 years – 16 out of 16 spaces occupied – 6 spaces are shared
3. Clovers: 2 years – 3 years – 11 out of 11 spaces occupied – 5 spaces are shared
3. Bluebells: 3-4 years – 16 out of 16 spaces occupied – 4 spaces are shared
4. Sunflowers: 4-5 years – 21 out of 21 spaces occupied - 3 spaces are shared

Drop In Care

- Drop In care was utilized by 6 children for a total of 15 days

Daycare

- The children participated in PJ Day and a program-wide Easter egg hunt.
- We finished up our regular skating program at the Jasper Arena in March. Three of the 5 rooms were attending weekly, some twice a week. Pete was great at accommodating the groups throughout the winter months.

Friends of Jasper Childcare

- The board is currently discussing a rewrite of the board bylaws.
- In March, the board sponsored a lunch for Out of School Care.

Out of School Care

- There were 42 children enrolled (full time 22 and drop in 20)
- The OOSC program spent more time outside in the playground enjoying the sunshine this month. The children had fun making apple ice cream, doing some sensory painting and constructing their own costumes. One of the most enjoyed activities was building a leprechaun trap for St. Patrick's Day. The children invested many afternoons adding special details to the trap and brainstorming ways to catch a leprechaun.

Childcare Services – April 2018

Daycare

- 93 children enrolled
- 72 spaces are filled full time
- 40 spaces of the 72 are occupied by children attending full time
- 32 full time spaces are occupied by 56 children who share a space
- 86 families on the waitlist – 9 families looking for immediate enrollment, 77 waiting for a future date ranging from 3-24 months away.

1. Buttercups: 0-19 months – 8 out of 8 spaces occupied – 6 spaces shared
2. Marigolds: 19 months-2.5 years - 16 out of 16 spaces occupied – 10 spaces are shared
3. Clovers: 2 years – 3 years – 11 out of 11 spaces occupied – 4 spaces are shared
3. Bluebells: 3-4 years – 16 out of 16 spaces occupied – 7 spaces are shared
4. Sunflowers: 4-5 years – 21 out of 21 spaces occupied - 6 spaces are shared

Drop In Care

- Drop In care was utilized by 4 children for a total of 4 days

Daycare

- The children in the Clover room visited a number of community helpers this month, including the hospital, dental clinic, RCMP and the Fire Department.

- Wildflowers Childcare was successful again this year in receiving an Early Learning and Child Care grant from the province. This year we received \$725,539.00 in order to improve our program and offer \$25/day care to families in Jasper.

Friends of Jasper Childcare

- The board purchased sunscreen for both Wildflowers Childcare and OOSC.

Out of School Care

- There were 38 children enrolled (full time 21 and drop in 17).
- A highlight in April was tinkering; the children love our new tinkering and woodworking station. They have been deconstructing and exploring various old electronics and discovering all the cool intricate pieces and parts inside. Some children have even challenged themselves by trying to piece them all together once they've taken them apart.
- Spring Break Camp: enrollment 28 (17 full time and 11 part time).
- The OOSC program had a busy April Spring Break making lots of Easter crafts. The children especially enjoyed experimenting with all the different ways they can dye and decorate Easter eggs. They researched all different designs and were able to experiment with natural dyes such as beets, blueberries and cabbage, as well as traditional dye. They also visited Alpine Summit Seniors Lodge where they enjoyed an ice cream social, visited with the seniors and played various card games.

Municipality of Jasper Bylaw Summary

Updated: 6/1/2018

| | Bylaw | Date Repealed | Repeals Bylaw | Replaced by Bylaw | Scheduled date for next reading | | | Certification by Parks | |
|-----|---|---------------|---------------|-------------------|---------------------------------|----------------|--------------------------|------------------------|----------------|
| | | | | | First Reading | Second Reading | Third Reading & Approval | Date Forwarded | Date Certified |
| 210 | Regional Assessment Review Board Bylaw | | 201 | | 5-Jun-18 | | | | |
| 209 | Tax Rate Bylaw 2018 | | 203 | | 15-May-18 | 15-May-18 | 5-Jun-18 | 16-May-18 | 17-May-18 |
| 208 | Jasper Municipal Storage Lot Bylaw 2018 | | 136 | | 3-April-18 | 5-Jun-18 | | | |
| 207 | Supplementary Tax Bylaw 2018 | | 200 | | 16-Jan-18 | 16-Jan-18 | 6-Feb-18 | 17-Jan-18 | 17-Jan-18 |
| 206 | Supplementary Assessment of Improvements 2018 | | 199 | | 16-Jan-18 | 16-Jan-18 | 6-Feb-18 | 17-Jan-18 | 17-Jan-18 |
| 205 | Jasper Levy and Collection of Utility Fees | | 197 | | 5-Dec-17 | 19-Dec-17 | 2-Jan-18 | 20-Dec-17 | 20-Dec-17 |
| 204 | Jasper Rotation of Ballots 2017 | | 169 | | 4-Jul-17 | 4-Jul-17 | 18-Jul-17 | 5-Jul-17 | 6-Jul-17 |
| 203 | Tax Rates 2017 | | 202 | | 4-Jul-17 | 4-Jul-17 | 18-Jul-17 | 5-Jul-17 | 6-Jul-17 |
| 202 | Tax Rates 2017 | | 194 | 203 | 16-May-17 | 16-May-17 | 30-May-17 | 16-May-17 | 19-May-17 |
| 201 | Inter-Municipal Assessment Review Board | | 139 | | 2-May-17 | 2-May-17 | 16-May-17 | 9-May-17 | 11-May-17 |
| 200 | Imposition of Suppl. Tax | | 185 | 207 | 7-Feb-17 | 7-Feb-17 | 21-Feb-17 | 8-Feb-17 | 9-Feb-17 |
| 199 | Suppl. Assess. of Improv. | | 184 | 206 | 7-Feb-17 | 7-Feb-17 | 21-Feb-17 | 8-Feb-17 | 9-Feb-17 |
| 198 | ATCO 10 year agreement | | 77 | | 20-Dec-16 | 21-Feb-17 | 7-Mar-17 | 27-Feb-17 | 28-Feb-17 |
| 197 | Utilities Fees 2017 | | 183 | 205 | 6-Dec-16 | 6-Dec-16 | 20-Dec-16 | 7-Dec-16 | 12-Dec-16 |
| 196 | Parking Authority 2017 | | 186 | | 6-Dec-16 | 6-Dec-16 | 20-Dec-16 | 7-Dec-16 | 12-Dec-16 |
| 195 | Traffic Safety Bylaw | | 104 | | 2-Aug-16 | 2-Aug-16 | 16-Aug-16 | 3-Aug-16 | 8-Aug-16 |
| 194 | Tax Rates 2016 | | 188 | 202 | 17-May-16 | 24-May-16 | 7-Jun-16 | 25-May-16 | 25-May-16 |
| 193 | Commercial Use of Public Spaces | | | | 5-Apr-16 | 5-Apr-16 | 19-Apr-16 | 6-Apr-16 | 6-Apr-16 |
| 192 | Imposition of Supplementary Tax | | 185 | 200 | 2-Feb-16 | 16-Feb-16 | 1-Mar-16 | 17-Feb-16 | 19-Feb-16 |



Certification of Municipality of Jasper
Bylaw #209
JASPER TAXATION RATES BYLAW 2018

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town Of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 209, which received first reading on the 15th day of May, 2018 and second reading on the 15th day of May, 2018 by the Council of the Municipality hereby certify with respect to Bylaw #209 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 17th day of May, 2018.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #209**

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF JASPER FOR THE 2018 TAXATION YEAR.

Contents

1. Citation
2. Definitions
3. Taxation Rates
4. Severance

WHEREAS at its meeting of March 20, 2018, the Municipality of Jasper Council prepared and adopted detailed estimates of the municipal revenues, expenditures and requisitions required for the year 2018;

AND WHEREAS the Municipality of Jasper Council amended the detailed estimates of the municipal revenues, expenditures and requisitions required for the year 2018 to include the designated industrial property assessment requisition;

AND WHEREAS the estimated expenditures, requisitions, services and surplus set out in the operating budget for the Municipality of Jasper for 2018 total \$18,456,001;

AND WHEREAS the 2018 estimated municipal revenues and transfers from all sources other than taxation are estimated at \$10,834,017 and the balance of \$7,620,143 to be raised by general municipal taxation;

AND WHEREAS the 2018 Alberta School Foundation requisition is \$4,209,089 be collected as follows:

| | 2018 Requisition | Prior Year (Over)/Under-levy | Total |
|------------------------|-------------------------|-------------------------------------|--------------------|
| Residential | \$2,105,128 | \$0 | \$2,105,128 |
| Non-Residential | \$2,103,962 | (\$133) | \$2,103,829 |
| Total | \$4,209,090 | (\$133) | \$4,208,957 |

AND WHEREAS the Council of the Municipality of Jasper has received a requisition in 2018 in the amount of \$571,880 from the Evergreens Foundation to be collected as follows:

| | 2018 Requisition | Prior Year (Over)/Under-levy | Total |
|------------------|-------------------------|-------------------------------------|------------------|
| Operating | \$197,858 | \$10,248 | \$208,106 |
| Capital | \$374,002 | \$0 | \$374,002 |
| Total | \$571,860 | \$10,248 | \$582,108 |

AND WHEREAS for the purposes of collecting the portion of the requisition defined in section 326(1)(a)(vi) of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 and amendments thereto, the Chief Administrative Officer is hereby authorized to impose the tax rate set by the Minister in accordance with section 359.3 of the Act on the assessed value of all taxable designated industrial property shown on the 2018 assessment roll of the Municipality of Jasper for 2018 total \$1,841.39;

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions;

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the Alberta School Foundation requisition;

AND WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property subject to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 and amendments thereto;

AND WHEREAS the assessed value of all property in the Municipality of Jasper as shown on the current assessment roll is:

| Assessment for | Education | Municipal | Evergreens | DIP |
|--|------------------------|------------------------|------------------------|---------------------|
| Residential | \$859,023,880 | \$863,586,650 | \$859,023,880 | |
| Non-Residential | \$595,127,880 | \$597,654,980 | \$613,982,440 | |
| Electric Power Generation Machinery & Equipment GIL – Parklands | | \$ 20,280,160 | | |
| DIP Assessment Requisition Properties | | | | \$53,876,590 |
| Total | \$1,454,151,760 | \$1,481,521,790 | \$1,473,006,320 | \$53,876,590 |

NOW THEREFORE be it resolved that the Council of the Municipality of Jasper in the Province of Alberta, duly assembled, enacts:

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #209, the “Jasper Taxation Rates Bylaw 2018”.
- 1.2 The Municipality of Jasper Bylaw #203, the “Jasper Taxation Rates Bylaw 2017” is hereby repealed.

2. DEFINITIONS

- 2.1 In this Bylaw:
 - 2.1.1 “Chief Administrative Officer” shall mean the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
 - 2.1.2 “Council” shall mean the Council of the Municipality of Jasper;
 - 2.1.3 “Municipality” and “Municipality of Jasper” shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
 - 2.1.4 “Rural Properties” shall mean those properties located outside the boundaries of the Town of Jasper but inside the boundaries of the Municipality of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001; and

2.1.5 "Urban Properties" shall mean those properties located within the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001.

3. TAXATION RATES

3.1 The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Municipality of Jasper:

| | Urban | Rural |
|---|--------------|--------------|
| Residential | | |
| Evergreens | 0.000395 | 0.000395 |
| Education | 0.002451 | 0.002451 |
| Municipal | 0.002366 | 0.00099 |
| | 0.005212 | 0.003836 |
| Lake Edith (7 months) | | |
| Evergreens | - | 0.000395 |
| Education | - | 0.002451 |
| Municipal | - | 0.000578 |
| | | 0.003424 |
| Non-Residential | | |
| Evergreens | 0.000395 | 0.000395 |
| Education | 0.003535 | 0.003535 |
| Municipal | 0.012068 | 0.005051 |
| | 0.015998 | 0.008981 |
| M&E Electrical Residual PILT | | |
| Evergreens | 0.000395 | 0.000395 |
| Education (Exempt) | - | - |
| Municipal | 0.012068 | 0.005051 |
| | 0.012463 | 0.005446 |
| DIP Assessment Requisition on DIP Properties | | |
| DIP Requisition Applied to DIP Properties | - | 0.000034 |
| | - | 0.000034 |

4. SEVERANCE

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

COMING INTO EFFECT

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

GIVEN FIRST READING THIS 15th DAY OF MAY, 2018

GIVEN SECOND READING THIS 15th DAY OF MAY, 2018

GIVEN THIRD AND FINAL READING THIS DAY OF , 2018

Mayor

Chief Administrative Officer

**MUNICIPALITY OF JASPER
BYLAW #208**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO
PROVIDE FOR THE REGULATION AND CONTROL OF MUNICIPAL STORAGE LOTS.**

WHEREAS the Council of the Municipality of Jasper finds it desirable to regulate the use of Municipal storage lots in the Town;

AND WHEREAS Council finds it desirable to offset the cost to the taxpayer of operating Municipal storage lots by requiring persons using such lots to pay a fee for such use;

AND WHEREAS the *Municipal Government Act* (RSA 2000, cM-26) provides in Part 2 for the Council of the Specialized Municipality of Jasper to pass bylaws respecting the regulation and control of the operations of a Municipality;

NOW THEREFORE BE IT RESOLVED that the Council of the Specialized Municipality of Jasper, in the Province of Alberta, duly assembled, enacts:

1. CITATION

- 1.1. This Bylaw may be cited as the "Jasper Municipal Storage Lot Bylaw 2018".
- 1.2. Municipality of Jasper bylaw #136, the "Jasper Municipal Storage Lot Bylaw 2010A" is hereby repealed.

2. DEFINITIONS

- 2.1. In this Bylaw:
 - 2.1.1. "*Annual Storage Agreement*" shall mean the Annual Storage Agreement provided for in this bylaw;
 - 2.1.2. "*Bylaw Enforcement Officer*" shall mean a person appointed by the Chief Administrative Officer as a Bylaw Enforcement Officer pursuant to the provisions of the Jasper Municipal Enforcement Officer Bylaw;
 - 2.1.3. "*Licensing and Enforcement Manager*" shall mean the Municipality of Jasper's Licensing and Enforcement Manager as appointed by the Chief Administrative Officer, or his designate;
 - 2.1.4. "*Motor Vehicle*" means a motor vehicle as defined in the *Traffic Safety Act* (RSA 2000, cT-6);
 - 2.1.5. "*Chief Administrative Officer*" shall mean the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any Person authorized to act for and in the name of that individual;
 - 2.1.6. "*Municipality*" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
 - 2.1.7. "*Owner*" means, with respect to a motor vehicle, a person who holds a subsisting certificate of registration issued pursuant to provisions of the *Traffic Safety Act* (RSA 2000, cT-6) or, in the case of a motor vehicle no longer the subject of such a valid certificate of registration, the person named as the Owner in the most recently issued certificate of registration unless that person can provide proof of sale of the motor vehicle;

- 2.1.8. *“Registration Fee”* shall mean the Registration Fee established pursuant to this Bylaw;
- 2.1.9. *“Trailer”* shall mean a Vehicle so designed that it may be attached to or drawn by a motor Vehicle and intended to transport property or persons and includes any Trailer that is designed, constructed and equipped as a dwelling place, living abode or a sleeping place either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of Roadways;
- 2.1.10. *“Municipal Storage Lots”* shall mean the storage lots used by the Municipality and located in the Town of Jasper at:
 - 2.1.10.1. Block S, Lots 26 & 27;
 - 2.1.10.2. Block S, Lots 1 & 2; and
 - 2.1.10.3. Block S, Lots 47, 48 & 49.
- 2.1.11. Words importing the masculine gender shall include the feminine gender whenever the context so requires and vice versa.
- 2.1.12. Words importing the singular shall include the plural whenever the context so requires and vice versa.

3. STORAGE LOTS

- 3.1. Subject to Section 3.2 herein, municipal storage lots shall be operated by the Licensing and Enforcement Manager who is authorized by this Bylaw to:
 - 3.1.1. designate specific lots or portions of lots for use by specific types of vehicles; and
 - 3.1.2. make such operational decisions as may be required for efficient and effective operation of the Storage Lots.
- 3.2. The Chief Administrative Officer is authorized by this Bylaw to delegate operation of the Storage Lots to a non-profit society or association.

4. USER ELIGIBILITY

- 4.1. Every person storing property in a Municipal Storage Lot shall:
 - 4.1.1. Be an eligible resident of the Municipality of Jasper as defined in the *National Parks Lease and Licence of Occupation Regulations* (1991) SOR/92-25, and provide proof thereof upon request;
 - 4.1.2. Maintain a current and signed Annual Storage Agreement and abide by the terms and requirements of such agreement; and
 - 4.1.3. Pay the applicable fees as set out in Schedule “A” of this Bylaw.
- 4.2. Any person who does not meet, or ceases to meet, the requirements set out in Section 4.1 herein shall be ineligible to store property in a Municipal Storage Lot.

5. PROPERTY CONDITIONS

- 5.1. All property stored in a Municipal Storage Lot shall meet the conditions herein.
- 5.2. Every Motor Vehicle, self-propelled recreational vehicle, Trailer, truck and camper combination, and boat and Trailer combination stored in a Municipal Storage Lot shall at all times when within such lot be:
 - 5.2.1. the subject of an Annual Storage Agreement, renewable by October 15 of each year;
 - 5.2.2. marked as required by the Licensing and Enforcement Manager;
 - 5.2.3. roadworthy as described in applicable Alberta provincial legislation;
 - 5.2.4. legally and properly registered with the Province of Alberta for use on public roadways;
 - 5.2.5. the subject of valid insurance sufficient to allow it to be legally operated on a public roadway; and
 - 5.2.6. the subject of valid insurance for fire, theft and vandalism.
- 5.3. Every truck camper not stored on a truck and every boat not stored on a Trailer in a Municipal Storage Lot shall at all times be:
 - 5.3.1. the subject of an Annual Storage Agreement;
 - 5.3.2. marked as required by the Licensing and Enforcement Manager; and
 - 5.3.3. the subject of valid insurance for fire, theft and vandalism.
- 5.4. If property insurance or motor vehicle registration lapses prior to the annual renewal date of the storage agreement respecting such property or vehicle, the onus shall be on the owner to ensure that the Licensing and Enforcement Manager is provided with the renewed registration or insurance documents.
- 5.5. Any unregistered motor vehicle or uninsured property of any kind stored in municipal lots will be considered abandoned in a public place and will be seized by the Municipality and disposed of as provided for by law.

6. REGISTRATION FEE

- 6.1. Every Motor Vehicle, self-propelled recreational vehicle, Trailer, boat and Trailer combination, truck and camper combination, camper not stored on a trailer and boat not stored on a trailer or other property stored in a Municipal Storage Lot shall be subject to the annual Registration Fee specified in Schedule "A" of this Bylaw;
- 6.2. Every Registration Fee payable for placement of property on a Municipal Storage Lot pursuant to Section 6.1 herein shall be paid in advance of placement of such property in the lot or, in the case of property already stored in the lot by October 15 of each year.

7. CAPACITIES

- 7.1. In recognition of the finite capacity of the Municipal Storage Lots, the Licensing and Enforcement Manager shall determine in his sole discretion when a Storage Lot has reached capacity and is

unable to accommodate additional property and, in the event that demand for storage exceeds available capacity, he shall determine what property or properties can be accommodated in the lots.

8. PROCEDURE FOR POTENTIAL LOT CLOSURES

- 8.1. In the event Council ceases operating Municipal Storage Lots, owners of property stored in the lots shall be notified on or about April 1st of the year in which operations will cease that their property must be removed from the lot within ninety (90) days of notification.
- 8.2. In the event an Owner fails to remove property in respect of which notice is provided pursuant to Section 8.1 herein within the specified period such property shall be considered abandoned in a public place and shall be seized by the Municipality and disposed of as provided for by law.

9. FORFEITURE OF PROPERTY

- 9.1. In respect of any property left in any Municipal Storage Lot in contravention of any provision of this Bylaw the Licensing and Enforcement Manager shall forward to the address provided by the property Owner in that Owner's Annual Storage Agreement a registered letter providing the property owner with notice that his or her property must be removed from the lot within sixty (60) days.
- 9.2. Should a property Owner fail to remedy any and all contraventions of this bylaw within sixty (60) days of provision of notice pursuant to Section 9.1 herein, the property in respect of which the contraventions have occurred shall be forfeit to the Municipality and the Municipality shall dispose of the property in such manner as it deems appropriate.

10. PENALTIES

- 10.1. Any Person who contravenes this Bylaw is guilty of an offence.
- 10.2. Any Person contravening the provisions of this Bylaw shall be liable for penalties set out in such section or set out in Schedule "B" of this Bylaw.
- 10.3. A notice or form commonly called an Offence Ticket having printed wording approved by the Chief Administrative Officer, may be issued by a Bylaw Enforcement Officer to any person alleged to have breached any provision of this Bylaw, and the said notice shall require the payment to the Municipality of Jasper in the amount specified in this Bylaw or the regulations pursuant to the *Provincial Offences Procedure Act* (RSA 2000, cP-34).
- 10.4. An Offence Ticket shall be deemed to be sufficiently served:
 - 10.4.1 if served personally on the accused; or
 - 10.4.2 if mailed to the address of the Owner or person accused.
- 10.5. In lieu of prosecution, the person named in the Offence Ticket may elect to voluntarily make payment to the Municipality of Jasper in the amount of the specified penalty.
- 10.6. If the payment specified in the Municipality of Jasper Offence Ticket is not paid in accordance with the terms and in the timeframe required by the ticket, a prosecution may be commenced for the alleged contravention of this Bylaw.

10.7 Except as provided otherwise in this Bylaw, a Person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not more than \$65.00 and, in default, such penalties as are provided for by the *Provincial Offences Procedure Act* (RSA 2000, cP-34).

11. SEVERANCE

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

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

12. COMING INTO EFFECT

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

12.2. At the time of coming into effect of this bylaw, the provisions of this bylaw shall apply to all property stored in a Municipal storage lot.

READ a first time this 3rd day of April, 2018

READ a second time this day of , 2018

READ a third time and finally passed this day of , 2018

Mayor

Chief Administrative Officer

SCHEDULE "B"

Penalties

| <u>Section</u> | <u>Description</u> | <u>Amount</u> |
|----------------|----------------------------------|---------------------------|
| 6.2 | Late payment of Registration Fee | \$65.00 |
| 9.2 | Forfeiture of Property | Cost of disposal plus 25% |

**MUNICIPALITY OF JASPER
BYLAW #210**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO
ESTABLISH A REGIONAL ASSESSMENT REVIEW BOARD.**

WHEREAS pursuant to s. 454 of the *Municipal Government Act* (RSA 2000, cM-26), a council must by bylaw establish a Local Assessment Review Board (LARB) and a Composite Assessment Review Board (CARB).

AND WHEREAS pursuant to s. 455 of the *Municipal Government Act* (RSA 2000, cM-26), two or more Councils may agree to jointly establish a LARB and a CARB to have jurisdiction in their municipalities as a Regional Assessment Review Board.

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

1. CITATION

- 1.1. This Bylaw may be cited as the "Regional Assessment Review Board Bylaw".
- 1.2. Municipality of Jasper bylaw #201, the "Inter-Municipal Assessment Review Board" is hereby repealed.

2. DEFINITIONS

- 2.1. In this Bylaw:
 - 2.1.1. "*Board*" shall mean the West Yellowhead Regional Assessment Review Board.
 - 2.1.2. "*Clerk*" shall mean the clerk appointed by each Partner Municipality to carry out the administrative functions of their municipality's Board activities;
 - 2.1.3. "*Council*" shall mean the municipal council of each respective Partner Municipality.
 - 2.1.4. "*Designated Clerk*" shall mean the person appointed to carry out the duties and functions of the clerk of the Regional Assessment Review Board in accordance with s. 456 of the *Municipal Government Act* (RSA 2000, cM-26), jointly appointed by the Councils of the Partner Municipalities;
 - 2.1.5. "*Designated Chair*" shall mean the person appointed to carry out the duties and functions of the chair of the Regional Assessment Review Board in accordance with s. 454 of the *Municipal Government Act* (RSA 2000, cM-26), jointly appointed by the Councils of the Partner Municipalities.
 - 2.1.6. "*Member*" shall mean a member of the Regional Assessment Review Board;
 - 2.1.7. "*Minister*" shall mean the Minister determined by the Province to be responsible for the *Municipal Government Act* (RSA 2000, cM-26);
 - 2.1.8. "*Partner Municipality*" shall mean the Specialized Municipality of Jasper, Town of Hinton, Town of Edson and the Town of Grande Cache, who have agreed to jointly establish the Regional Assessment Review Board;
 - 2.1.9. "*Presiding Officer*" shall mean the Member of a LARB designated to chair the meeting;

- 2.1.10. "Provincial Member" shall mean a person appointed as a Provincial Member to a CARB by the Minister;

3. PARTNER MUNICIPALITIES

- 3.1 The Specialized Municipality of Jasper and the Partner Municipalities hereby jointly establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and a Composite Assessment Review Board (CARB) to have jurisdiction in their municipalities.

4. REGIONAL BOARD REVIEW COMMITTEE

- 4.1 The Regional Board Review Committee shall consist of the Clerks from each Partner Municipality.
- 4.2 The Regional Board Review Committee will hold an annual meeting for the Clerks to review the CARB and LARB roles and requirements for the year.

5. ESTABLISHMENT OF BOARDS

- 5.1 The following West Yellowhead Regional Assessment Review Boards are hereby established:
- 5.1.1 One or more LARBs that consist of one Member;
 - 5.1.2 One or more LARBs that consist of three Members;
 - 5.1.3 One or more CARBs that consist of one Provincial Member; and
 - 5.1.4 One or more CARBs that consist of one Provincial Member and two Members.

6. APPOINTMENT OF BOARD MEMBERS

- 6.1 Each municipality shall be responsible to appoint two (2) or more Members to the LARBs and CARBs pursuant to this bylaw. Provided the members have taken the necessary training, the same individuals may be appointed to a LARB and CARB.
- 6.2 Each municipality may appoint one Member of their Council to the LARBs and CARBs pursuant to this bylaw. Provided they have taken the necessary training, Council Members may be appointed to a LARB and CARB.
- 6.3 Each municipality must rescind an appointment if the Member: (i) fails to successfully complete the training program set by the Minister; (ii) does not live up to their commitment to attend hearings; (iii) is no longer eligible pursuant to the Act and regulations passed thereto; or (iv) breaches the pecuniary interest provisions in s. 480 of the *Municipal Government Act* (RSA 2000, cM-26).

7. TERM OF APPOINTMENT

- 7.1 If a vacancy on the Board occurs at any time, the Regional Board Review Committee, through their respective municipal Councils, may appoint a new person to fill the vacancy for the remainder of that term.
- 7.2 A Member may be reappointed to the Board at the expiration of his or her term.
- 7.3 A Member may resign from the Board at any time on written notice to the Designated Clerk to that effect.
- 7.4 Each municipality shall have the right to rescind the appointment of their Board member.

7.5 Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

8. PRESIDING OFFICER

8.1 The Members of every Board established under section 5.1.2 of this bylaw will select a Presiding Officer from among themselves who will:

8.1.1 Preside over and be responsible for the conduct of hearings;

8.1.2 Vote on matters submitted to the Board unless otherwise disqualified; and

8.1.3 Sign orders, decisions, and documents issued by the Board.

9.0 JURISDICTION OF THE BOARD

9.1 The Board shall have jurisdiction to exercise the functions of a LARB and the functions of a CARB under the provisions of the *Municipal Government Act* (RSA 2000, cM-26) in respect to assessment complaints made by taxpayers of a Partner Municipality.

10.0 DESIGNATED CHAIR

10.2 On a rotating basis between Partner Municipalities, Board Members will select a Designated Chair from among themselves and provide this recommendation for approval to the Councils of the Partner Municipalities.

10.3 Councils of the Partner Municipalities must jointly appoint one Board Member as Designated Chair and must jointly prescribe the Designated Chair's term of office and remuneration and expenses.

11.0 DESIGNATED CLERK

11.1 Councils of the Partner Municipalities must jointly appoint a Designated Clerk for the Regional Assessment Review Board.

11.2 The Designated Clerk, whenever possible, will be selected from the same municipality as the Designated Chair and be appointed for the same term of office.

12.0 HEARINGS

12.1 Hearings will be held at such time as determined by the Designated Clerk, in the municipality where the property under complaint is located.

12.2 Each Partner Municipality shall provide, at their expense, adequate facilities for the hearings in their municipality.

12.3 The proceedings of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act* (RSA 2000, cF-25) and the *Municipal Government Act* (RSA 2000, cM-26).

12.4 The Designated Clerk shall attempt to have a majority of Members who do not reside in the municipality in which the property under complaint is located.

13.0 FEES

13.1 The fees payable pursuant to s. 481(1) of the *Municipal Government Act* (RSA 2000, cM-26) shall be those established by each Partner Municipality for property located in that municipality, provided

that such fees do not exceed the maximum fees set out in the *Matters Relating to Assessment Complaints Regulation Alberta Regulation* (AR 201/2017).

14.0 COSTS AND REMUNERATION

- 14.1 Each Partner Municipality shall pay for administrative costs associated with the operations of the Board in their respective municipality, including remuneration for Members, the costs associated with any Provincial Members, and any legal fees.
- 14.2 Unless otherwise determined by the Partner Municipality which appointed the Member, Members shall receive remuneration for training sessions, meetings, decision writing, reviewing draft decisions, and hearings in accordance with the meeting fees set for municipal councillors in the respective Partner Municipality.

15.0 DISPUTE RESOLUTION

- 15.1 In the event that a dispute arises between any of the Partner Municipalities regarding any of the clauses in this Bylaw, or over a financial matter regarding the operation of the LARBs or CARBs, the Chief Administrative Officers of the Partner Municipalities shall meet to consider the matter.
- 15.2 The decision of the panel of Chief Administrative Officers will be final.

16.0 SEVERANCE

- 16.1 If any provision herein is found to be invalid by a court of competent jurisdiction, it shall be severed from the remainder of this Bylaw and shall not invalidate the whole bylaw.

17.0 COMING INTO EFFECT

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

READ a first time this day of , 2018

READ a second time this day of , 2018

READ a third time and finally passed this day of , 2018

Mayor

Chief Administrative Officer



REQUEST FOR DECISION

Subject: Appointment to Culture and Recreation Board
Prepared by: Kayla Byrne, Legislative Services Coordinator
Reviewed by: Christine Nadon, Legislative Services Manager
Date – Notice: June 5, 2018
Date – Decision: June 19, 2018

Recommendation:

That Council appoint Sandy Robinson to the Culture and Recreation Board for a term commencing immediately until December 31, 2020.

Options:

That Council not appoint Sandy Robinson to the Culture and Recreation Board and re-advertise the board's vacancy.

Background:

Sandy Robinson was originally appointed to the Culture and Recreation Board in January of 2012. His term concluded on Dec. 31 2017. According to Procedure Bylaw #190 a member-at-large who has served two consecutive three-year terms shall be ineligible for reappointment for one calendar year after the expiry of the most recent term, unless there are no other qualified applicants, in which case the member-at-large may be reappointed three months after the expiry of their most recent term.

Despite advertising board and committee vacancies in local publications and on the municipal website there have been no other applications to the Culture and Recreation Board since January 2018, leaving the board with one vacancy. Adhering to Procedure Bylaw #190 Sandy Robinson sent in an application on May 14, 2018:

| Applicant | Board/Committee | Term |
|------------------|------------------------|-------------------------|
| Sandy Robinson | Culture and Recreation | Jan. 1 to Dec. 31, 2020 |

The Jasper Culture and Recreation Board is involved with the provision of a broad range of culture and recreation programs and the operation of recreational grounds, parks, the Activity Centre, the Arena and the Aquatic Centre. Terms of appointment are for three years, commencing January 1.

The application was also forwarded to Council's HR Committee for consideration.

Relevant Legislation:

- Procedure Bylaw #190: Terms of Reference – Culture and Recreation Board

Strategic Relevance:

- Governance – Provide quality municipal services to the community; Provide open, accountable and accessible government.
- Communications – Increase opportunities for public engagement.

Financial:

- There is no remuneration for sitting on Council's boards or committees.

Communications:

- Legislative Services will notify the applicant and the Culture and Recreation Board if the applicant is appointed. Should Council choose to re-advertise the board's vacancy, advertising will take place on the municipal website.

Attachments:

- Current list of committee members on the Culture and Recreation Board.

Municipality of Jasper

Boards & Committees 2018

Culture and Recreation Board



| Member | Original appt. date | Term commencing | Term concluding | Eligible for further term |
|-------------------------|---------------------|-----------------|-----------------|---------------------------|
| Vacant | | | | |
| Marianne Garrah | March 17, 2015 | Jan. 1, 2018 | Dec. 31, 2020 | No |
| I-Hsuan Chen | Dec. 15, 2015 | Jan. 1, 2016 | Dec. 31, 2018 | Yes |
| Rick Bidaisee | Dec. 20, 2016 | Jan. 1, 2017 | Dec. 31, 2019 | Yes |
| Judy Matthewson | Dec. 20, 2016 | Jan. 1, 2017 | Dec. 31, 2019 | Yes |
| Greg Van Tighem | March 6, 2012 | Jan. 1, 2017 | Dec. 31, 2019 | Yes |
| Councillor Scott Wilson | Reviewed annually | | | |



INFORMATION REPORT

Subject: Cost of hosting the 2015 Alberta/Japan Twinned Municipalities Association conference and annual general meeting

Prepared by: Kayla Byrne, Legislative Services Coordinator

Reviewed by: Christine Nadon, Legislative Services Manager

Date – Discussion: June 5, 2018

Information:

The Municipality of Jasper hosted the Alberta/Japan Twinned Municipalities Association conference and annual general meeting on June 26 and 27, 2015. About 75 guests attended the event, including representation from Hanna, Lacombe, Lethbridge, Taber and other municipalities a part of the association. The event's attendees also included the Deputy Mayor of Hakone and the Consulate-General of Japan in Calgary.

The cost of the event was approximately \$5,000, which included the rental fees associated with the Chateau Jasper's Tête Jaune Room, a welcome reception, entertainment, a breakfast and lunch buffet, and a group photo.

Attachments:

- The 2015 A/JTMA conference and AGM itinerary.



**Alberta/Japan
Twinned Municipalities Association
Conference and AGM
&
35th Anniversary of the Alberta/Hokkaido Twinning
Relationship
June 26th and 27th, 2015
Jasper, Alberta
“The Magic of Friendship”**

Friday, June 26th, 2015

- **7:00 pm Registration (Chateau Jasper Tete Jaune Room)**
- **7:15 pm Welcome Reception and Meet & Greet**
 - **Councillor Brian Nesbitt, Conference Chairman – Welcome remarks**
 - **Derrick Campbell, President of AJTMA – Welcome remarks**
 - **Jim Eglinski, MP for Yellowhead Constituency – Welcome remarks**
- **7:45 pm – Magic Show with Ryan Lackey, Magician**

Mix and mingle until 9:00 p.m.

A bar will be open and each delegate will receive a free drink ticket.

Finger foods will be served during the evening



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Saturday, June 27th, 2015

8:00 – 9:00 am Buffet Breakfast (Chateau Jasper Tete Jaune Room)

9:00 – 10:10 am OPENING CEREMONIES

- **Welcome by Conference Chairman Brian Nesbitt**
- **Singing of National Anthems**
- **Greetings from Honoured Guests**
 - **Mayor of Jasper, Richard Ireland**
 - **Deputy Mayor of Hakone Hiroyuki Katsumata**
 - **President of Hakone Int. Exchange Assoc –
Masanori Morimoto**
- **Consul General Ryosaku Tamura**

10:15 am Refreshment Break



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**10:30 am HISTORY – Jasper/Hakone SisterCity Relationship
Twining of Town of Hakone and Municipality of Jasper
Presenters: Mayor of Jasper, Richard Ireland &
Deputy Mayor of Hakone Hiroyuki Katsumata**

11:00 am KEYNOTE ADDRESS

- **Linda Hawk, Director, International & Intergovernmental Relations**
 - i. **The Alberta Perspective**
 - ii. **Are there new directions and/or expectations for Twinning Societies and the A/JTMA?**
- **After the keynote address, and a short question and answer period, the Conference will go into discussions for approximately 15 minutes**



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- **11:30 am GROUP PHOTO (outside)**
- **12 noon to 1:00 pm Buffet Lunch Chateau Jasper Tete Jaune Room**

Lunch Entertainment by Brian Lackey

Municipality of Jasper

List of recommendations
Regular meeting, Tuesday, June 5, 2018



1. Additions to agenda

BE IT RESOLVED THAT Council agree to add/delete the following items to today's regular meeting agenda.

2. Approval of agenda

BE IT RESOLVED THAT Council approve the agenda for the regular meeting of Tuesday, June 5, 2018 as presented.

3. Approval of minutes

BE IT RESOLVED THAT Council approve the minutes for the May 15, 2018 regular Council meeting as presented.

4. Tax Rate Bylaw 2018 – 3rd reading

BE IT RESOLVED THAT Council read, for the third and final time, Bylaw 209 – Taxation Rates Bylaw 2018, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2018 taxation year.

5. Jasper Municipal Storage Lot Bylaw 2018 – 2nd reading

BE IT RESOLVED THAT Council read, for the second time, Bylaw #208 – the Jasper Municipal Storage Lot Bylaw 2018, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the regulation and control of municipal storage lots.

6. Regional Assessment Review Board Bylaw – 1st reading

BE IT RESOLVED THAT Council read, for the first time, Bylaw #210 – Regional Assessment Review Board Bylaw, being a bylaw of the Municipality of Jasper in the province of Alberta to establish a regional assessment review board.

7. Adjournment

BE IT RESOLVED THAT, there being no further business, the regular meeting of June 5, 2018 be adjourned at _____ p.m.