

Municipality of Jasper
Committee of the Whole Meeting Agenda
April 24, 2018 | 9:30 a.m.
Council Chambers, Jasper Library & Cultural Centre

1. Call to Order (Deputy Mayor Butler to chair meeting)

2. Additions to Agenda

3. Approval of Agenda

3.1 April 24, 2018

attachment

4. Approval of Minutes

4.1 April 10, 2018

attachment

5. Business Arising from Minutes

6. Brief Updates

6.1 AUMA Resolution 2018 – Electric Vehicle Charger

attachment

6.2 Naming the Exchange Lands

attachment

7. Correspondence for information, consideration or action

8. Other new business

9. Council representation on various boards, upcoming meetings

10. Information Items

10.1 Canada's Volunteer Awards – Call for Nominations

attachment

11. Upcoming Events

April 24: Strategic Development Plan session, Council Chambers, afternoon

April 25: Tourism Entrepreneurship Start-up Seminar (TESS), Sawridge, 8 a.m.-5 p.m.

May 7: Be Wildfire Ready Open House, Emergency Services Building, 4:30-7 p.m.

May 7: Be Wildfire Ready Information Session, Emergency Services Building, 7 p.m.-8 p.m.

May 10: JPCC general meeting, Cassio's, 6 p.m., Mayor Ireland to deliver State of the Municipality address

12. Adjournment

Please note: All regular and committee meetings of Council are audio-recorded.

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, April 10, 2018 | 9:30 a.m.
Council Chambers, Jasper Library & Cultural Centre

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|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Present | Mayor Richard Ireland, Deputy Mayor Paul Butler, Councillors Jenna McGrath, Scott Wilson and Rico Damota |
| Absent | Councillors Kelleher-Empey and Journault |
| Also present | Mark Fercho, Chief Administrative Officer Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Yvonne McNabb, Director of Culture and Recreation Bruce Thompson, Director of Operations Janet Cooper, Environmental Stewardship Coordinator Ross Derksen, Operations Service Manager Marianne Garrah, Habitat for the Arts Willie Saunders, Poet James Jackson, Tourism Jasper Craig Gilbert, the Fitzhugh Bob Covey, the Jasper Local One observer |
| Call to order | Deputy Mayor Butler called the meeting to order at 9:30 a.m. |
| Moment of silence | Deputy Mayor Butler called a moment of silence for the Humboldt Broncos bus crash. |
| Additions to the agenda | The following item was added to the agenda: -13.2 Intergovernmental relations, FOIP, S. 21 |
| Approval of agenda | MOTION by Councillor McGrath to approve the agenda for April 10, 2018 as amended. CARRIED |
| Approval of minutes | MOTION by Councillor Wilson to approve the minutes of the March 27, 2018 meeting as presented. CARRIED |
| Presentations: Poetry reading | Willie Saunders, winner of the Mayor's Poetry Challenge, read a poem. Council thanked Mr. Saunders and Habitat for the Arts for organizing the annual event. |
| Brief updates: Permanent community stage | Council inquired about the \$200,000 contribution from Tourism Jasper's community partners. Mr. Jackson confirmed Tourism Jasper will facilitate that contribution. Mr. Jackson also thanked Council for its cooperation in this project and reiterated that it is not Tourism Jasper's intent for the Municipality to feel financially obligated to any of the project's outstanding funds. |

| | |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Electric vehicle charger | Mrs. Cooper confirmed there is \$176,000 in the Environmental Stewardship reserve fund. Council discussed potential partnerships with ATCO and the ownership of the charging station. Council also inquired about the estimated cost to expand this project once developed; enhancing the project with solar panels; and the monthly usage of charging stations already located within Jasper. Mrs. Cooper will look into these inquiries and inform Council of her findings. |
| Snow removal and ice control standards | Council discussed proposed revisions to the snow removal and ice control section of the Service Standards Policy, which included some changes to snow plow routes, sidewalk snow and ice removal, and general ice control. Council inquired about the full cost associated with snow removal. |
| Recess | Deputy Mayor Butler called a recess from 10:44 a.m. to 10:53 a.m. |
| Municipal Field Use Policy administration procedures | Council inquired about a definition for municipal sports and event fields. Administration confirmed that the draft Municipal Field Use Policy is intended for users of Centennial Pitch, the Exchange Lands and the Centennial baseball diamonds. Other parks such as Robson Park do not fall under this policy. Council suggested the policy reference the intended fields of use. |
| Naming the Exchange Lands | Each councillor will choose three to five submitted names or add their own suggestions, which will be discussed at the next committee of the whole meeting. Residents are also encouraged to submit suggestions to councillors via email. |
| Councillor reports | <p>Councillor Damota noted he received several concerns about speed limits at a few intersections, the Miette and Bonhomme intersection in particular. This item will be discussed at the next Traffic Advisory Committee meeting. An update on the Transportation Master Plan will also be presented at an upcoming committee of the whole meeting.</p> <p>Councillor McGrath will attend a Communities in Bloom meeting and a Jasper Community Team meeting.</p> <p>Councillor Wilson and Mayor Ireland will attend a WYRWMA meeting. Councillor Wilson will also attend a Community Futures meeting in Wildwood.</p> <p>Councillor Butler, as a member of the Evergreens Foundation Board, will attend the Alberta Seniors Communities and Housing Association’s conference.</p> <p>Mayor Ireland noted that the Jasper Half-Marathon was a success with almost 1,200 participants.</p> |
| Events | Council received a list of upcoming events. |
| In camera | MOTION by Mayor Ireland to close the meeting to the public at 11:45 a.m. for agenda item 13.1 Personnel Matter – FOIP, S.17 and item 13.2 Intergovernmental relations – FOIP, S. 21. |

CARRIED

Mr. Fercho was present for the in camera session.

Revert to public
meeting

MOTION by Councillor McGrath that Council revert to public meeting at 1:15 p.m.

CARRIED

Adjournment

MOTION by Mayor Ireland that, there being no further business, the meeting of April 10, 2018 be adjourned at 1:15 p.m.

CARRIED

2018 AUMA Resolutions Guide and Template -DRAFT

Timelines

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| Deadline for submitting resolution along with confirmation of council endorsement to resolutions@auma.ca | May 31, 2018 |
| AUMA's Municipal Governance Committee and Board of Directors reviews, categorizes, and comments on submitted resolutions based on criteria set out in AUMA's Resolutions Policy | June 2018 |
| AUMA works with resolutions sponsors to address any deficiencies | July 2018 |
| AUMA publishes resolutions book | August 1, 2018 |
| Members debate and vote on resolutions | AUMA Annual Convention, September 26-27 in Red Deer |

About resolutions

Many issues confronting municipalities require action by other levels of government. Sometimes these issues are, or have the potential to be, common to many municipalities. Resolutions forwarded to AUMA can be an effective vehicle for dealing with these types of issues.

As set out in AUMA's [Resolutions Policy](#), resolutions should address a topic of concern affecting municipalities on a regional or provincial level, and must be approved by the council of the sponsoring municipality. Resolutions must not direct a municipality to adopt a particular course of action, but must be worded as a request for consideration of the issue seeking action by the Alberta Urban Municipalities Association ("AUMA").

A resolution passed by local council and forwarded to AUMA is one in which you and your council are hoping ultimately to have endorsed by a majority of Alberta's municipalities. It follows that the resolution should be as clear as possible to as many people as possible, as well as relevant to as many communities as possible.

Drafting tips

Before drafting a resolution, AUMA members are encouraged to review AUMA's [Resolutions Library](#) and [search AUMA's website](#) to see if the topic of the potential resolution is already addressed by an existing resolution or policy. Members are also encouraged to review AUMA's [Resolutions Policy](#) to ensure the topic and content meets the criteria set out in the policy. In addition, municipalities are

encouraged to reach out to [AUMA staff](#) and/or submit resolutions early so that staff can assist in ensuring the resolutions meets the criteria.

If the purpose of the resolution is to seek amendments to legislation, please include the proper title of the bill, act or regulation along and list the pertinent sections of the legislation in the preamble and/or background

It is often helpful to include examples of specific incidents that highlight why a particular issue should be addressed. However, care must be taken to ensure that this does not localize the resolution to the extent that it is seen as a single municipality's issue.

As set out in the enclosed template, each resolution must include the following components:

- A title that is concise yet specific to the issue in the resolution;
- A preamble (beginning with "WHEREAS"...) which:
 - must describe the issue or opportunity that the resolution is bringing forward;
 - should outline the applicable legislation and, where possible, the specific section of the Act or Regulation; and
 - should ideally not exceed five clauses.
- An operative clause (i.e. beginning with "IT IS THEREFORE RESOLVED THAT"...) which must:
 - clearly set out what the resolution is meant to achieve;
 - state a specific proposal for action;
 - specify who should be taking the action (e.g. the federal or provincial government, AUMA, or another party) and the role for AUMA that is being requested or proposed; and
 - be straightforward and brief so that the intent of the resolution is clear. Generalization should be avoided. Resolutions that are too general or fail to meet this format may be returned to the sponsoring municipality.

Each resolution should also include a background section that:

- Outlines the issue and how it relates to Alberta municipalities;
- Indicates whether the resolution has been submitted in the past; and
- Describes how the resolution is related to AUMA policy.

It is often helpful to check and include whether the issue is being addressed by the Rural Municipalities of Alberta and/or the Federation of Canadian Municipalities.

Any facts or statistics cited in the background section should be referenced (i.e. indicate the source for those facts/statistics).

The enclosed resolution template is intended to help you draft your resolution and reflects the format in which it will appear in the Resolutions Book.

Municipality of X
Title of Resolution

WHEREAS *The purpose of the whereas clauses are to clearly and succinctly describe the issue or opportunity that the resolution is bringing forward, and identify why the subject is relevant to Alberta municipalities.*

WHEREAS "Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.;

WHEREAS Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.;

WHEREAS Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur;and

WHEREAS Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum;

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association *This operative clause is the call to action. It usually includes a request for the Government of Alberta, Government of Canada or another organization to take action. This is the most important part of the resolution and should be written clearly, so there is no doubt as to what action is being requested.*

BACKGROUND:

No preamble can be comprehensive enough to give a full account of the situation that gave rise to the resolution. In all cases, supplementary or background information (1 to 2 pages max.) is necessary. The background should include details of why the issue should be addressed by the AUMA on behalf of its municipalities. Between the background and the preamble, it should be clear to the reader why the subject is relevant to most municipalities in Alberta and how municipalities will benefit from the action proposed in the operative clause.

Expand the offer of programs funded by the Alberta carbon levy to include financial assistance to Municipalities for capital and operating costs of electric vehicle fast-charging stations.

WHEREAS the Alberta government has committed to taking action on climate change with the Climate Leadership Plan, a strategy designed to diversify our economy, create jobs and reduce greenhouse gas emissions that cause climate change.

WHEREAS the Alberta government has implemented a carbon levy on all transportation and heating fuels that emit greenhouse gases when burned to encourage Albertans to reduce carbon pollution from their cars and homes,

WHEREAS while the carbon levy is funding many incentive and rebate programs there is no specific program designed to assist Municipalities with the deployment of electric vehicle charging stations.

WHEREAS because vehicles are of the greatest producers of greenhouse gas (GHG) emissions and there are approximately three million vehicles registered in Alberta, supporting the emerging technology of electric vehicles (EV) and charging infrastructure could significantly reduce the production of GHG emissions from the transportation sector in Alberta.

WHEREAS sales of electric vehicles continue to increase in Alberta and across Canada as every vehicle manufacturer is developing more affordable EV models,

WHEREAS the availability of reliable charging infrastructure is a key factor in EV adoption and municipalities could play a part in providing this infrastructure,

WHEREAS the federal government is committed to reducing GHG emissions contributing to climate change, and has a plan to complete a coast-to-coast network of EV fast chargers on the national highway system and through Natural Resources Canada has offered the Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative, funding 50 per cent of the capital cost of DC-Fast Charging (Level 3) EV chargers,

WHEREAS in addition to the high capital cost of installing a fast charging EV Station, operating costs for energy and transmission rates are prohibitive for municipalities,

WHEREAS financial assistance is required to create a charging network across the province to increase confidence in electric vehicle ownership, to increase sales of EVs which will increase usage of the public EV charging stations, making the service cost-neutral with user fees.

IT IS THEREFORE RESOLVED THAT 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 charging stations.

BACKGROUND:

Electric vehicles are projected to cost the same as the equivalent gas-powered vehicles by the early 2020s and already cost less to operate and maintain. Electric vehicles are an emerging technology; sales are expected to increase dramatically over the next five years as more affordable models become available. In Alberta, electric vehicles emit only two-thirds of emissions of the average gas-powered car. This will improve further as coal is removed from the provincial

electricity system. Increased adoption of electric vehicles will reduce greenhouse gas emissions from the transportation sector and contribute to Canada's climate change strategies.

The availability of reliable charging infrastructure is a key factor in electric vehicle (EV) adoption. Supporting faster adoption of electric vehicles aids in reducing greenhouse gas emissions. Alberta lags behind Ontario, Quebec and British Columbia in the number of EVs on the road and number of charging ports. Most large centres offer a variety of Level 2 charging ports and DC fast charging stations. Having EV chargers across the province and country will establish connectivity for EV drivers.



REQUEST FOR DIRECTION

Subject: Naming the Exchange Lands

Prepared by: Kayla Byrne, Legislative Services Coordinator

Reviewed by: Mark Fercho, CAO
Christine Nadon, Legislative Services Manager

Date – Discussion: March 27 – Committee of the Whole
April 10 – Committee of the Whole
April 24 – Committee of the Whole

Recommendation:

That Council direct Administration on next steps to name the green space currently known as the Exchange Lands.

Options:

- Using the names listed below and new suggestions received from Council and the public, direct Administration to prepare a shorter list for formal consideration (notice of request for decision);
- Direct Administration to solicit more input from the community, based on the principles outlined in the Public Engagement Policy and the Municipal Assets Naming Policy; or
- Recommend a different course of action for selecting a name for the Exchange Lands.

Background:

After receiving direction from Council at the March 27 committee of the whole meeting, Administration met and reviewed 45 suggestions, removing names that did not align with the naming categories outlined in Policy D-013: Municipal Assets Naming. Names that were considered to fit marginally within the policy categories are included in the list below. The 24 names below include entries from the public naming contest held in July 2017, recommendations from the previous Council, and recommendations from Administration.

Names that fit under policy D-013:

- Pyramid Park
- Yellowhead Park
- Traders Park
- Confluence Park
- Victoria Cross Park
- Graduation Park
- Cenotaph Park
- Fitzhugh Park
- Exchange Lands
- Graduation Park
- Metawe (“play” in plains Cree)
- Pemetawe (“come & play”)
- Steeple View Park
- Wildflower Park
- Veteran’s Park
- Three Valley Confluence Recreational Reserve
- Fiddler’s Green
- Festival Park
- Central Park
- Community Park
- Trade Park
- Friendship Park
- Fellowship Park
- Companionship Park

After reviewing the above list at the April 10 committee of the whole meeting, each councillor agreed to choose three to five names from the list or add their own suggestions, and take new suggestions from the public via email.

An opportunity for new name suggestions was advertised in local publications and on the municipal website, encouraging residents to submit new name suggestions to councillors via email. The deadline for suggestions is April 23. The intent is to discuss these new suggestions and each councillor's narrowed lists at the April 24 committee of the whole meeting.

Relevant Legislation:

- Policy A-004: Public Engagement Policy
- Policy D-013: Municipal Assets Naming Policy

Strategic Relevance:

- Governance – Provide open, accountable and accessible government.
- Communications – Increase opportunities for public engagement.

Communications:

- An opportunity for new name suggestions was advertised in local publications and on the municipal website.
- Upon Council's approval of an asset name Administration shall advise all internal departments accordingly; update mapping and booking system names, as required; and arrange for production and installation of appropriate signage indicating the new asset name.

Attachments:

- Policy D-013: Municipal Assets Naming Policy
- Policy A-004: Public Engagement Policy

Policy Title: MUNICIPAL ASSETS NAMING POLICY

Policy #: D-013

Effective Date: February 20, 2018

Date adopted by Council: February 20, 2018



POLICY

Council may authorize names for municipal assets.

PURPOSE

The purpose of this Policy is to provide the Municipality of Jasper with a fair, consistent and effective process for the naming and renaming of municipal assets, while respecting the need for public engagement. The final determination for naming municipal assets, including naming opportunities as a result of donations, gifts and sponsorship, will rest with Mayor and Council.

Policy Title: MUNICIPAL ASSETS NAMING

Policy #: D-013

ADMINISTRATIVE PROCEDURES

Effective Date: February 20, 2018

Date approved by the CAO: February 20, 2018



SCOPE

This naming procedure shall apply to all municipal assets within the Municipality of Jasper.

Naming Categories:

Name submissions for assets should fall into one of the following categories:

- Natural Features – reflecting prominent natural features of, or an animal indigenous to, the general area in which the asset is located;
- Geographic Location – reflecting the prominent geographic location in which the asset resides; use of a “constant” physical reference, such as a topographical feature, adjacent street or subdivision name (excluding real estate and development company names) may be considered;
- Historic Place Name – reflecting a prominent historic location within the Municipality;
- Inspirational or Aspirational – reflecting a desired future state or condition, rather than reflecting only past events or accomplishments; or
- Other unique proposals may be considered in special circumstances that do not necessarily follow the categories above (such as naming after a special use or theme the asset was designed for).

Naming for sub-units within assets, such as rooms in buildings, features in parks, etc.:

- Outstanding Resident/Group – name of municipal resident or community group, past or present, who contributed to the Municipality and/or the well-being of its residents. Submissions may include original landowners or pioneers, and individuals who have contributed to the quality of life in the community specific to the asset, through heroic actions or community involvement(s); or
- Outstanding Canadian – names honouring those who have served or given their life in public service and have ties with the community.

Policy Title: MUNICIPAL ASSETS NAMING

Policy #: D-013

ADMINISTRATIVE PROCEDURES

Effective Date: February 20, 2018

Date approved by the CAO: February 20, 2018



1. Naming Principles

Municipal assets shall be named to normally include their functional use, such as "Fitness and Aquatic Centre" or "Off-Leash Park", in the name where appropriate and applicable;

- 1.1. The following principles shall guide Council when considering naming of municipal assets and portions thereof:
 - 1.1.1.names shall be unique; name duplication and similar sounding names shall be avoided;
 - 1.1.2.names shall not be discriminatory or derogatory in nature;
 - 1.1.3.names shall be mindful of emergency response considerations;
 - 1.1.4.where the name of an individual or organization is selected, approval shall be obtained from the individual (or his/her family when appropriate) or the organization for such naming; and
 - 1.1.5.if a personal name – of either a living or deceased person – is in common local use by the general public, the name may be considered for official adoption.
- 1.2. Names may be assigned to streets, avenues, cul-de-sacs, or crescents.
- 1.3. Council shall retain the right not to name certain facilities of broad community importance.

1. Donated Lands and Sponsorships

- 2.1. The naming and acceptance of land is subject to recommendation by Administration and approval by Municipal Council. Naming rights are not guaranteed if the donation of parkland is a dedication as required by the subdivision of land.
- 2.2. Assets which are donated to the Municipality may be named by deed restriction by the donor.
- 2.3. Names that recognize an organization for a financial contribution will be considered when the activities and values of the organization are aligned with the values of the Municipality, in accordance with another municipal policy.
- 2.4. Placement of memorial plaques on items donated to the Municipality, such as trees and benches, will be completed in accordance with another municipal policy and/or operational guideline.

Policy Title: MUNICIPAL ASSETS NAMING

Policy #: D-013

ADMINISTRATIVE PROCEDURES

Effective Date: February 20, 2018

Date approved by the CAO: February 20, 2018



2. Renaming

- 3.1. Critical examination will be conducted to ensure that renaming the asset will not diminish the original justification for the name or the prior contributions. Renaming will follow the same procedures as naming the asset.
- 3.2. Primarily, only assets named for a geographic location, natural feature or a subdivision should be considered for renaming. Assets that have been named by deed restriction shall not be considered for renaming.
- 3.3. Existing assets that already have been named are not to be renamed without consideration of any or any combination of the following:
 - 3.3.1. demonstrated support of the change;
 - 3.3.2. if the existing name of an asset is after an individual, the individual for whom the asset has been named supports the change, if living, or the next of kin if the individual is deceased. If the next of kin cannot be contacted, subsections 3.3.1 and 3.3.3 shall be adhered to; and
 - 3.3.3. information that the individual to be honoured has contributed in a significantly tangible way to the community.
- 3.4. Notwithstanding the foregoing, at the discretion of Council, asset name repealing and renaming may occur where the name may be associated or recognized with significant dishonour to the community, province, or nation, or if the continued use of their name would not be in the best interest of the community.
- 3.5. In the event of a proposed renaming, Administration will review the request for statutory compliance and compliance with this Policy. If compliant, a report will be submitted to Council. Council will then hear the request and determine approval.

3. Exclusions

- 4.1. This Policy does not apply to:
 - 4.1.1. Municipal assets that are leased to third parties where the lease allows the lessee to name the facility for the term of the lease.

4. Practices to be Avoided

- 5.1. Use of existing or similar names of assets within the Municipality are to be avoided to eliminate duplication and confusion.
- 5.2. Naming of an asset after a nearby, but not immediately adjacent, school or institution that may lead to confusion regarding their respective locations is to be discouraged.
- 5.3. Naming an asset after the developer or real estate company shall not be considered.

Policy Title: MUNICIPAL ASSETS NAMING

Policy #: D-013

ADMINISTRATIVE PROCEDURES

Effective Date: February 20, 2018

Date approved by the CAO: February 20, 2018



5. Definitions

- 6.1. Within this Policy the following definitions shall apply:
 - 6.1.1. asset(s) means all real property including unimproved lands, buildings and structures owned by the Municipality, including, but not limited to: parkland, open space, recreational facilities, bridges, streets, road, operations and administrative buildings; and
 - 6.1.2. neighbourhood means a defined area within the Municipality which can be distinguished as being of a group of developments of a similar character.

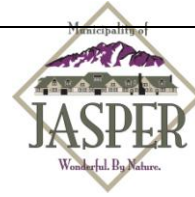
6. Responsibilities

- 7.1. Information considered by Council regarding the naming of an asset, which may include the option of naming or renaming after an individual or organization, shall be treated confidentially and may be discussed in-camera. Council shall treat these matters consistent with Section 17 (Disclosure harmful to personal privacy) or Section 23 (Local public body confidences) of the Freedom of Information and Protection of Privacy Act.

7. Public Engagement

- 8.1. Citizen involvement in the naming process is encouraged and may be accomplished in a variety of ways throughout the naming process under the Municipality's Public Engagement Policy and Procedures, and include:
 - 8.1.1. individuals, groups and/or organizations interested in proposing a name for any existing un-named asset may do so in writing.
 - 8.1.2. a variety of means to encourage public participation to submit a name (citizen contests, recommendations from previous owners, historical review of the site, and the like). This process shall be initiated by Council for specific assets.
- 8.2. Administration shall meet to review all suggestions received, and guided by this Policy, prepare a short-list of recommended names. Recommended asset names will be submitted to Council for consideration, selection and endorsement. Council has the final authority to name assets.
- 8.3. Upon Council's approval of an asset name Administration shall:
 - 8.3.1. advise all internal departments accordingly;
 - 8.3.2. update mapping and booking system names, as required;
 - 8.3.3. arrange for production and installation of appropriate signage indicating the new asset name.

In case of any conflict between this Policy and any other Policy, the provisions of this Policy shall govern.



Policy Title: PUBLIC ENGAGEMENT
Policy # A-004
Effective Date: August 6, 2013
Date adopted by Council: August 6, 2013

POLICY STATEMENT

The Municipality of Jasper recognizes that public engagement is a vital part of local democracy. To this end, the Municipality is committed to:

- Providing honest, meaningful and accessible engagement opportunities for residents and stakeholders;
- Promoting understanding of local issues, informed decision making and best possible solutions to local issues;
- Integrating public engagement in decision-making at all levels of the organization;
- Providing sufficient timeframes and adequate resources to plan, coordinate and conduct public engagement processes.

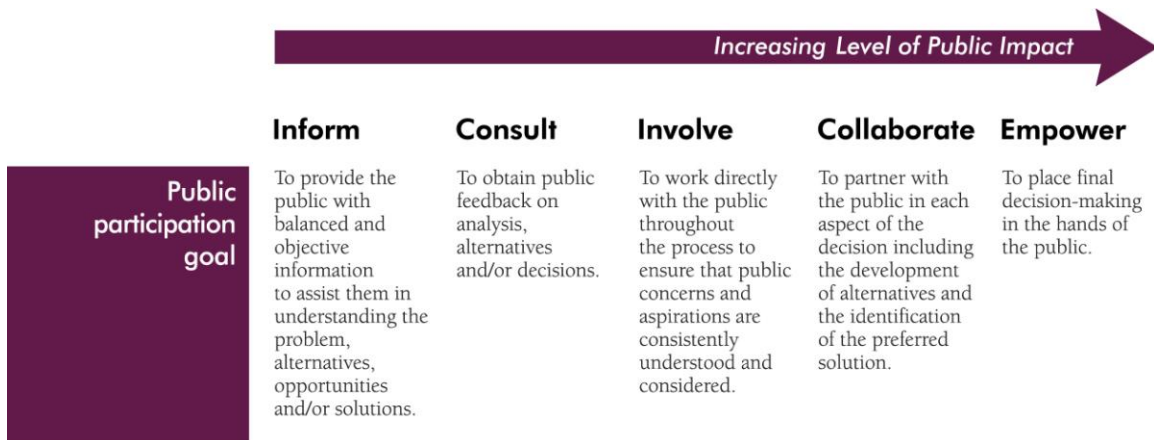
Where appropriate, this policy applies to internal as well as external projects and initiatives.

PURPOSE

The purpose of this policy is to provide decision-makers, municipal staff, residents and stakeholders with a consistent and genuine public engagement process that values input in decision making.

ADMINISTRATIVE PROCESS

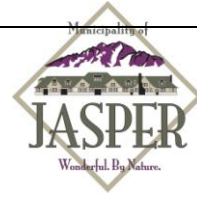
The Municipality of Jasper public engagement process is based on the International Association for Public Participation (IAP2) model:



RESPONSIBILITIES

Council to:

1. Approve by resolution this policy and any amendments;
2. Consider the allocation of resources for successful implementation of this policy in the annual budget process;
3. To deal with those matters referred to it by this policy in any manner it believes are warranted; and



Policy Title: PUBLIC ENGAGEMENT

Policy # A-004

Effective Date: August 6, 2013

Date adopted by Council: August 6, 2013

4. To act as a body of last resort for matters requiring variance or relaxation from this policy.

Chief Administrative Officer to:

1. Implement this policy and approve procedures; and
2. Ensure policy and procedures reviews occur and verify the implementation of policies and procedures.

Manager, Communications to:

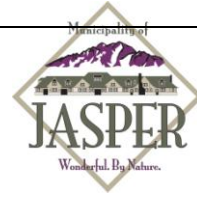
1. Ensure implementation of this policy and procedure;
2. Ensure that this policy and procedure is reviewed at a minimum every five years;
3. Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments;
4. Coordinate and lead Municipality-wide campaigns;
5. Provide support for departmental community engagement; and
6. Develop a public engagement toolkit and identify necessary training and support opportunities to ensure successful implementation.

Directors to:

1. Understand and adhere to this policy and procedures;
2. Ensure employees are aware of this policy and procedures;
3. Ensure that community engagement is considered at the appropriate stage in any project or process and that the outcome is taken into account in advising Council; and
4. Co-ordinate and seek professional advice on public engagement from communications staff.

All employees to:

1. Understand and adhere to this policy.



Policy Title: PUBLIC ENGAGEMENT

Policy # A-004

ADMINISTRATIVE PROCEDURES

Effective Date: August 6, 2013

CAO Initials: _____

SCOPE

This policy is a guideline for Council, management, employees and the public with respect to public engagement activities.

RESPONSIBILITY

Primary responsibility for the administration of this policy shall rest with the Manager, Communications.

Each Director shall be responsible for ensuring correct application of this policy with respect to public engagement initiatives.

ADMINISTRATIVE PROCESS

Those involved in designing and implementing public engagement processes will demonstrate the following standards of practice:

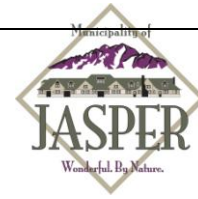
Values-based

- Effective public engagement acknowledges that all parties bring their values to the process. Individuals and groups perceive problems, opportunities and solutions based on their perception of the issue at hand. Municipal engagement processes will strive to identify, research and analyze community values and include them in the decision making process, without advocating for a specific stakeholder position.
- Values of the Municipality in the issue at hand will be clearly identified and communicated to the public to establish an honest basis for discussion.
- Public engagement initiatives will follow the process values identified in the IAP2 Core Values for the Practice of Public Participation and the IAP2 Code of Ethics.

Decision-oriented

A clear statement of the problem to be solved, the opportunity to be explored or the decision to be made is essential to meaningful public engagement. For each engagement initiative, the Municipality will:

- Clearly and accurately define the decision to be made or the potential outcome;
- Determine if and how the public can contribute to the decision; and
- If the public can be involved in the decision making, clearly define its role in the process and the level of participation (IAP2 Spectrum of Public Participation).



Policy Title: PUBLIC ENGAGEMENT

Policy # A-004

ADMINISTRATIVE PROCEDURES

Effective Date: August 6, 2013

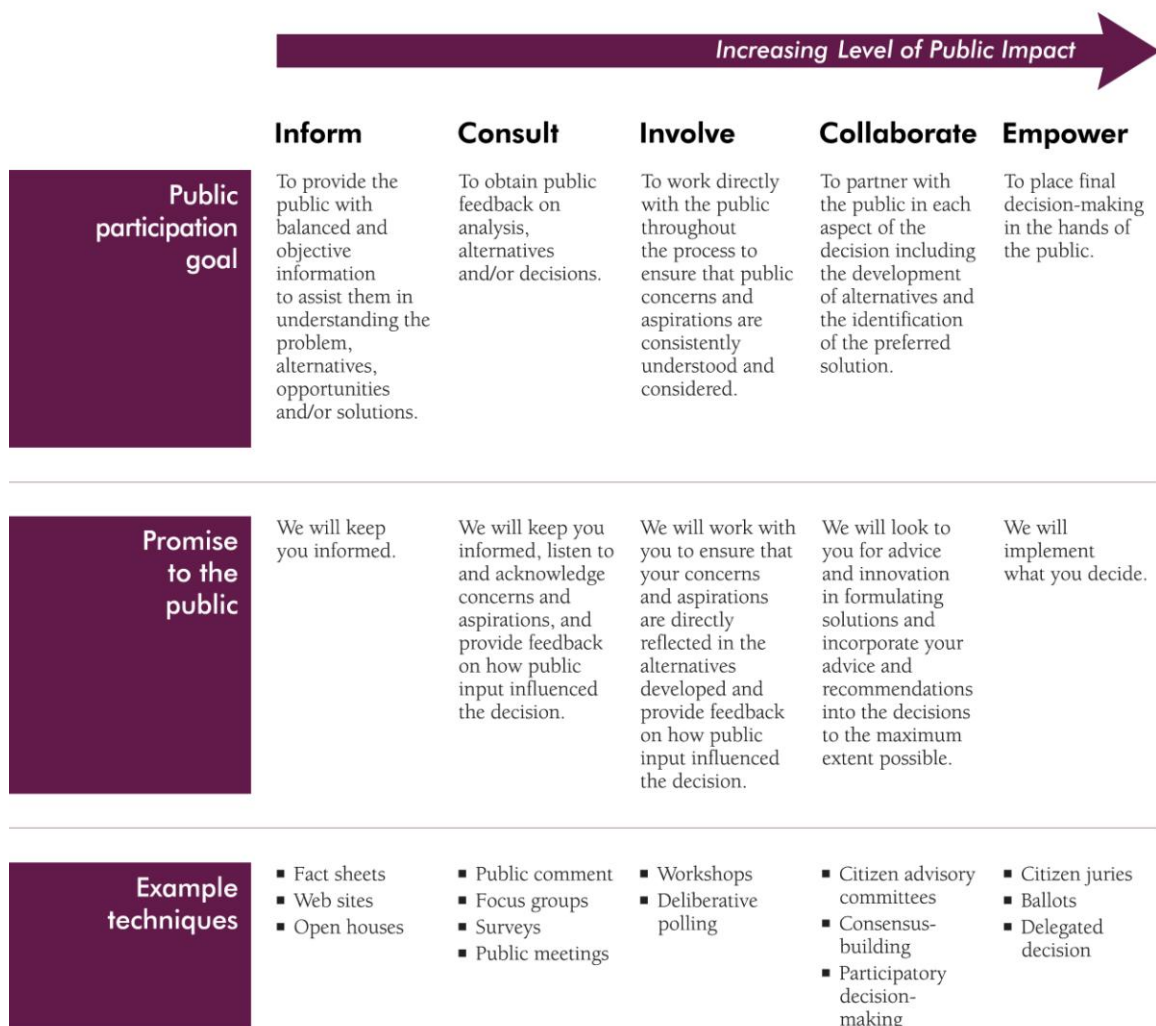
CAO Initials: _____

Goal-driven

For each public engagement initiative, a public engagement goal will be defined in relation to the level of participation selected on the IAP2 Spectrum of Public Participation. The engagement goal will drive the engagement process, and define the Municipality's commitment to the public.

IAP2's PUBLIC PARTICIPATION SPECTRUM

The Municipality of Jasper public engagement process is based on the International Association for Public Participation (IAP2) model:





Jim Eglinski
Member of Parliament for Yellowhead

FOR IMMEDIATE RELEASE

April 18, 2018

Canada's Volunteer Awards - Call for Nominations

OTTAWA: Jim Eglinski, Member of Parliament for Yellowhead, is pleased to inform residents that Employment and Social Development Canada has opened a call for nominations for Canada's Volunteer Awards.

“This is a chance to recognize an exceptional volunteer, a not-for-profit, or a business that demonstrates social responsibility in our communities,” stated MP Eglinski.

This year, 21 awards will be presented at the December 5, 2018 award ceremony on International Volunteer Day. Regional award recipients will be eligible to identify a not-for-profit organization to receive a \$5,000 grant, and the national award recipient will be eligible to identify a not-for-profit organization to receive a \$10,000 grant.

Nominations are being accepted in the following categories:

- One national award – **Thérèse Casgrain Lifelong Achievement Award**, for individuals who have volunteered for at least 20 years;
- Five regional awards – **Emerging Leader**, for young volunteers between the ages of 18 and 30;
- Five regional awards – **Community Leader**, for individuals or groups of volunteers;
- Five regional awards – **Business Leader**, to recognize businesses that demonstrate social responsibility; and
- Five regional awards – **Social Innovator**, to recognize the contributions of not-for-profit organizations.

The deadline for nominations is June 15, 2018.

“I know we have many volunteers in our riding of Yellowhead and there are a lot of community programs that would not be possible without them. If this call for nominations reminded anyone of a specific individual or organization, I encourage them to fill out a nomination form and make sure they are recognized for their efforts,” concluded MP Eglinski.

For more information and to nominate a volunteer, visit: Canada.ca/volunteer-awards