

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
October 4, 2022 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)



Notice: Council members and staff are at the Jasper Library and Cultural Centre. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 1:30 pm, use this Zoom link: <https://us02web.zoom.us/j/87657457538>**

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, October 4, 2022 attachment

Recommendation: That Council approve the agenda for the regular meeting of October 4, 2022 as presented.

3 APPROVAL OF MINUTES

3.1 Committee of the Whole meeting minutes, September 27, 2022 attachment

Recommendation: That Council approve the minutes of the September 27, 2022 Committee of the Whole meeting as presented.

3.2 Regular meeting minutes, September 27, 2022 attachment

Recommendation: That Council approve the minutes of the September 27, 2022 Regular Council meeting as presented.

4 CORRESPONDENCE

4.1 Jasper Park Chamber of Commerce attachment

5 DELEGATIONS

6 NEW BUSINESS

6.1 Paid Parking

Recommendation: That Council consider an early ending to the 2022 Paid Parking season.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

[8.1 Council's appointments to boards and committees](#)

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

October 4, 2022 | 1:30 pm

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9 UPCOMING EVENTS

Jasper Park Chamber of Commerce General Meeting – October 12, 8:30am

NETMA – October 19, Wicked Cup, 5-7pm

Organizational Meeting – October 25, following Committee of the Whole

Intergovernmental meeting – October 27, 2pm

Alberta Recreation & Parks Association Conference – October 27-29, Fairmount Jasper Park Lodge

Budget Presentations – November 15 & 16

10 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of October 4, 2022 be adjourned at _____.

Please note: All regular and committee meetings of Council are video recorded and archived on YouTube.

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, September 27, 2022 | 9:30am
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through Zoom livestreaming and in person attendance.
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Wendy Hall, Scott Wilson, Ralph Melnyk, Helen Kelleher-Empey and Kathleen Waxer
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Natasha Malenchak, Director of Finance & Administration John Greathead, Director of Operations & Utilities Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Lynn Wannop, Coco's Café Shelley Koebel, SnowDome Coffee Bar & Andromeda Coffee, Coin Clean Laundry Erin Toop, WSP Bob Covey, The Jasper Local Jason Stockfish, The Fitzhugh 21 observers
Call to Order	Deputy Mayor Damota called the September 27, 2022 Committee of the Whole meeting to order at 9:31am and began with a Traditional Land Acknowledgement .
Additions to the agenda	Councillor Kelleher-Empey asked to add the following item to the agenda: <ul style="list-style-type: none">• 7.7 Update on utility work on Patricia Street Mayor Ireland asked to add the following item to the agenda: <ul style="list-style-type: none">• 4.0 Approval of the September 13, 2022 Committee of the Whole minutes Mayor Ireland indicated that today is World Tourism Day, and acknowledged the important contributions tourism makes to our community every day of the year. Councillor Melnyk joined the meeting at 9:35am.
Approval of agenda #402/22	MOTION by Councillor Kelleher-Empey to approve the agenda for the September 27, 2022 Committee of the Whole meeting with the following additions: <ul style="list-style-type: none">• 7.7 Update regarding utility work on Patricia Street• 4.0 Approval of the September 13, 2022 Committee of the Whole minutes
	FOR 7 Councillors
	AGAINST 0 Councillor
	CARRIED

Approval of minutes #403/22	MOTION by Councillor Hall to approve the minutes of the September 13, 2022 Committee of the Whole meeting as presented.						
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 34%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillor</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillor	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillor	CARRIED					
Business arising from minutes	none						
Delegations	Business owners Lynn Wannop and Shelley Koebel were in attendance to address their respective correspondence items submitted to Council.						
Correspondence – Lynn Wannop, Coco’s Cafe	Lynn Wannop spoke to a piece of correspondence addressed to Mayor & Council detailing her experience as a small business owner during the Chetamon Wildfire and power outage. Council and Administration answered questions and provided clarifications with regards to the information and concerns shared by Mrs. Wannop. Her main request was for dedicated business communications to be issued moving forward.						
Correspondence – Shelley Koebel, SnowDome Coffee Bar #404/22	<p>Shelley Koebel presented a request to Council regarding an early cessation of the 2022 Paid Parking Program to help bring back visitors and locals to the downtown core.</p> <p>MOTION by Councillor Wilson that Committee direct Council to discuss at today’s Regular Council meeting an early ending to the 2022 Paid Parking season.</p>						
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Recess	Deputy Mayor Damota called a recess from 10:55 – 11:09am.						
Jasper Transportation Strategy and Action Plan #405/22	<p>Council received a presentation from Erin Toop with WSP on the Jasper Transportation Strategy and Action Plan. Highlights included a review of the project process and timing; a background review on site overview, opportunities and constraints; and next steps.</p> <p>MOTION by Councillor Kelleher-Empey that Committee receive the Jasper Transportation Strategy and Action Plan report for information.</p>						
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Activity Centre Renovation Progress Update #406/22	<p>Director of Community Development, Christopher Read, presented recommendations and alternatives to Council with respect to the Activity Centre Renovation Project. Council reviewed design options and received a progress update on the project.</p> <p>MOTION by Mayor Ireland that Committee receive the September 2022 Activity Centre Renovation Progress Update for information; and</p> <p>That Committee endorse the design concept of non-gendered change rooms in the Aquatic Centre.</p>						

	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
#406/22	MOTION by Mayor Ireland that Committee recommend Council direct administration to adjust scope of the project and continue the design process with three (3) new arena dressing rooms.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Damota called a recess from 12:25 to 1:15pm.		
Meeting Extension #407/22	MOTION by Councillor Melnyk that the September 27, 2022 Committee of the Whole meeting be extended beyond four hours if necessary.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Director's Report – Finance & Administration #408/22	Council received a report from Director of Finance & Administration, Natasha Malenchak, detailing the recent projects in the department, including major projects in information technology and budget planning; staff training; service numbers; and a review of the current operating budget and capital expenses.		
	MOTION by Councillor Waxer that Committee receive the report for information.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Utilities Model Review	On January 11, 2022 Committee provided direction to Administration to incorporate the Connection, Consumption and Capital concept (CCC Rate model) into the 2022 rates. On February 1, Council gave third reading to the Utility Rates Bylaw. At that time, Council also directed Administration to provide an update on the outcomes of the new model after four billing cycles.		
#409/22	MOTION by Mayor Ireland that Committee recommend Council receive the Utility Rate Model Outcomes Review for information and maintain the CCC model; and		
	That Committee direct Administration to present alternatives to the calculation of charges including church properties within the CCC model to achieve greater equity.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
RFD – Left Turn Option for Petro- Canada and Bright Spot Restaurant	In May of 2022, Council directed Administration to provide a report on a request for a new left turn option to Petro-Canada and the Bright Spot Restaurant on Connaught Drive. Council received a report from Director of Operations & Utilities, John Greathead,		

detailing the work Administration has done with WSP to design and assess the viability of the construction of a turning lane to increase access to the property.

#410/22 MOTION by Mayor Ireland that Committee receive the report for information, and direct Administration to invite the proponent to provide Council with a Traffic Impact Analysis, at the sole cost of the proponent, for Council to further consider the request, with the understanding that if approved the entire project would proceed at the sole cost of the proponent.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Recess Deputy Mayor called a recess from 2:50 – 3:01pm

Municipal Position on Private Home Accommodations Council considered recommendations and alternatives to begin the development of a municipal position on Private Home Accommodations in Jasper.

#411/22 MOTION by Mayor Ireland that Committee recommend Council approve as a municipal position those items enumerated in the first section 'Public Input and Transparency of Decision Making' in the draft municipal response; and

That Council direct Administration to communicate this information to Parks Canada.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

#412/22 MOTION by Councillor Wilson that Committee recommend Council include in the municipal position section 'Application of Changes to Existing PHAs' with the removal of 'in good faith sought'.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Update on utility work on Patricia Street Councillor Kelleher-Empey requested an update on utility work scheduled for Patricia Street in October. Mr. Given and Mr. Greathead provided information on the work being undertaken by Shaw, as a contractor, in the installation of fibre optic infrastructure.

Motion Action List Administration reviewed the Motion Action List, which included updated target dates and the removal of items which were addressed today.

#413/22 MOTION by Councillor Hall that Committee approve the updated Motion Action List.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Councillor reports none

Upcoming Events Council reviewed a list of upcoming events.

In Camera

Council and Mr. Given agreed to defer the in camera item due to the length of the meeting.

Adjournment
#414/22

MOTION by Councillor Wilson, there being no further business, the Committee of the Whole meeting of September 27, 2022 be adjourned at 3:57pm.

FOR

AGAINST

7 Councillors

0 Councillors

CARRIED

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, September 27, 2022 | 1:30 pm
 Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.						
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Kathleen Waxer, Wendy Hall, Ralph Melnyk, Helen Kelleher-Empey and Scott Wilson						
Also present	Bill Given, Chief Administrative Officer Christopher Read, Director of Community Development Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Local 3 observers						
Call to order	Mayor Ireland called the September 27, 2022 regular meeting to order at 4:07pm. Mayor Ireland relinquished the chair to Deputy Mayor Damota.						
Additions to agenda	Mayor Ireland asked that the following item be added to the agenda: <ul style="list-style-type: none"> • 6.4 Flag Raising <p>Councillor Wilson asked that the following item be added to the agenda after being discussed at this morning's Committee of the Whole meeting:</p> <ul style="list-style-type: none"> • 6.5 Paid Parking <p>Mr. Given asked that the following item be added to the agenda after being discussed at Committee:</p> <ul style="list-style-type: none"> • 6.6 Activity Centre Renovation Project <p>Councillor Damota returned the chair to Mayor Ireland.</p>						
Approval of agenda #415/22	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the agenda for the September 27, 2022 regular meeting with the additions: <ul style="list-style-type: none"> • 6.4 Flag Raising • 6.5 Paid Parking • 6.6 Activity Centre renovation Project <table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 34%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
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Approval of Regular minutes #416/22	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the September 6, 2022 regular meeting as presented. <table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 34%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
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Approval of Committee of the Whole minutes	The September 13, 2022 Committee of the Whole minutes were approved as presented at the Committee meeting earlier today.						
Correspondence	none						
Delegations	none						
Alberta/Japan Twinning Municipalities Association	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve hosting the 2023 AJTMA conference and direct Administration to include \$6,000 in the 2023 proposed budget to be presented to Council for approval.						

Conference #417/22	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Public Transportation Memorandum of Understanding	<p>At the September 13, 2022 Committee of the Whole meeting Council reviewed a Memorandum of Understanding (MOU) for the provision of public transportation services between the Municipality and Parks Canada. Minor edits were made to update the document and an updated draft was presented by Administration.</p> <p>Council requested that the following amendments be made to the MOU:</p> <p style="padding-left: 40px;">6.01 (f) the Municipality shall ensure that maintain any lands used for this program are free of contaminants and waste and that agents of the Municipality regularly monitor, clean up, and address any issues on the lands;</p> <p style="padding-left: 40px;">NEW 6.02 (g) Parks Canada shall ensure that any lands used for this program outside the townsite are free of contaminants prior to the initiation of the service.</p>		
#418/22	<p>MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the Memorandum of Understanding (MOU) for the provision of public transportation services with Parks Canada as amended.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Municipal position on private home accommodations #419/22	<p>MOTION by Councillor Wilson – BE IT RESOLVED that Council direct Administration to provide to Parks Canada Council’s position on Private Home Accommodations which includes those items enumerated in the first section ‘Public Input and Transparency of Decision Making’ in the draft municipal response, and ‘Application of Changes to Existing PHAS’.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	<p>Mayor Ireland relinquished the chair to Deputy Mayor Damota.</p>		
Flag Raising #420/22	<p>MOTION by Mayor Ireland – BE IT RESOLVED that Council direct Administration to raise a flag of recognition for National Day for Truth & Reconciliation during the week of the September 30 to October 6, 2022.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	<p>Deputy Mayor Damota returned the chair to Mayor Ireland.</p>		
Paid Parking #421/22	<p>Council received a presentation from a local business owner at the Committee of the Whole meeting held earlier today. The request was to consider an earlier termination of the 2022 Paid Parking program, which is scheduled to end on October 31, 2022.</p> <p>MOTION by Councillor Keller-Empey – BE IT RESOLVED that Council defer the matter of an early cessation to the Paid Parking program to the October 4, 2022 Regular Council meeting.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Activity Centre Renovation Project Progress Update #422/22	<p>MOTION by Councillor Waxer – BE IT RESOLVED that Council direct Administration to adjust scope of the Activity Centre Renovation project and continue the design process with three (3) new arena dressing rooms.</p>		
	FOR	AGAINST	

	7 Councillors	0 Councillors	CARRIED
Notices of Motion	none		
Councillor Reports	<p>Councillors Melnyk, Waxer, Hall, Wilson, Damota and CAO Given were all in Calgary last week for the Alberta Municipalities convention.</p> <p>Councillor Kelleher-Empey attended her last Community Futures West Yellowhead meeting in Grande Cache on September 16 after serving on the board for nine years and reaching her end of term. She will also be attending an Evergreens Foundation in Edson on October 17.</p> <p>Councillor Damota is planning to attend the 2022 Alberta Recreation & Parks Association Conference at Fairmont Jasper Park Lodge on October 27 to 29.</p> <p>Councillor Melnyk attended a TransCanada Yellowhead Highway Association meeting on September 16. He will be attending a Jasper Community Housing Corporation meeting this Thursday and a Jasper Yellowhead Museum and Archives on Wednesday night.</p> <p>Councillor Hall attended a Jasper Library Board meeting on September 14 and will be attending a Yellowhead Regional Library Board meeting on October 3.</p> <p>Mayor Ireland will be meeting tomorrow with MLA Martin Long and asked if Councillor Waxer, as the alternate, could attend the meeting of the Jasper Partnership Initiative meeting which is scheduled at the same time.</p> <p>Mayor Ireland will be speaking at the Alberta Forest Products Association Annual General Meeting and Conference at Fairmont Jasper Park Lodge tomorrow night.</p> <p>Mayor Ireland and CAO Given are scheduled for a Zoom call Friday morning with the Mayors and CAOs of Banff and Canmore.</p> <p>Mayor Ireland and Councillor Kelleher-Empey attended a ceremony last week at the Jasper Legion to honor Queen Elizabeth II.</p> <p>Mayor Ireland was in Banff on Friday of last week and presented to the Federal Electoral Boundaries Commission at an engagement session.</p>		
Upcoming events	Council received a list of upcoming events for information.		
Adjournment #423/22	<p>MOTION by Councillor Melnyk – BE IT RESOLVED that, there being no further business, the regular meeting of September 27, 2022 be adjourned at 4:54pm.</p>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Mayor

Chief Administrative Officer



September 28, 2022

Mayor Richard Ireland and Council

Municipality of Jasper

Jasper, Alberta T0E 1E0

By Email

Mayor Ireland and Council

RE: Paid Parking Program

Further to the Committee of the Whole and subsequent Council Meeting that included the above noted program, the Jasper Park Chamber of Commerce submits support for same now and going forward.

Clearly the program is meant to increase revenue to address various needs of the community that have historically been achieved through taxation. JPCC also seeks clarity on the proposed or projected use of the revenue generated to further support the program and inform the membership.

Further, the opportunity for residents to access five hundred hours of free parking in the paid parking zones is most appreciated by many. Frankly, after contacting other communities who have implemented paid parking, without any exception, **everyone** pays for parking, end of story. Thank you for considering the needs of residents in establishing that 500-hour consideration.

Through recent discussion with members of the Chamber, there is little opposition toward the initiative with some suggesting year-round while others like the seasonal approach. The Chamber would be pleased to undertake a survey of the membership and share results with the Municipality as the program continues to move forward.

Finally, the JPCC believes the effort to 'tweak' the hot spot app and the overall messaging must continue to evolve as members often find themselves explaining the process especially to those who are not using mobile phones for whatever reason. Perhaps a few additional kiosks would also make access simpler for users? Again, JPCC is eager to assist in whatever way it can to help the Municipality to achieve complete success.

Thank you for your consideration,

Justin Melnyk, President

Jasper Park Chamber of Commerce

P. O. Box 98, Jasper, Alberta T0E 1E0

P: 780 852 4621 E: ppavlov@jpcc.ca W: www.jasperparkchamber.ca