

**MUNICIPALITY OF JASPER
COMMITTEE-OF-THE-WHOLE MEETING**

DATE: Tuesday, February 11, 2014
 PLACE: **ESB meeting room**
 TIME: 9:30 a.m.

A G E N D A

- 1.0 Call to Order
- 2.0 Additions to Agenda
- 3.0 Approval of Agenda
 - 3.1 February 11, 2014
- 4.0 Approval of Minutes
 - 4.1 January 14, 2014 attachment
- 5.0 Business arising from previous meeting
- 6.0 2014 Budget discussion
- 7.0 Brief Updates
 - 7.1 Bylaw #174 – Parking attachment
 - 7.2 Land Use and Planning attachment
- 8.0 Upcoming Events
 - Feb 20/21 Council & Directors Retreat at Pyramid Lake Resort
 - Feb 28 Small Business Awards, Radisson Edmonton South
 - Feb 28 PJ Day and Breakfast Television
 - Mar 6 Mayors' Caucus Meetings, Edmonton
 - Mar 7 French Flag Raising

Adjournment

Committee of the Whole Meeting

Tuesday, January 14, 2014

Present	Mayor Richard Ireland, Deputy Mayor Brian Nesbitt, Councillor Gilbert Wall, Councillor Helen Kelleher-Empey
Absent	Councillor Dwain Wacko, Councillor Rico Damota
Also present	Alice Lettner, Beryl Cahill, Christine Nadon, Bruce Thompson
Call to Order	The Mayor called the meeting to order at 8:35 a.m.
Additions to Agenda	No additions to agenda.
Approval of Agenda	Agenda approved as presented Moved by Deputy Mayor Nesbitt. Carried
Approval of Minutes	Minutes of December 10, 2013 committee meeting approved as presented, Moved by Councillor Wall. Carried
Business Arising	None
Jasper Event Strategy	Council received the Jasper Event Strategy proposal. Discussion on budget implications. Mayor Ireland reported that Tourism Jasper is not quite sure what they want. If Municipality agrees to be the host organization, this will have serious budget implications, and will require a lot of staff time and money to make this work. The Event Strategy will be on the January 21 regular meeting agenda for discussion and possible decision.
Admin Van & Compensation	Councillor Damota had requested this item be placed on today's agenda, however, the councillor was not present at the meeting.
Town signage	Councillor Damota had requested this item be placed on today's agenda, but the councillor was not present at the meeting. Alice Lettner will report back to Council on work currently being done on town signage. At present, Jasper Celebrates banners are being installed by Atco on main street light standards.
Committee-of-the-Whole mtg schedule	Councillor Damota is currently putting forward a motion to change the current schedule of one committee meeting per month to two. Councillor Damota to speak to this motion at the January 21 regular meeting.

- Reuse-It Centre** Councillor Arsenault is in favour of keeping the Reuse-It Centre. She thinks that Council could accept Janet Cooper's budget and would like to see the Reuse-It Centre continue in 2014. Discussion on budget, the Society's role, work plan.
- Budget 2014** Director of Operations Bruce Thompson clarified that no new positions were being proposed but that some positions had been vacated but not filled, pending the results of the Service and Structural Review.
- General discussion took place on capitalization, Culture & Recreation budget, Zamboni replacement and other big ticket items. Also discussed were the Edson Airport proposal, utility bills, benchmarking, governance agreement, and banner programme.
- Upcoming Events** Mayor Ireland advised that he has been asked to give a "State of the Municipality" address at the May Chamber meeting.
- The Municipality's auditors will be here to do the 2013 audit the week of February 17th, and will attend the second regular meeting in April to present their report.
- Adjournment** There being no further business, the meeting was adjourned at 11:45 a.m.

**Municipality of Jasper
Bylaw #174**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO
ESTABLISH THE MUNICIPALITY OF JASPER PARKING AUTHORITY 2014**

Contents

1. Citation
2. Definitions
3. Parking Authority
4. Parking Authority Contributions
5. Parking Stall Value
6. Revenues and Operations
7. Notice
8. Severance

PURPOSE

WHEREAS the provisions of the Municipal Government Act, R.S.A. 2000, c-M-26 provide that a council may regulate and control public parking in the Municipality of Jasper;

AND WHEREAS pursuant to the Canada National Parks Act, the Parks Canada Agency may regulate and control commercial and residential parking located on-site with new developments in the Municipality of Jasper;

AND WHEREAS the Parks Canada Agency may waive or set aside all or part of an on-site parking requirement when equal parking can be obtained from a parking authority;

NOW THEREFORE, THE COUNCIL OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Citation

- 1.1 This bylaw may be cited as the "Jasper Parking Authority Bylaw 2014".

2. Definitions

- 2.1 In this bylaw:
 - 2.1.1 "CAO" shall mean the chief administrative officer of the Municipality of Jasper and includes any person authorized to act for or in the name of the chief administrative officer;
 - 2.1.2 "leaseholder" shall mean a grantee or a person or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railway, and shall mean Jasper National Park of Canada in respect of lots or land parcels held by the Crown;
 - 2.1.3 "Municipality" shall mean the Municipality of Jasper;
 - 2.1.4 "parking authority" shall mean the Municipality of Jasper parking authority established by this bylaw;
 - 2.1.5 "parking stall" shall mean a paved, asphalted or concrete surfaced space intended for the temporary parking or storage of a vehicle, accompanied with adequate provision for the ingress and egress of such vehicle, accessible to members of the public, and measuring not less than 2.73m in width by 6.06m;
 - 2.1.6 "person" shall mean an individual, society, partnership or corporation;
 - 2.1.7 "Superintendent" shall mean the Superintendent of Jasper National Park of Canada;
 - 2.1.8 "vehicle" shall mean a device in, on, or by which any person or property may be transported or drawn on land;

3. Parking Authority

- 3.1 Council hereby:
 - 3.1.1 establishes the parking authority;
 - 3.1.2 designates the CAO to be responsible for the management and operation of the parking authority; and
 - 3.1.3 authorizes the parking authority to accept contributions for, and to provide not more than 140 parking stalls in the Municipality.

4. Parking Authority Contribution

- 4.1 Every person contributing to the parking authority shall:
 - 4.1.1 be a leaseholder possessing a valid Parks Canada development permit;
 - 4.1.2 have been granted a Parks Canada variance of onsite parking for such development; and
 - 4.1.3 contribute to the parking authority for each of the parking stalls specified in such waiver or relaxation, the amount specified in Schedule "A" herein.
- 4.2 The CAO shall issue to every person contributing to the parking authority an accounting detailing the amount of the contribution, the value of a parking stall as specified in Schedule "A" herein and, by dividing the amount of the contribution by the value of a parking stall, as specified in Schedule "A" herein, the number of stalls or parts thereof with respect to which the contribution has been made.
- 4.3 Notwithstanding the provisions of section 4.1, Jasper National Park of Canada may contribute to the parking authority:
 - 4.3.1 on behalf of persons who have promised to contribute to the parking authority as a condition of development approval for developments completed prior to the coming into force of this bylaw;
 - 4.3.2 in amounts calculated by multiplying the number of parking stalls specified in each promised contribution by the value of a parking stall as specified in Schedule "A"; and
 - 4.3.3 Jasper National Park of Canada shall not be held liable for unpaid contributions.
- 4.4 Notwithstanding the provisions of sections 4.1 and 4.3, the parking authority may accept contributions from persons:
 - 4.4.1 who have undertaken to Jasper National Park of Canada to contribute to a parking authority as a condition of development approval for developments completed prior to the coming into force of this bylaw; and
 - 4.4.2 in amounts calculated by multiplying the number of parking stalls specified in each promised contribution by the value of a parking stall as specified in Schedule "A"; and
 - 4.4.3 Jasper National Park of Canada shall not be held liable for unpaid contributions.
- 4.5 Parking authority contributions made pursuant to section 4.1 shall become payable by the leaseholder to the Municipality prior to the Superintendent issuing a building permit for the leasehold to which the levies apply and shall be in addition to other levies, fees or charges required by the Superintendent as a condition of development.

5. Parking Stall Value

- 5.1 The value of a parking stall shall be:
 - 5.1.1 as calculated on the best available estimate of the actual cost of provision of parking stalls as determined from time to time by Council and including:
 - 5.1.1.1 subgrade preparation;
 - 5.1.1.2 paving;
 - 5.1.1.3 lighting;
 - 5.1.1.4 storm drainage;
 - 5.1.1.5 associated curbs, gutters and sidewalks;
 - 5.1.1.6 access and egress requirements;

- 5.1.1.7 landscaping; and
- 5.1.2 as specified in Schedule "A".
- 5.1.3 The value of a parking stall shall be adjusted annually on or about the first day of January by increasing the cost charged in the previous calendar year by a factor equal to the most recently published Statistics Canada annual "all goods and services" Consumer Price Index figure for the Province of Alberta. The revised cost shall be published by the Municipality.

6. Revenues and Operations

- 6.1 Parking authority revenues shall be used only for the purpose of providing parking stalls in the Municipality.
- 6.2 The CAO shall place all unexpended parking authority revenues in a parking authority reserve fund.
- 6.3 Every parking stall provided by the parking authority shall, upon completion, become the property and responsibility of the Municipality and shall be operated and maintained to the same standards as other off-street public parking stalls in the care and control of the Municipality.

7. Notice

- 7.1 Any notice provided for in this bylaw shall be in writing.

8. Severance

- 8.1 If any section of this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

COMING INTO FORCE AND REPEAL

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

Bylaw #170, Jasper Parking Authority Bylaw 2013 is hereby repealed.

READ a first time this day of February 2014

READ a second time this day of February 2014

READ a third time and finally passed this day of 2014

Mayor

Chief Administrative Officer

SCHEDULE "A"

2006 adjustment (3.6%)

2007 adjustment (3.8%)

2008 adjustment (3.1%)

2009 adjustment (-0.1%)

2010 adjustment (1.0%)

2011 adjustment (2.4%)

2012 adjustment (1.1%)

2013 adjustment (2.1%)

Value of each parking stall to be provided by the Jasper Parking Authority 2014: \$7,414.99



REQUEST FOR DECISION

Subject: Review of Land Use and Planning in Jasper
Prepared by: Peter Waterworth
Reviewed by:
Date – Notice: February 4, 2014
Date – Decision: February 18, 2014

Recommendation: Council approves in principle participation in a review of land use and planning jointly funded with Parks Canada, subject to conclusion of a memorandum of understanding with Parks Canada and approval of tender.

Options: To not participate in the study or to limit Municipal participation.
To instruct staff to explore alternative options.

CAO Comments: Beyond the Municipality's stated priorities, the current mechanisms regulating land use and planning are far from transparent. The regulatory process creates confusion about who is responsible for what. Planning and development documents are out of step with current land development practices and do not enable creative development. They create disincentives to redevelopment. The absence of an integrated plan means that an ad hoc approach is taken to planning, at the cost of lost opportunity for cohesion and good design.

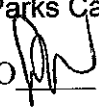
The JCSP recognizes the critical importance of land use and planning decisions: they impact on all aspects of life and notes that their integration "with social, economic, environmental, governmental and cultural management decisions is important for the community's development and sustainability." Jasper needs to have the tools to reach the goal of an "aesthetic standard equal to or better than those of competing destinations."

But it goes beyond the planning aspect: this is about the shared goal of participative governance and meeting the principles of natural justice and ranks at least on a par with obtaining alternative revenue sources.

Exploratory discussions with Park Canada, including at the Intergovernmental Meeting on January 28 2014, have revealed willingness to undertake a jointly-funded study, Willingness to explore options does not imply acceptance of recommendations by either party or a surrender of current positions, but often agreeing process is one of the most difficult hurdles in starting a meaningful negotiation. It will not be an easy or quick win, but is the best possible starting point from which to advance Council's priorities.

Background: The transfer of authority for land use and planning has been a longstanding Municipal objective as reflected in the Jasper Community Sustainability Plan (JCSP). Parks Canada rests on the 2001 incorporation agreement, but is

Director _____

CAO 

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committed to a review of that agreement, specifically with regard to land use and planning.

There are two stages:

- To carry out a baseline analysis to inform that review so as to promote a constructive dialogue about the authority and structure for reaching land use and planning decisions. The starting point for a discussion would be how to streamline and provide an integrated development process that provides clarity for citizens and staff alike and cannot exclude the possibility of jurisdictional change.
- Whatever agreement is reached about authority, to seek alignment on how to enable improved design and land utilization.

Although not a formal requirement for agreement on authority, consensus about a structural and renewal plan for Jasper could help build confidence in both parties that their long-term planning for the community is aligned. In the event that Council achieved its goal, the Municipality would be obliged by the Municipal Government Act to put a structural plan in place, and if it did not achieve jurisdictional transfer, it could have confidence that whatever arrangements were agreed that there would be significant community input into a coherent plan.

Preliminary estimates indicate that the baseline assessment could be completed and a report compiled by consultants for \$30,000. That would be a relatively short-term project and ideally would lead to a request for proposals for a second stage costing approximately \$220,000 and taking up to two years for completion.

Tendering rules require that the consultant carrying out stage one would be excluded from stage two if part of stage one. To avoid the risk of losing a preferred contractor for the second stage we will need to explore how to issue a single tender, which could have stage two costed and triggered at the request of the parties.

Strategic Relevance: Jasper Community Sustainability Plan (2011)

2.2.1 SUSTAINABLE TOURISM ECONOMY

Create and sustain a viable tourism-based economy which honours the National Park context.

1. SUSTAINABLE ECONOMY CORE ACTIONS

The Municipality of Jasper and Parks Canada will continue to maintain infrastructure offering a high quality of service to residents and visitors and will collaborate with the Province of Alberta, other federal government agencies, and private sector partners to ensure, to the extent possible, that community economic sustainability and tourism are supported by adequate

- Highways, roads, streets, parking lots, pedestrian areas, cycling paths, and trails.

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- The Municipality will work toward the goal of reaching and maintaining a public spaces aesthetic standard equal to or better than those of competing destinations.

2.5 PARTICIPATIVE GOVERNANCE

Principle: Foster inclusive and collaborative governance by engaging the community as an active partner in making decisions for a sustainable future.

Governance refers to the process of decision-making, and to the relationships between the groups and institutions making decisions and the people on whose behalf those decisions are being made. Governance and sustainability are inherently linked – the future roles and structures of governmental institutions will be crucial to the success of sustainable policy-making and implementation.

2.5.1 COMMUNITY GOVERNANCE

Goals:

- Promote government decision-making that is collaborative, accessible, transparent and accountable to the community.
- Create planning, land use and development review processes that incorporate meaningful opportunities for public and municipal involvement in decision-making.

Actions:

1. GOVERNMENT RESPONSIBILITY AND COLLABORATION

- The Municipality and Parks Canada will continue to work collaboratively on issues of mutual importance.
- The Municipality of Jasper will pursue the acquisition of land use planning and development authorities.
- The Municipality and Parks Canada will review the Agreement for the Establishment of Local Government in the Town of Jasper. Where the parties are in agreement with respect to desired change, Parks Canada will recommend to the Minister that the Agreement be amended accordingly including, as required, legislative change to increase the role of the Municipality respecting land use planning and development.

2. CITIZEN PARTICIPATION AND ENGAGEMENT

- The Municipality and Parks Canada will review the public consultation and communication procedures of the Planning and Development Advisory Committee (PDAC) to ensure that debate and decision-making is fair and considers community input, results are transparent, and processes align with the principles of natural justice.

Implications of Recommendation

Fiscal: \$125,000 (50% of the estimated project cost) for stages 1 and 2 over two years.
\$15,000 (50%) if the project was limited to stage 1.

Communications: To be agreed with Parks Canada.

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CAO 

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