

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

Date: November 20, 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, November 20, 2018 attachment
- 3 APPROVAL OF MINUTES**  
3.1 Regular meeting minutes, November 6, 2018 attachment
- 4 PRESENTATIONS**
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**  
6.1 Finance and Administration attachment
- 7 BYLAWS**  
7.1 Bylaw Summary attachment
- 8 REQUESTS FOR DECISION**
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**  
9.1 Pembina Housing Authority – The Evergreens Foundation attachment
- 10 OTHER NEW BUSINESS**
- 11 COUNCILLOR REPORTS**
- 12 UPCOMING EVENTS**  
**Nov.27 & 28:** Budget presentations, Quorum Room, 6 pm  
**Nov. 29:** CUPE and Wellness Committee Christmas party, Downstream, 6:30 pm  
**Dec. 7:** JPCC Christmas Party, Jasper Park Lodge, 6 pm
- 13 IN CAMERA**  
13.1 Deliberative Matter: budget discussions – FOIP, S.29
- 14 ADJOURNMENT**

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

Municipality of Jasper  
**Regular Council Meeting Minutes**  
 Tuesday, November 6, 2018 | 1:30 p.m.  
 Council Chambers, Jasper Library & Cultural Centre

Present Mayor Richard Ireland, Deputy Mayor Paul Butler, Councillors Rico Damota, Jenna McGrath, Bert Journault and Scott Wilson and Helen Kelleher-Empey

Also present Kayla Byrne, Legislative Services Coordinator  
 Yvonne McNabb, Acting Chief Administrative Officer  
 Janet Cooper, Environmental Stewardship Coordinator  
 James Jackson, Tourism Jasper  
 Craig Gilbert, the Fitzhugh

Call to order Mayor Ireland called the meeting to order at 1:31 pm.

Approval of agenda #212/18 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED THAT council approve the agenda for the regular meeting of Tuesday, November 6, 2018 as presented.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Approval of regular minutes #213/18 MOTION by Councillor McGrath – BE IT RESOLVED THAT council approve the minutes of the October 16, 2018 regular council meeting as presented.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Approval of organizational minutes #214/18 MOTION by Councillor Journault – BE IT RESOLVED THAT council approve the minutes of the October 23, 2018 organizational meeting as presented.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Director Reports: Protective Services Council received the report of the Director of Protective Services, which highlighted full department responses; command responses; fire prevention inspections; meetings, trainings and events; and finances.

Environmental Stewardship Council received a report from the Environmental Stewardship Coordinator, which provided updates on several projects. Council inquired if the new LED luminaires have any financial benefits. Mrs. Cooper will look into the question and update council.

Bylaw summary Council received a summary of bylaws currently in force in the Municipality.

RFD – Agreement and construction of the Jasper Center Stage Project #215/18

MOTION by Councillor Damota – BE IT RESOLVED THAT Council approve the Partnership Agreement between the Municipality of Jasper, Canadian National Rail and Tourism Jasper for the Jasper Center Stage Project as presented.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

RFD – Agreement and construction of the Jasper Center Stage #216/18

MOTION by Councillor McGrath – BE IT RESOLVED THAT Council agree to include the Jasper Center Stage project as an item for discussion in the upcoming capital budget process.

FOR	AGAINST	
6 Councillors	1 Councillor (Deputy Mayor Butler)	CARRIED

Councillor reports

Councillors Kelleher-Empey and McGrath will attend the Women in West Yellowhead conference.

Councillors Kelleher-Empey, McGrath and Wilson attended community resilience training organized by Community Futures.

Councillors Kelleher-Empey and Wilson attended a Community Futures board meeting and will also attend the board’s upcoming strategic priorities meeting.

Councillor McGrath attended a Jasper Municipal Library Board meeting.

Some council members attended Mountain Park Lodges’ 50th anniversary celebration.

Deputy Mayor Butler attended, in his capacity as an Evergreens Foundation board member, the Canadian Rural and Remote Housing and Homelessness Symposium.

Mayor Ireland attended a Jasper Partnership Initiative meeting and gave greetings, on behalf of the Municipality, at the 45<sup>th</sup> annual Alberta Foster and Kinship Association conference.

Mayor Ireland and Councillors Damota and Journault attended the No Stone Left Alone ceremony.

Upcoming events

Council received a list of upcoming events.

Adjournment #217/18

MOTION by Deputy Mayor Butler – BE IT RESOLVED THAT, there being no further business, the regular meeting of November 6, 2018 be adjourned at 2:24 pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

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Mayor

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Chief Administrative Officer



**MUNICIPALITY OF JASPER**  
**2018 Operating Budget**

**Summary of All Units**

For the Ten Months Ending October 31, 2018 (83%)

Revenues:

Finance & Administration - Revenues  
 Emergency Services - Revenues  
 Operations - Revenues  
 CFS - Revenues  
 Culture and Recreation - Revenues

	<b>YTD 2018</b>	<b>Budget</b>	<b>Variance</b>	<b>Var %</b>
Finance & Administration - Revenues	12,970,971	13,060,853	89,882	99.%
Emergency Services - Revenues	751,884	545,858	-206,026	138.%
Operations - Revenues	4,254,518	4,950,214	695,696	86.%
CFS - Revenues	3,101,267	2,826,343	-274,924	110.%
Culture and Recreation - Revenues	861,275	1,171,682	310,407	74.%
<b>Total Revenues</b>	<b>21,939,915</b>	<b>22,554,950</b>	<b>615,035</b>	<b>97.%</b>

Total Revenues



**MUNICIPALITY OF JASPER**  
**2017 Operating Budget**

**Summary of All Units**

For the Ten Months Ending October-31-17 (83%)

Revenues:

Finance & Administration - Revenues  
 Emergency Services - Revenues  
 Operations - Revenues  
 CFS - Revenues  
 Culture and Recreation - Revenues

	<b>YTD 2017</b>	<b>Budget</b>	<b>Variance</b>	<b>Var %</b>
Finance & Administration - Revenues	12,366,839	12,417,195	50,356	100.%
Emergency Services - Revenues	384,983	543,877	158,894	71.%
Operations - Revenues	3,951,007	4,612,769	661,763	86.%
CFS - Revenues	2,507,810	2,331,250	-176,560	108.%
Culture and Recreation - Revenues	938,111	1,166,120	228,009	80.%
<b>Total Revenues</b>	<b>20,148,750</b>	<b>21,071,211</b>	<b>922,462</b>	<b>96.%</b>

Total Revenues



**MUNICIPALITY OF JASPER**  
**2018 Operating Budget**

**Summary of All Units**

For the Ten Months Ending October 31, 2018 (83%)

Expenditures:

Finance & Administration - Expenditures  
Emergency Services - Expenditures  
Operations - Expenditures  
CFS - Expenditures  
Culture and Recreation - Expenditures

	<b>YTD 2018</b>	<b>Budget</b>	<b>Variance</b>	<b>Var %</b>
Finance & Administration - Expenditures	5,774,622	7,296,955	1,522,333	79.%
Emergency Services - Expenditures	1,511,108	1,317,708	-193,401	115.%
Operations - Expenditures	5,484,726	7,085,051	1,600,325	77.%
CFS - Expenditures	2,825,841	3,243,212	417,371	87.%
Culture and Recreation - Expenditures	2,509,842	3,612,026	1,102,184	69.%
<b>Total Expenditures</b>	<b>18,106,139</b>	<b>22,554,952</b>	<b>4,448,812</b>	<b>80.%</b>

Total Expenditures



**MUNICIPALITY OF JASPER**  
**2017 Operating Budget**

**Summary of All Units**

For the Ten Months Ending October-31-17

Expenditures:

Finance & Administration - Expenditures  
Emergency Services - Expenditures  
Operations - Expenditures  
CFS - Expenditures  
Culture and Recreation - Expenditures

	<b>YTD 2017</b>	<b>Budget</b>	<b>Variance</b>	<b>Var %</b>
Finance & Administration - Expenditures	5,308,660	6,922,003	1,613,343	77.%
Emergency Services - Expenditures	1,111,157	1,330,913	219,756	83.%
Operations - Expenditures	5,622,006	6,626,376	1,004,370	85.%
CFS - Expenditures	2,335,764	2,745,347	409,583	85.%
Culture and Recreation - Expenditures	2,576,882	3,446,572	869,690	75.%
<b>Total Expenditures</b>	<b>16,954,469</b>	<b>21,071,211</b>	<b>4,116,742</b>	<b>81.%</b>

Total Expenditures



**MUNICIPALITY OF JASPER**  
**2018 Operating Budget**

**Council**

For the Ten Months Ending October 31, 2018 (83%)

Expenditures:

	YTD 2018	Budget	Variance	Var %
2-11-17-00-210 All Travel & Subsistentcent (Council)	23,050	30,000	6,951	77.%
2-11-18-00-110 Salaries R. Ireland Honorarium and Meetings	53,700	65,000	11,300	83.%
2-11-18-00-130 Benefits R. Ireland	5,783	7,341	1,559	79.%
2-11-22-00-110 Salaries H. Kelleher-Empey Honorarium and meetings	16,583	19,644	3,061	84.%
2-11-22-00-130 Benefits H. Kelleher-Empey	3,945	5,085	1,140	78.%
2-11-23-00-110 Salaries P. Butler Honorarium and meetings	15,023	19,644	4,621	76.%
2-11-23-00-130 Benefits P. Butler	3,868	5,085	1,217	76.%
2-11-23-00-210 Council - Council Projects	515	10,000	9,485	5.%
2-11-25-00-110 Salaries S. Wilson Honorarium and meetings	17,543	19,644	2,101	89.%
2-11-25-00-130 Benefits S. Wilson	3,993	5,085	1,092	79.%
2-11-26-00-110 Salaries J. McGrath Honorarium and meetings	19,023	19,644	621	97.%
2-11-26-00-130 Benefits J. McGrath	4,066	5,085	1,019	80.%
2-11-27-00-110 Salaries R. Damota	12,823	19,644	6,821	65.%
2-11-27-00-130 Benefits R. Damota	3,759	5,085	1,326	74.%
2-11-28-00-110 Salaries B. Journault Honorarium and meetings	13,543	19,644	6,101	69.%
2-11-28-00-130 Benefits B. Journault	1,901	5,085	3,184	37.%
2-11-01-00-149 Computer Allowance Expense	1,591	14,000	12,409	11.%
2-11-01-00-242 Council - Major Projects	1,000	10,000	9,000	10.%
2-11-01-00-290 Councillor Child Care Expense	1,846	1,000	-846	185.%
2-11-01-00-762 Transfer to Restricted - Computer Council	14,000	14,000	0.00	100.%
<b>Total Expenditures</b>	<b>217,555</b>	<b>299,715</b>	<b>82,162</b>	<b>73.%</b>



**MUNICIPALITY OF JASPER**  
**2017 Operating Budget**

**Council**

For the Ten Months Ending October-31-17 (83%)

Expenditures:

	YTD 2017	Budget	Variance	Var %
2-11-17-00-210 All Travel & Subsistentcent (Council)	17,641	25,000	7,359	71.%
2-11-18-00-110 Salaries R. Ireland Honorarium and Meetings	31,840	40,442	8,602	79.%
2-11-18-00-130 Benefits R. Ireland	4,090	5,244	1,154	78.%
2-11-19-00-110 Salaries-Nesbitt Honorarium & Meetings	10,396	17,000	6,604	61.%
2-11-19-00-130 Benefits-Nesbitt Honorariums & Meetings	3,382	4,500	1,118	75.%
2-11-22-00-110 Salaries H. Kelleher-Empey Honorarium and meetings	13,383	17,000	3,617	79.%
2-11-22-00-130 Benefits H. Kelleher-Empey	3,480	4,500	1,020	77.%
2-11-23-00-210 Council - Council Projects	720	7,500	6,780	10.%
2-11-24-00-130 Coun - Benefits V Arsenault	1,306	4,500	3,194	29.%
2-11-27-00-110 Salaries R. Damota	10,770	17,000	6,230	63.%
2-11-27-00-130 Benefits R. Damota	3,468	4,500	1,032	77.%
2-11-30-00-110 Coun - Salaries D Wacko Hon & Meetings	13,569	17,000	3,431	80.%
2-11-30-00-130 Coun -Benefits D Wacko	3,298	4,500	1,202	73.%
2-11-31-00-110 Coun -Salaries G Wall Hon &Meetings	10,023	17,000	6,977	59.%
2-11-31-00-130 Coun -Benefits G Wall	3,370	4,500	1,131	75.%
2-11-01-00-242 Consultant - Tour of Alberta Project	50,000	50,000	0	100.%
2-11-24-00-110 Coun - Salaries - V Arsenault	0	17,000	17,000	0.%
<b>Total Expenditures</b>	<b>180,736</b>	<b>257,186</b>	<b>76,451</b>	<b>70.%</b>



**MUNICIPALITY OF JASPER**  
**Trial Balance**

For the Ten Months Ending October 31, 2018 (83%)

	YTD 2018	2018 Budget	Variance	Variance %
Capital Applied:				
6-12-01-00-620 Housing Study	19,434	13,884	-5,550	140%
6-12-01-00-621 JCHC Consulting Fee	55,346	50,000	-5,346	111%
6-12-01-00-632 Folding Machine	11,284	12,000	716	94%
6-12-01-00-636 Managed Wifi Solutions	10,283	12,000	1,717	86%
6-23-01-00-610 Old fort Fire Suppression	56,936	175,000	118,064	33%
6-23-01-00-631 Hose	6,172	6,500	328	95%
6-23-01-00-632 Hydraulic Cutters	5,500	8,000	2,500	69%
6-23-01-00-634 SCBA Breathing Apparatus (12)	118,171	125,000	6,829	95%
6-23-01-00-636 Radios (3 AFRAC)	3,989	5,200	1,211	77%
6-23-01-00-639 Turnout Gear	16,543	16,000	-543	103%
6-23-01-00-652 Fire - Wild Land Rescue Unit	30,508	30,000	-508	102%
6-23-01-01-630 Fire - Structural Protection Unit (SPU) Trailer	150,098	150,000	-98	100%
6-23-01-01-634 SCBA Fill Station Upgrade	12,942	10,000	-2,942	129%
6-32-00-00-610 Roads - Storm Drainage issues (laneways)	9,961	15,000	5,039	66%
6-32-00-00-615 Transportation Study	54,565	33,826	-20,739	161%
6-32-00-00-651 New tires for Loader	13,371	15,000	1,629	89%
6-32-01-00-650 Fleet Replacement Program (Roads 2017)	72	138,270	138,199	0%
6-41-01-00-610 Water Well #3 Pump #1&2	2,890	50,574	47,685	6%
6-41-01-00-612 Decommissioning/Capping Old Water System	928	17,308	16,380	5%
6-41-01-00-632 Annual Valve Replacement Program	66,992	50,000	-16,992	134%
6-41-01-00-634 Water System Bleeders - assess, remove, rehab	14,039	150,000	135,961	9%
6-41-01-00-635 Reservoir Video Surveillance System	10,565	25,000	14,435	42%
6-41-01-00-636 SCADA system upgrade	4,689	24,666	19,977	19%
6-41-01-00-639 Fire Suppression System for Reservoir Building	2,750	20,000	17,250	14%
6-41-01-00-651 Fleet Replacement Program - HydroVac	965	700,000	699,035	0%
6-41-01-01-630 Generator and components and installation	90,015	170,000	79,985	53%
6-42-01-00-201 WWTP Annual Capital Requirement (2016)	3,311	175,000	171,689	2%
6-42-01-00-612 Storm line from Patricia/Willow to Connaught	4,438	5,000	562	89%
6-42-01-00-613 Lift Station - Sleepy Hollow	69,824	636,735	566,911	11%
6-59-01-00-630 Sonar at Cemetery	15,875	25,000	9,125	64%
6-69-03-00-622 Signage	7,644	40,000	32,356	19%
6-69-06-00-620 River Runner Roof Repair	12,800	41,092	28,292	31%
6-72-06-00-621 Administration Roof	256,397	269,100	12,703	95%
6-72-06-01-640 Daycare Playground Renovation	21,454	93,893	72,439	23%
6-72-10-00-632 Memorial bench replacement	10,295	15,000	4,705	69%
6-73-02-00-640 Conditional CFEP Matching Funds	16,000	16,000	0	100%
6-76-07-04-620 Design,permits,tender and contingency, ice plant	6,788	300,000	293,212	2%
6-76-07-04-621 Electrical Panel Surge Protector	8,103	20,000	11,897	41%
6-76-07-04-634 Arena Asbestos Abatement	268,914	400,000	131,086	67%
6-76-10-00-640 Centennial Park Soccer Field and Irrigation	43,280	59,023	15,743	73%
6-77-08-00-620 Motor Control Centre replacement	9,430	211,250	201,820	4%
6-77-08-00-622 Steel column repair	73,027	58,687	-14,340	124%
6-12-01-00-631 Telecommunication System Replacement		27,050	27,050	0%
6-23-01-00-201 ESB - Building Upkeep (Painting)		9,870	9,870	0%
6-23-01-00-633 Chairs - Training Room		5,000	5,000	0%
6-23-01-00-650 Command 2 Replacement (fleet)		65,000	65,000	0%
6-31-31-00-630 Operations building key system		20,000	20,000	0%
6-32-00-00-630 Christmas Decoration Replacement Program		12,500	12,500	0%
6-32-00-00-640 Robson Park Master Plan		20,000	20,000	0%
6-32-03-00-201 Wayfinding Signage		244,228	244,228	0%
6-41-01-00-611 Reservoir Cleanin		10,000	10,000	0%
6-41-01-00-613 Domestic Water Well Head Protective Structures		15,000	15,000	0%
6-41-01-00-638 Asset Management Software		50,000	50,000	0%
6-41-01-00-650 Fleet Replacement Program (Water 2017)		258,467	258,467	0%
6-41-01-01-650 Fleet Replacement Program (Water 2017))		187,401	187,401	0%
6-42-01-00-610 Abandon Trailer Park sewer manholes		30,000	30,000	0%
6-42-01-00-611 Redesign & reconstruct access to Lift Station #6		25,000	25,000	0%
6-42-01-00-631 Sani-Dump Station Rehabilitation		11,412	11,412	0%
6-43-01-00-630 Garbage Bin Replacement Program		74,843	74,843	0%
6-44-01-00-630 Hydraulic Arm for Baler		15,000	15,000	0%
6-67-12-00-620 Municipal Housing Repairs		20,000	20,000	0%
6-69-02-00-620 AMA Building Improvements		15,000	15,000	0%
6-72-06-00-624 Automatic Door Openers		13,000	13,000	0%
6-72-06-01-610 Parking Lot (remove large planters, add parking)		30,000	30,000	0%
6-72-06-01-620 Kitchen make up air unit		71,750	71,750	0%
6-72-06-01-621 Dehumidifier in curling rink		28,840	28,840	0%
6-72-06-01-623 Reception desk replacement (flooring worn through)		25,000	25,000	0%
6-72-06-01-637 Rooftop Unit #5		48,000	48,000	0%
6-72-06-01-638 Roof Top Heating Units (2015/2016)		27,641	27,641	0%
6-72-06-01-639 Kitchen Rooftop Unit		20,000	20,000	0%
6-72-10-00-641 Operations yard: reservoir yard; WWTP lands S Bloc		75,000	75,000	0%
6-72-10-00-642 Operations yard cleanup-special handling of emulsi		15,000	15,000	0%
6-76-07-04-631 Chiller Gaskets Arena		25,000	25,000	0%
6-76-07-04-633 Stand Heating Units		30,000	30,000	0%
6-76-10-00-631 Centennial Park Backstop (c and b)		10,000	10,000	0%
6-77-08-00-621 Replace water slide stairs and water slide		600,000	600,000	0%
6-77-08-00-631 Acutrol		15,000	15,000	0%
6-77-08-00-633 Climbing wall mats		35,000	35,000	0%
<b>Total Capital Applied</b>	<b>1,596,588</b>	<b>6,574,010</b>	<b>4,977,422</b>	<b>27%</b>





**MUNICIPALITY OF JASPER**  
**Balance Sheet**

For the Ten Months Ending October 31, 2018 (83%)

	Opening Balance	YTD 2017	Closing Balance
<b>Assets</b>			
Cash on Hands and Deposits	\$9,900,232.02	\$5,789,814.25	\$15,690,046.27
Taxes and Grants in lieu of Taxes Receivable	284,404.12	756,040.84	1,040,444.96
Due from other Governments	1,489,531.60	-1,347,566.93	141,964.67
Trade and other Receivables	1,220,160.27	-287,098.41	933,061.86
Business Licences Due	27.50	357.50	385.00
Prepaid Expenses	373,787.07	82,598.92	456,385.99
Investment in Trailer Park Utilites; Lane paving	46,975.29		46,975.29
Inventory	40,812.26		40,812.26
Net Tangible Capital Assets	57,994,934.99		57,994,934.99
<b>Total Assets</b>	<b>71,350,865.12</b>	<b>4,994,146.17</b>	<b>76,345,011.29</b>
<b>Liabilities</b>			
Accounts payable and accrued liabilities	1,696,527.29	-1,002,760.38	693,766.91
Deposit Liabilities	671,978.82	-124,823.08	547,155.74
Deffered Revenue	4,080,805.52	2,282,990.11	6,363,795.63
Tax Overlevy	45,307.61		45,307.61
Long Term Debt	2,775,745.89		2,775,745.89
<b>Total Liabilities</b>	<b>9,270,365.13</b>	<b>1,155,406.65</b>	<b>10,425,771.78</b>
<b>Municipal Equity</b>			
Equity in Physical Assets	57,333,042.51		57,333,042.51
Restricted Funds	4,456,458.84	1,341,832.63	5,798,291.47
Accumulated Surplus	303,598.64		303,598.64
Current Surplus	-12,600.00	2,496,906.89	2,484,306.89
<b>Total Liabilities and Municipal Equity</b>	<b>71,350,865.12</b>	<b>4,994,146.17</b>	<b>76,345,011.29</b>

# 2019 Budget Discussion and Decision Schedule

\*Subject to Change

Itinerary	Details
October 2, 2018 Regular Meeting	Request for <u>Direction</u> on Budget Process
November 20, 2018 (9-12pm)	Capital Field Visit/Presentations <b>(NEW this year)</b>
November 27, 2018 Committee of the Whole	Presentations by Jasper Municipal Library, Museum and Jasper Victim Services Society
November 27, 2018 Public Presentation (6-9pm)	Finance, Community Family Services and Protective Services
November 28, 2018 Public Presentation (6-9pm)	Culture & Recreation and Operations
December 4, 2018 Regular Meeting	Request for <u>Decision (Notice)</u> <b>2019-2013 Operating Budget</b> Request for <u>Decision (Notice)</u> <b>2019-2023 Capital Budget</b> Request for <u>Decision (Notice)</u> <b>2019 Utility Rates</b>
December 11, 2018 Committee of the Whole	TBD
December 18, 2018 Regular Meeting	Request for <u>Decision</u> <b>2019-2023 Capital Budget</b> Request for <u>Decision</u> <b>2019 Utility Rates</b>
January 8, 2019 Committee of the Whole	TBD
January 15, 2019 Regular Meeting	TBD
January 22, 2019 Committee of the Whole	TBD
February 5, 2019 Regular meeting	TBD
February 12, 2019 Committee of the Whole	TBD
February 19, 2019 Regular Meeting	TBD
February 26, 2019 Committee of the Whole	TBD
March 5, 2019 Regular Meeting	TBD
March 12, 2019 Committee of the Whole	TBD
March 19, 2019 Regular Meeting	Request for <u>Decision</u> <b>2019 Operating Budget</b>
May 1, 2018 Regular Meeting	2019 Tax Rate Bylaw – 1 <sup>st</sup> and 2 <sup>nd</sup> reading request
May 15, 2018 Regular Meeting	2019 Tax Rate Bylaw – 3 <sup>rd</sup> reading request



MUNICIPALITY OF JASPER  
Capital Expense Report

As at September 30, 2018

	YTD 2018	2018 Budget	Variance	Comments
<b>Administration:</b>				
6-12-01-00-620 Housing Study	19,434.17	13,884.00	-5,550.17	Variance to be covered by Parks Canada contribution
6-12-01-00-621 JCHC Consulting Fee	55,346.14	50,000.00	-5,346.14	Variance to be covered by Parks Canada contribution
6-12-01-00-632 Folding Machine	11,283.67	12,000.00	716.33	Complete and under budget
6-12-01-00-636 Managed Wifi Solutions	10,282.90	12,000.00	1,717.10	Complete and under budget RFP awarded Oct 10, 2018, will be complete in 2018 and under budget
6-12-01-00-631 Telecommunication System Replacement		27,050.00	27,050.00	
<b>Protective Services:</b>				
6-23-01-00-631 Hose	6,172.10	6,500.00	327.90	Complete and under budget
6-23-01-00-632 Hydraulic Cutters	5,500.00	8,000.00	2,500.00	Will be complete in 2018
6-23-01-00-634 SCBA Breathing Apparatus (12)	118,170.75	125,000.00	6,829.25	Will be complete in 2018
6-23-01-00-636 Radios (3 AFRAC)	3,989.13	5,199.91	1,210.78	Will be complete in 2018
6-23-01-00-639 Turnout Gear	16,543.25	16,000.00	-543.25	Complete and over budget
6-23-01-00-652 Fire - Wild Land Rescue Unit	30,507.57	30,000.00	-507.57	Complete and over budget
6-23-01-01-630 Fire - Structural Protection Unit (SPU) Trailer	149,508.22	150,000.00	491.78	Will be complete in 2018 This project is linked with SCBA project and overage is balanced with 00-634 being under.
6-23-01-01-634 SCBA Fill Station Upgrade	12,942.35	10,000.00	-2,942.35	00-634 being under.
6-23-01-00-201 ESB - Building Upkeep (Painting)		9,869.67	9,869.67	Carry Forward to 2019 Request
6-23-01-00-610 Old fort Fire Suppression		175,000.00	175,000.00	90% complete
6-23-01-00-633 Chairs - Training Room		5,000.00	5,000.00	Will be complete in 2018
6-23-01-00-650 Command 2 Replacement (fleet)		65,000.00	65,000.00	Will be complete in 2018
<b>Roads:</b>				
6-32-00-00-610 Roads - Storm Drainage issues (laneways)	8,500.00	15,000.00	6,500.00	Not complete, one more alley to be regraded in 2018 Overage include WSP fees for tendering the study, assorted advertising costs, and two change orders (1. additional presentation to council 2. expanded scope)
6-32-00-00-615 Transportation Study	54,564.75	33,826.00	-20,738.75	
6-32-00-00-651 New tires for Loader	13,371.20	15,000.00	1,628.80	Complete and under budget
6-32-01-00-650 Fleet Replacement Program (Roads 2017)	71.55	138,270.38	138,198.83	Carry Forward request to 2019 (\$30,000 only)
<b>Water:</b>				
6-41-01-00-610 Water Well #3 Pump #1&2	1,338.00	50,574.39	49,236.39	Carry Forward request to 2019
6-41-01-00-632 Annual Valve Replacement Program	60,329.37	50,000.00	-10,329.37	Reactive Repairs added to proactive replacement and repairs (ID12)
6-41-01-00-634 Water System Bleeders - assess, remove, rehab	5,155.08	150,000.00	144,844.92	More invoices pending
6-41-01-00-635 Reservoir Video Surveillance System	10,565.00	25,000.00	14,435.00	Complete, final invoices pending
6-41-01-00-639 Fire Suppression System for Reservoir Building	2,749.81	20,000.00	17,250.19	Design complete, installation ongoing
6-41-01-00-651 Fleet Replacement Program - HydroVac	2,848.73	700,000.00	697,151.27	Purchase in 2018, delivery in 2019
6-41-01-01-630 Generator and components and installation	30,464.62	170,000.00	139,535.38	RFP closes Oct 19. Should be installed in 2018
6-41-01-00-611 Reservoir Cleanin		10,000.00	10,000.00	Carry Forward request to 2019 Change of scope. Installing a check valve as line in no longer being disconnected due to Old Fort Point Fire Flow project. Funds will be needed for check valve
6-41-01-00-612 Decommissioning/Capping Old Water System		17,308.05	17,308.05	
6-41-01-00-613 Domestic Water Well Head Protective Structures		15,000.00	15,000.00	Carry Forward request to 2019
6-41-01-00-636 SCADA system upgrade		24,665.60	24,665.60	95% Complete. New system functional. Software adjustments ongoing
6-41-01-00-638 Asset Management Software		50,000.00	50,000.00	Framework currently being designed, possible carry forward 406,000 to be paid from these two amounts, 19,868.44 to be removed from requests for 2018, MSIC approved
6-41-01-00-650 Fleet Replacement Program (Water 2017)		258,467.44	258,467.44	
6-41-01-01-650 Fleet Replacement Program (Water 2017)		187,401.00	187,401.00	20K to be expended in 2018 for mower and trailer
<b>Sewer:</b>				
6-42-01-00-201 WWTP Annual Capital Requirement (2016)	3,061.17	175,000.00	171,938.83	Pending meeting with Suez, possible carry forward
6-42-01-00-612 Storm line from Patricia/Willow to Connaught	4,437.75	5,000.00	562.25	Design complete and under budget RFD#1 Mar 20, 18 \$85,808 for Prel design, RFD #2 Oct 2, 18
6-42-01-00-613 Lift Station - Sleepy Hollow	40,353.75	636,735.00	596,381.25	\$550,926.96 (Phase 1)
6-42-01-00-610 Abandon Trailer Park sewer manholes		30,000.00	30,000.00	Carry forward request into 2019
6-42-01-00-611 Redesign & reconstruct access to Lift Station #6		25,000.00	25,000.00	Carry forward request into 2019
6-42-01-00-631 Sani-Dump Station Rehabilitation		11,411.50	11,411.50	Carry forward request into 2019, pending redesign
<b>Garbage:</b>				
6-44-01-00-630 Hydraulic Arm for Baler		15,000.00	15,000.00	Carry forward request into 2019
6-43-01-00-630 Garbage Bin Replacement Program		74,843.00	74,843.00	Will have tender out in 2018

**Culture & Recreation:**

6-72-06-00-621 Administration Roof	256,397.00	269,100.00	12,703.00	Complete and under budget
6-72-06-01-640 Daycare Playground Renovation	9,320.53	93,893.00	84,572.47	Will be complete in 2018
6-72-06-00-624 Automatic Door Openers		13,000.00	13,000.00	Will be complete in 2018
6-72-06-01-610 Parking Lot (remove large planters, add parking)		30,000.00	30,000.00	Carry Forward Request to 2019
6-72-06-01-620 Kitchen make up air unit		71,750.00	71,750.00	Carry Forward Request to 2019
6-72-06-01-621 Dehumidifier in curling rink		28,840.00	28,840.00	Carry Forward Request to 2019
6-72-06-01-623 Reception desk replacement (flooring worn through)		25,000.00	25,000.00	Will be complete in 2018
6-72-06-01-637 Rooftop Unit #5		48,000.00	48,000.00	Carry Forward Request to 2019
6-72-06-01-638 Roof Top Heating Units (2015/2016)		27,641.16	27,641.16	Carry Forward Request to 2019
6-72-06-01-639 Kitchen Rooftop Unit		20,000.00	20,000.00	Carry Forward Request to 2019
6-76-07-04-621 Electrical Panel Surge Protector	8,103.00	20,000.00	11,897.00	Complete, under budget
6-76-07-04-634 Arena Asbestos Abatement	267,700.06	400,000.00	132,299.94	Complete, under budget
6-76-10-00-640 Centennial Park Soccer Field and Irrigation	43,280.40	59,022.94	15,742.54	Complete, under budget (Centennial 150 Funding) Complete, over budget, roof ladder, Expanded scope of work to incl
6-77-08-00-622 Steel column repair	73,027.40	58,687.00	-14,340.40	roof ladders for Act Ctr as per H&S requirements
6-76-07-04-620 Design,permits,tender and contingency, ice plant		300,000.00	300,000.00	In progress, 2019 Carry Forward, Design to be completed in 2018
6-76-07-04-631 Chiller Gaskets Arena		25,000.00	25,000.00	Carry Forward Request to 2019
6-76-07-04-633 Stand Heating Units		30,000.00	30,000.00	Carry Forward Request to 2020
6-76-10-00-631 Centennial Park Backstop (c and b)		10,000.00	10,000.00	Removing from 2018 and moved to 2021 Request In progress, 2019 Carry Forward, Design complete. To be
6-77-08-00-620 Motor Control Centre replacement		211,250.00	211,250.00	completed when slide is replaced.
6-77-08-00-621 Replace water slide stairs and water slide		600,000.00	600,000.00	In progress, 2019 Carry Forward
6-77-08-00-631 Acutrol		15,000.00	15,000.00	Carry Forward Request to 2019
6-77-08-00-633 Climbing wall mats		35,000.00	35,000.00	Will be complete in 2018

**Grounds:**

6-72-10-00-632 Memorial bench replacement	10,295.00	15,000.00	4,705.00	JE from Operating, 10 new log benches
6-72-10-00-641 Operations yard: reservoir yard; WWTP lands S Bloc		75,000.00	75,000.00	Initial discussions started. Carry forward requested into 2019
6-72-10-00-642 Operations yard cleanup-special handling of emulsi		15,000.00	15,000.00	Will be completed in 2018
6-73-02-00-640 Conditional CFEP Matching Funds	16,000.00	16,000.00	0.00	Complete, on budget
6-32-00-00-640 Robson Park Master Plan		20,000.00	20,000.00	Carry Forward Request into 2019
6-32-00-00-630 Christmas Decoration Replacement Program		12,500.00	12,500.00	Will be tendered in 2018 Carry Forward Request into 2019, working with Parks Canada to
6-32-03-00-201 Wayfinding Signage		244,228.00	244,228.00	standardize joint messaging in town, ID12 MSIC Funding
6-59-01-00-630 Sonar at Cemetery		25,000.00	25,000.00	Ground truthing complete. Report pending

**Properties:**

6-31-31-00-630 Operations building key system		20,000.00	20,000.00	Carry Forward Request into 2019
6-67-12-00-620 Municipal Housing Repairs		20,000.00	20,000.00	Repairs postponed as per tenant request Will be removed from capital ask. New capital ask in 2019 for
6-69-02-00-620 AMA Building Improvements		15,000.00	15,000.00	demolition
6-69-06-00-620 River Runner Roof Repair	12,800.00	41,092.00	28,292.00	RFP to change funds to Tobaggan Hill, JE to occur.

**Total Capital Applied**

<b>1,374,414.42</b>	<b>6,534,010.04</b>	<b>5,159,595.62</b>
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**Municipality of Jasper Bylaw Summary**

**Updated: 11/16/2018**

	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
211	Cannabis Consumption Bylaw				18-Sep-18	18-Sep-18	2-Oct-18	19-Sep-18	20-Sep-18
210	Regional Assessment Review Board Bylaw		201		5-Jun-18	19-Jun-18	3-Jul-18	25-Jun-18	26-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	19-Jun-18	6-Jun-18	7-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



October 30, 2018

Mayor Ireland & Council  
Municipality of Jasper  
PO Box 520  
Jasper AB, T0E 1E0

This correspondence is to inform you that The Alberta Government Department of Seniors and Housing requested that The Evergreens Foundation assume operations of the Pembina Housing Authority. This will be a 51 unit addition to the Government owned properties that The Foundation manages. These additional properties are funded in their entirety by the Provincial Program and in no way impact your municipal requisition.

Below is the motion that was passed and accepted by The Evergreens Foundation Board of Directors of at the September 24, 2018 Regular Board Meeting.

**Pembina Housing Authority**

***Motion 087-18***

***Vice Chair Janet Wilkinson moved to approve the takeover of Pembina Housing Authority Schedule A properties. UNANIMOUSLY CARRIED.***

Please see attached suggested statement, requiring signature, confirming that the municipality is aware of The Evergreens Foundation taking over operation of additional units effective January 1, 2019. Please submit the signed statement, or statement of your choice on your letterhead no later than November 15, 2018.

Respectfully,

Kristen Chambers, CAO  
The Evergreens Foundation  
780-865-5444 ext 6

At the \_\_\_\_\_, 2018 Council meeting, the Municipality of Jasper Council was advised that The Evergreens Foundation Board of Directors has unanimously passed a motion to consolidate with Pembina Housing Authority and will be incorporating 51 additional housing units into their operations. \_\_\_\_\_ Mayor and Council are aware of this decision.

\_\_\_\_\_  
Signature

DRAFT

# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, November 20, 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, November 20, 2018 as presented.

## **3. Approval of minutes**

BE IT RESOLVED THAT Council approve the minutes for the November 6, 2018 regular Council meeting as presented.

## **4. In camera**

BE IT RESOLVED THAT Council move in camera at \_\_\_\_\_ to discuss agenda item 13.1 Deliberative Matter: budget discussions – FOIP, S.29

## **5. Adjournment**

BE IT RESOLVED THAT, there being no further business, the regular meeting of November 20, 2018 be adjourned at \_\_\_\_\_.