

Municipality of Jasper
Committee of the Whole Meeting Agenda
May 23, 2023 | 9:30 am
Jasper Library & Cultural Centre – Quorum Room

Notice: Council members and a limited number of staff are in Council chambers for meetings. 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 9:30 am, use the following Zoom link: <https://us02web.zoom.us/j/87657457538>

1. Call to order Deputy Mayor Waxer to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 May 23, 2023 Committee of the Whole agenda attachment

4. May 9, 2023 Committee of the Whole minutes – approved May 16, 2023 attachment

4.1 Business arising from minutes

5. Delegations

5.1 Habitat for the Arts attachment

6. Correspondence

7. New business

7.1 Habitat for the Arts, 2022 Deliverables Review attachment

7.2 Variance Request – Sidewalk Seating, Papa George's Restaurant attachment

7.3 Crisis Intervention Needs in Jasper attachment

7.4 Municipal Service to Private Leaseholds attachment

7.5 Extended Producer Responsibility attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

[9.1 Council appointments to boards and committees](#)

10. Upcoming events

NETMA – 5-7pm, May 24, Jasper Museum

Summer Staff Welcome Event – 11am-4pm, May 25, Commemoration Park

Federation of Canadian Municipalities Conference – May 25-28, Metro Toronto Convention Center

Senior's Week – June 5-11

Senior's Tea – 2pm, June 8, Jasper Activity Centre

Jasper Park Chamber of Commerce Annual General Meeting – June 14

11. Adjournment

All regular and committee meetings of Council are video-recorded and archived on YouTube.

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, May 9, 2023 | 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 Kathleen Waxer, Councillors Rico Damota, Scott Wilson, Wendy Hall, Helen Kelleher-Empey and Ralph Melnyk		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Natasha Malenchak, Director of Finance & Administration Christopher Read, Director of Community Development Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local Peter Shokeir, The Fitzhugh Soto Korogonas, Downstream Restaurant Mike Cassio, Cassio's Italian Restaurant 14 observers		
Call to Order	Deputy Mayor Waxer called the May 9, 2023 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement .		
Additions/ deletions to the agenda	none		
Approval of agenda #209/23	MOTION by Councillor Damota that Committee approve the agenda for the May 9, 2023 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from April 25, 2023 minutes	none		
Delegations - Sidewalk Seating Variance Requests	Local business owner, Soto Korogonas of the Downstream Restaurant, presented a request for three variances in regards to his sidewalk seating application for 2023. CAO Bill Given and Director of Protective & Legislative Services, Christine Nadon provided Committee with information on the application process and recent activity.		

#210/23

Deputy Mayor Waxer called a recess from 11:30-11:44am.

MOTION by Councillor Hall that Committee recommend Council approve the following variances for the Downstream Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners on the basis that:
 - the extension to the west is functionally a part of the same facility.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

#211/23

MOTION by Councillor Kelleher-Empey that Committee recommend Council approve the following variances for the Wafflato Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the west, subject to letters of support from adjacent building owners on the basis that:
 - their parking is shared with the Downstream

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

#212/23

MOTION by Councillor Damota that Committee recommend Council approve the following variances for the Bearcat Pizza Sidewalk Seating application:

1. an encroachment not to exceed 45.72cm on to the sidewalk on the basis that:
 - the encroachment is incidental in nature and does not constitute a utilization of both the parking lane and the sidewalk; and
 - that a clear pedestrian zone equal to the width of the adjacent parking lane can be maintained.

And

2. an extension beyond the building frontage to the east, subject to letters of support from adjacent building owners on the basis that:

- the extension to the east is functionally a part of the same business.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Mayor Ireland requested that the handout given to Committee by Mr. Korogonas be included in the minutes for today's meeting with the date of submission corrected to show the date of submission as May 9, 2023.

Delegation -
Sidewalk Seating
Variance Requests
#213/23

Councillor Damota left the meeting at 12:11pm.

Mike Cassio appeared in front of Committee on behalf on Cassio's Italian Restaurant to request variances regarding sidewalk seating.

MOTION by Mayor Ireland to receive the request for variance for Cassio's Italian Restaurant for information and forward to the next meeting agenda.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Councillor Hall left the meeting at 12:50pm.

Recess

Deputy Mayor Waxer called a recess from 12:51-1:52pm.

Councillor Damota returned to the meeting at 1:52pm.

Meeting Extension
#214/23

MOTION by Councillor Melnyk at 1:53pm that the Committee of the Whole meeting of May 9, 2023 be extended beyond four hours if necessary.

FOR	AGAINST	
6 Councillors	0 Councillor	CARRIED

Correspondence -
Write-off Request
for Utility Billing
#215/23

Committee received a write-off request for utility billing from a resident.

MOTION by Councillor Melnyk that Committee direct Administration to reduce the amount that the rate payer is asking for forgiveness on by one third and give a onetime \$5569.00 discount.

FOR	AGAINST	
5 Councillors	1 Councillor (Councillor Damota)	CARRIED

Business License Review – Councillor Damota #216/23	MOTION by Councillor Damota that Committee direct Administration to return to a future meeting with a recommendation for an updated fee structure for business licensing in Jasper.		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
RFD – Appointments to Regional Assessment Review Board #217/23	MOTION by Mayor Ireland that: <ul style="list-style-type: none"> • Committee recommend that Council appoint Michelle Deschene (Jasper) as the Designated Clerk for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023. • Committee recommend that Council appoint Leigh Beamish (Hinton) as the Designated Chair for the Regional Assessment Review Board for West Yellowhead for a 1-year term starting June 1, 2023, with Designated Chair's remuneration and expenses to follow the Town of Hinton Council Remuneration Policy. • Committee recommend that Council appoint Scott Wilson to the Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB) established under the West Yellowhead Regional Assessment Review Board for a 3-year term commencing immediately until March 30, 2026. 		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Public Transit RFP Award #218/23	Committee discussed the possibility of losing Quorum for this item as three Councillors would be declaring a conflict of interest. MOTION by Mayor Ireland that Committee defer the Public Transit RFP Award item to the next Council meeting.		
	FOR 6 Councillors	AGAINST 0 Councillor	CARRIED
Council Delegation to Hakone 2023 #219/23	Ms. Nadon presented a report to Committee sharing updates on a possible delegation to Hakone including a draft itinerary with revised travel dates and tour options. MOTION by Councillor Damota that Committee direct Administration to defer the consideration of a delegation to Hakone to 2024 and bring it forward to the next budget discussions.		
	FOR 3 Councillors	AGAINST 3 Councillors (Mayor Ireland, Councillor Wilson and Waxer)	DEFEATED
#220/23	MOTION by Councillor Wilson:		

- That Committee recommend Council approve a Jasper delegation to Hakone in the fall of 2023; and
- That Committee set the following parameters for the allocation of funding for the delegation:
 - The Mayor’s expenditures will be funded entirely through the Hakone Travel and Subsistence budget; and
 - The balance of the funds available will be divided amongst other councillors who wish to join the delegation.
- That Committee direct Administration to promote the opportunity to join the delegation.

FOR	AGAINST	
5 Councillors	1 Councillor (Councillor Damota)	CARRIED

Business Continuity Policy #221/23 Committee received a draft Business Continuity Policy from Administration. Mr. Given detailed the need for such a policy as was experienced during the 2022 Chetamon wildfire and subsequent power outage.

MOTION by Councillor Wilson that Committee recommend Council approve the Business Continuity Policy with the following amendments:

- Add an annual review
- Under section 3.1 add “civil unrest”

FOR	AGAINST	
5 Councillors	0 Councillor	CARRIED

Councillor Melnyk was not in the room during the vote but returned shortly after.

Motion Action List Administration reviewed the Motion Action List.

#222/23 MOTION by Councillor Kelleher-Empey that Committee approve the Motion Action List with the removal of the following items:

- Communities in Bloom
- Council Delegation to Hakone 2023
- Free Recreation Access Policy (First half of motion)
- Resolutions for 2023 AB Munis

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Councillor Reports none

Upcoming Events Council reviewed a list of upcoming events.

Adjournment
#223/23

MOTION by Councillor Wilson that, there being no further business, the Committee of the Whole meeting of May 9, 2023 be adjourned at 3:51pm.

FOR

6 Councillors

AGAINST

0 Councillors

CARRIED

AGENDA ITEM .

May 15, 2023

Dear Mayor and Councilors,

I am presenting these notes to you as required in the minutes of Nov 15, 2022.

Habitat for the
Arts
#498/22

MOTION by Councillor Kelleher-Empey that Committee amend the budget to include a \$30,000 grant to Habitat for the Arts, and;

That Committee amend the budget to include an additional \$20,000 subject to a presentation from Habitat for the Arts to Council six months after the passage of the budget.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

Attached are two doc files – reporting on the Policy F104 details of Habitat’s programming for the last quarter of 2022 and the first quarter of 2023 as required.

Highlights of these reports are the open door hours and visitation!

2022’s last quarter saw the doors open for 33 hours a week plus an additional 135 extra hours for workshops with over 900 creatives using the space.

2023’s first quarter saw the doors open for 37 hours a week plus an additional 163 extra hours for workshops with almost 1000 creatives using the space.

Of note is the 44 hours a week that instructors and artists can access Habitat when the building is open.

Future programming from now until the holiday dinner theatre and Christmas artisan market includes:



:Camps for youth, free rare musical opportunities for all ages, an open stage tribute to the Rodeo for Culture Days, artisan markets, promotions of the busking opportunities for long weekends, and a community anthology of words project...besides weekly programs/classes in painting, linocuts, pottery, films and music. The music and tech rooms are used weekly by a piano instructor, a special needs youth instructor, a podcaster and is perfect for a nonfiction instructor for Grant McEwan to teach remotely online.

Summer is not the strongest season for indoor programming...hard to compete with biking and hiking and swimming. So, we take the summer season as an opportunity to host visitors with unique exhibits that reflect the Park and its people...this year we have a program called **WHATS HELD** from the Alberta Foundation for the Arts. The works depict historical landscape shifts that help us recognize the importance of place, from treasured areas to objects. These exhibits are partnered with customized hands on activities for those who wish to take some time before returning outdoors. These works, the artists in the program, are something that we would not get to experience in Jasper if it were not for the traveling arts exhibitions. The significance of the stories told by these artists make us all better land stewards. Something we know is important to all Jasperites.

We continually build partnerships with local businesses to bring art to their offerings (Anthony Bourdain Day mental health fundraiser with SYRAHS – culinary arts). Nonprofits like Friends of the Park find the partnering to bring Banff Film offerings during Parks day at Habitat works really well. Arts Jasper finds the tech they need each summer to offer visitors and residents a free rare classical music concert. Our

sketchers bench on the front lawn inspires people to look at where they are...an artwalk at the building gets visitors moving through the building and seeing what is here through the filter of art.

We seek every advantage we can to welcome the traveler into the community by building connections through art. It's amazing to watch a senior theatre lover drop by the Habitat during theatre camp and share their stories or a Mexican traveler drop in during Mexico culture camp day and paint with the kids. And when a high school band needs a place to practice we are being seen and heard!

Promotion of community arts and open doors at Habitat continue to be our focal points.

As of today Habitat has received ¾ of November 2021 approved funding for 2022. Habitat has received 0% of the November 2022 approved funding for 2023. As of this presentation – May 23 2023 – we are now almost 6 months in the 2023 year.

We understood that the November 2021 approved funding would not come through until an agreement was put in place. This agreement – Policy F104 - was finalized into place at the end of 2022. Policy F104 has been enveloped into Habitat's daily repertoire. The doors at Habitat have been open every day for community engagement as well as evenings and weekends for workshops/classes since, and before, the agreement was put in place.

We are asking Mayor & Council to approve a motion going forward that will release quarterly funds, the \$6,750 from the 2022 budget approved 18 months ago and \$7,500 (the first 1/4 of the 2023 budget), in reciprocity of our thoroughness in adhering to the Policy F104 requirements submitted on a quarterly basis. We also hope that as we do these intensive quarterly reports that the invoices attached to each one, as requested by the Municipality, will be paid in recognition of this agreement. We have been told this May that Policy F104, which has been in effect less than 6 months, will need to be revisited and we are concerned that this may further hinder the efficacy we have shown in reporting. Perhaps a revisit to Policy F104 on a yearly basis would prove more productive.

The funds we are waiting for will go a long way to ensuring this summer's camps – camp materials, accommodations for instructors, materials for workshops and events, power bills, venue rentals and insurance fees...as we move into the fall programs with anticipation of continued success.

With regards

Marianne Garrah
Habitat for the Arts
500 Robson Street
Bx 2397 Jasper Alberta T0E1E0

Habitat encourages all to learn more about the Indigenous peoples of Treaty 6 and Treaty 8, the Beaver, Cree, Ojibway, Secwépemc, Stoney, and Métis whose traditional lands we are situated on.

Notes of things that have also come to our attention: The cost of Robson Park for Canada Day artisan market (\$301.51) and the \$300 banner that was destroyed when improperly mounted needs replacement

October 1- December 31

This report reflects hours when Habitat was open to the public and how various spaces were used by hours and attendance.

Open to the Public

Open Doors	Hours	Visitors	Notes
Habitat open	398	245	Averaging 33 hours per week.

Habitat doors were open to the public for 398 hours.

Special event / class hours totaled 528 hours (that includes the 391 for general public as some classes do take place during open hours)

The Big Room

Big Room	Hours used	User Attendance	Notes
Multi-disciplines	177	493	Some of these hours overlap Habitat open hours.

It was used for handbuilding, BookLovers weekend writing workshops, youth theatre rehearsals, French classes, art for the December Project, Madame Vanessa's 8th year of afterschool arts, yoga, ceramics, linocuts, Monday morning arts, Origami Christmas & Cookie days.

This room was used in partnerships – the BookLovers weekend was a building wide special weekend that included a popup bookstore, guest readers in the Library and workshops upstairs and down.

French Classes were hosted at Habitat through ACFA.

The December Project initiatives supported the Santas Anon efforts.

The afterschool art program is an annual 3 day a week program in its 8th year run by Madame Vanessa and has 31 students this year.

The Pottery Room

Pottery Room	Hours	Users	Notes
For classes and members	528 135 hours of classes some during open building hours/some after building hours	136	The pottery room is open whenever the building is open and classes are every second week on Saturday, Monday and Tuesday evenings.

The pottery room is never closed to its members when the building is open. These hours are not included in the OPEN TO THE PUBLIC hours.

Special spaces

Equipped spaces	Hours	Users	Notes
For online work, dark room for screenprinting, tech tools, music room	141	61	These spaces have special attributes for specific uses

The music room is used for piano lessons. Being a quiet room it was used for teaching by a creative writer instructor teaching and testing her students online, and recording media.

The tech room allows us to partner with the other orgs to provide services like those provided for World Tree Day. Screenprinting happens in a dark room.

Classes and Special Events

12 events outside of regular programming

Class	Hours	Attendance
December Project Art	2	3
Handbuilding	6	18
Wheel 101	8	8
Monday Mornings with Jenn	2	3
Cookies and Origami	1	6
Big kids cookie decorating	1	12
Yoga with Gabi	2	7
Silkscreening	6	3
Ceramics	2	5
Creative Writing	4	7
Linocuts	2	5

Any class taken at 7PM or on Sundays/Mondays is not included in the open hours.

The attendance in these classes is not included in open door visitation, does have some overlap with room use.

BOOKINGS

Various spaces at Habitat are booked by others.

Yoga, Afterschool arts, music lessons, creative writing online would be considered bookings, events that happen in the specially equipped spaces presented by independent instructors.

BOOKINGS	Hours	Users	Notes
Room 205+6	118	49	These hours and users are already included in notes above on how rooms used. The big room was used for
Big Room	107	359	177 hours total...107 for bookings and 70 for Habitat programs. Special rooms 141 total, 118 for bookings & 23 for Hab programs.

Habitat presents programs like handbuilding, origami, linocuts, ceramics, mosaics, art mornings...and those instructors are paid by Habitat to present those programs.

RESULTS OF ENGAGEMENT

As a result of offering space for people to present arts & culture programs – or - by Habitat running programs at JLCC, we have found instructors places to present and supplement their incomes.

We have programs run in tandem to other groups in community to enhance them with an arts offering...examples include Parks Day enhanced with Mountain Films or adding a mental health break through the arts for the December Project or providing tech for World Tree Day and a theatre afternoon to the Seniors Christmas celebrations.

Registrations often include members of the community who are challenged by isolation or job insecurity. We have family oriented programming that many have found works for the whole family – youth in theatre or art classes, adults in pottery or printmaking. All ages in the music room, all skill levels in drop in classes – definitely a diverse selection of programs for all ages and skills that show that Habitat rounds out the cultural offerings in community.

54 volunteer opportunities in this quarter resulted in 175 volunteer hours, sometimes volunteer groups are given honorariums (school setting up events) or opportunities to take classes.

This fourth quarter 2022 report was prepared by Marianne Garrah.
Questions welcomed.

January 1 – March 31 2023

This report reflects hours when Habitat was open to the public and how various spaces were used by hours and attendance.

Open to the Public

Open Doors	Hours	Visitors	Notes
Habitat open	493	990	Averaging 37.5 hours per week.

Habitat doors were open to the public for 487 hours.

Of those 487 hours we saw the space used for 37 special events/classes for a total of 163 hours of special use.

Those special events and open doors saw 990 people at Habitat.

The Big Room

Big Room	Hours used	User Attendance	Notes
Multi-disciplines	133	626	Some of these hours overlap Habitat open hours.

It was used for handbuilding, ,youth mondays theatre class, Madame Vanessa's 8th year of afterschool arts, a Valentines Day Market, ceramics, linocuts, Monday morning arts, paint nights, and Saturday Ukelele. Habitat programs like linocuts, Monday arts, theatre classes and pottery have instructors paid by Habitat.

The Valentines Day Market was opened to all Jasper makers and vendors of handmades and was produced by the ClayRoom organizers Jacqui McColl and Ellen Merelovich. There were over 15 vendors and had a visitation of 156 people in 3 hours. They plan to open Habitat several times a year to Jasper creatives.

New instructors have booked monthly workshops this spring and summer.

The afterschool art program is an annual 3 day a week program in its 8th year run by Madame Vanessa and has 35 students this year.

The Pottery Room

Pottery Room	Hours	Users	Notes
For classes and members	572 (44 hours a week)	144	The pottery room is open whenever the building is open and classes are every second week on Saturday, Monday and Tuesday evenings.

The pottery room is never closed to its members when the building is open. These hours are not included in the OPEN TO THE PUBLIC hours.

Special spaces

Equipped spaces	Hours	Users	Notes
For online work, dark room for screenprinting, tech tools, music room	79	82	These spaces have special attributes for specific uses

The music room is used for piano lessons. Being a quiet room it was used for teaching by a creative writer instructor teaching and testing her students online, and recording media.

The tech room allows us to partner with the other orgs to provide services like those provided for Open Mic Nights. Screenprinting happens in a dark room.

Classes and Special Events

Class	Hours	Attendance
Inspiration Art	2	8
Handbuilding	3	12
Wheel 101	8	6
Monday Mornings with Jenn	16	24
Bread 101	3	8
Valentines Market	3	156
Ukelele	4	20
Silkscreening	2	3
Writing Promptly	3	5
Paint Night	5	22
Linocuts	2	5

Any class taken at **7PM or on Sundays/Mondays** is not included in the open hours.

The attendance in these classes is not included in open door visitation, does have some overlap with room use.

Many of these are regular weekly or monthly classes.

BOOKINGS

In this first quarter of 2023 we had three special bookings of the big room, Parks Canada Indigenous afternoon, a Grade 4 art day, and a mask making workshop for Autism. These are events that happened in the specially equipped spaces presented by independent instructors.

The afterschool program will be presenting an annual EXPOSITION in April that encompasses the entire space for 8 days. These hours and users are included in visitation and details above.

RESULTS OF ENGAGEMENT

As a result of offering space for people to present arts & culture programs – or - by Habitat running programs at JLCC, we have found instructors places to present and supplement their incomes.

The new programs being presented by visiting instructors has allowed us to build relationships in the business community for meals and accommodations. Being able to offer packages that include these things is resulting in the workshops filling with ease.

This relationship goes beyond workshops as we partnered with Arts Jasper to see them bring a Spring Series to Jasper this year, with Habitat running the tech for each concert. This also offers an opportunity for youth in the community to learn a bit about sound and lights.

We continue to run programs in tandem to what others in the building are doing. In February we partnered with ACFA for an evening of entertainment, a monthly gathering for writers will see a small anthology created this year in partnership with the Library. The Jasper the Bear exhibition at JAG allowed Habitat's art students to hang their 'bears' in a gallery.

45 volunteer opportunities in this quarter resulted in 185 volunteer hours, sometimes volunteer groups are given honorariums (school setting up events) or opportunities to take classes.

THE SURVEY – community input

In January we did a Survey Monkey Survey. Community input as required by F104

Question one asked if they had attended an event at Habitat.

80% of respondents had

The others left responses:

'Learning about events in Jasper is challenging'

'Recently moved to Jasper'

'Have not been able to find information on events'

Habitat posts on Facebook, Instagram, the Municipal Calendar, ads in the paper and on the Jasper Local site. Posters are hung in the JLCC kiosks at the front of the building and in the Activity Centre and in the kiosk at the old firehall.

Question two asked if the cost of our programs has ever been a deterrent for taking a class?

90% said no

Question three asked for input on direction for habitat to move towards.

83% told us to keep doing what we are doing

5% would like more focus on youth

12% would like more focus on adults

One respondent was very vocal in the need for us to support local artists as a hub for local art, to be more inclusive.

Others want more opportunities to learn for all ages.

From this input we can see the misunderstanding of what Habitat is viewed as vs what the gallery downstairs is. As the gallery signage on the street uses the word Jasper art hub we are thinking that some might see Habitat as not being welcoming to artists as a place to sell their work. Habitat does not sell artwork.

We sell experiences.

We run classes for all ages in many mediums.

Question four asked about volunteering with Habitat.

30% said yes

43% said no

17% would if they were asked

We thought this was great! All we have to do is ask...and in Feb and March volunteers ran a market for local artisans and have begun a fundraiser for the animal shelter using art materials at Habitat.

Question five sought new instructors...offering respondents the chance to teach or share their skills.

85% said no

We have found several new instructors in the community this spring. And they are offering workshops.

Question six asked people the best way to share information...online, newspaper etc

87% said social media

Posters around town and News ads got the same 5%

Others suggested school newsletters

As of January we are now doing all of the above and have included staff HR newsletters for hotels and the ski hill.

Question seven asked if it was important for us to connect to art and artists outside of the community to keep the offerings at Habitat fresh. Bring in talents to teach from Theatre Alberta, Alberta Music etc

98% said yes

Comments included that this keeps experiences diverse and inspires creativity. SO, we will keep doing this!

Question eight was about partnerships and wondering who in Jasper we might work well with.

Over 70% had no response

10% said they would love to be contacted to talk

20% liked how we partner at this time

We have contacted the people who wanted to be contacted and one has already left town! Darn.

And from this question we have found another instructor.

Question nine asked people if they knew about the community conversations and if they would like to attend them.

92% knew of the conversations or would like to attend them if they were not in the daytime.

8% wanted to share things like – we need a photo club, we need a film club.

Since this survey the arts conversations have been discontinued. So we are sharing info in the senior and adult conversations. We use the school news boards and keep in touch with COS on an irregular basis.

The survey allowed for respondents to go for lunch at the Activity Centre, and the results were posted at the JLCC for several days with refreshments available. We found the results allowed us to see, assess and adapt to any changing priorities. We plan to continue to approach issues and the way we do things with agility. New ideas and solutions will be recognized and acted upon now and after the next community input. We will continue to take ownership for identifying solutions – with this input from the community. This first survey received 175 responses and cost \$270 for the web survey and refreshments for the responders.

We are presently working on our 2nd engagement for 2023.

AGENDA ITEM 7.

REQUEST FOR DECISION

Subject: Habitat for the Arts, 2022 Deliverables Review
From: Bill Given, Chief Administrative Officer
Prepared by: Christopher Read, Director of Community Development
Date: May 23, 2023



Recommendation:

Committee direct administration incorporate a focus on the following areas into the Habitat for the Arts 2023 deliverables:

- Clarifying the definitions of both “public open hours” and “bookable space hours,” and reporting of same
- Clarifying the engagement requirements, including defining further the concepts of:
 - The Arts, Culture and Entrepreneurial community
 - Suggested acceptable Engagement efforts
 - What is meant by the phrase: “invite and engage the Arts and Culture community to participate in the decision-making around programming and use of the space”
 - Notification and invitation to Administration of these engagement events.

Alternatives:

- That committee amend the focus areas for incorporation into the Habitat for the Arts 2023 deliverables.
- That committee direct administration to maintain the current deliverables for 2023.

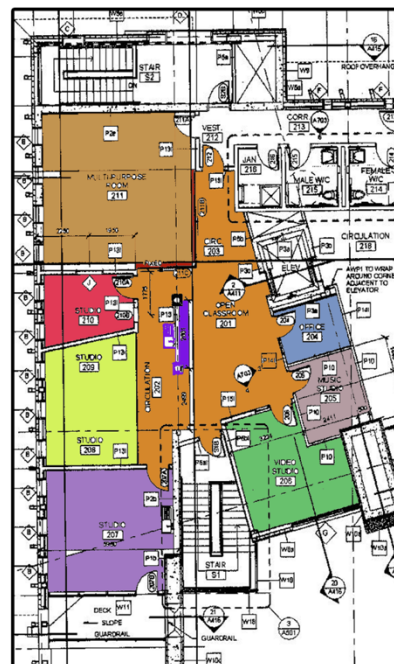
Background:

In 2016 the municipality entered into a ten-year sub-lease agreement with IOTAD Ltd. (Habitat for the Arts) for a portion of the Jasper Library & Cultural Centre (shown at right). The agreement will expire on June 21st 2026.

The 2022 Council approved budget contained \$20,000 to support the waiver of lease costs for Habitat for the Arts and an additional grant of \$25,000 to support operational programming.

On June 7, 2022 Council approved Policy F-104 (Relationship with External Groups). Under policy F-104 administration is required to establish formal funding agreements with groups who receive ongoing or operational financial support from the municipality. Additionally, where an organization uses a municipal facility a lease agreement is required and when a lease cost greater than \$2000 is reduced or waived a formal motion of Council is required.

Following the approval of the policy administration began developing agreements with external groups including Habitat for the Arts.



At the 2023 budget discussion approved a \$30,000 grant to Habitat for the Arts, and an additional \$20,000 subject to a presentation from Habitat for the Arts to Council six months after the passage of the budget.

Discussion:

“Attachment A” shows the 2022 agreement and deliverables that administration and Habitat co-developed as required under policy F-104. Below administration will provide some discussion and evaluation of the results and output of Habitat in 2022.

“Attachment B” shows the summary of the 2022 deliverables and completion status. Habitat has shown sincere commitment to meeting these deliverables, with 8 of 12 items marked “complete or substantially complete.”

Administration notes that certain deliverables such as “open public hours” are not easily verified, and that the deliverables around engaging the arts community were incomplete in 2022. Administration has seen no indication that Habitat is consulting with, or making decisions on usage based on input from, the Arts community. Further, Administration continues to receive reports that members of the Arts and Culture (and entrepreneurial) community are not yet:

- engaged,
- feeling welcome, and
- finding appropriate space at Habitat.

Please note that in the first quarter of 2023, Habitat did work in the spirit of the engagement items in the F-104 agreement, as reported in their presentation to Council. This work does not

Strategic Relevance:

- Community Health:
 - Promote and enhance recreational and cultural opportunities and spaces.
 - Enable and facilitate events that provide opportunities to increase community connections.
 - Embrace our growing diversity.
 - Leverage and create opportunities for greater inclusion.
 - Recognize the fundamental importance of our tourism economy.
- Relationships:
 - Communicate and engage with residents.
 - Welcome the expertise, innovation, creativity and commitment of community members, groups, associations, and businesses.
- Organizational Excellence
 - Entrust our staff to develop healthy relationships with the people they serve.
 - Ensure residents receive quality service that provides strong value for dollar.
 - Pursue alternative revenue sources and equitable distribution of costs.

Inclusion Considerations:

- The Municipal Inclusion Assessment Tool has been applied to this recommendation.

Relevant Legislation:

- [Policy F-104 \(Relationship with External Groups\)](#)

Financial:

The 2023 budget includes a total of \$50,000 in operational support for Habitat for the Arts, including a base amount of \$30,000 and an additional \$20,000 subject to a presentation from Habitat for the Arts to Council six months after the passage of the budget.

Attachments:

- Habitat F-104 Roles in Writing (2022)
- HAB - MOJ 2022 ROLES IN WRITING F-104 2022 Summary Report



Partnership Roles In Writing (Policy F-104)

THE PARTNERSHIP:

The Municipality of Jasper, represented by: Christopher Read

AND

HABITAT, represented by: Marianne Garrah

Have agreed to perform the following tasks as per Policy F-104:

THE MUNICIPALITY OF JASPER WILL*:

1. Provide janitorial services as outlined in the Sub Lease Agreement (2016)
2. Ensure the facility remains in operable condition as per the Sub Lease Agreement (2016)
3. Provide \$25,000 divided in quarterly payments, as invoiced, for work completed

HABITAT WILL*:

1. Meet the requirements as listed in the Sub Lease Agreement (2016)
2. Provide an itemized list of program and service deliverables at the beginning of each quarter (Appendix A)
3. Deliver those programs and services as described
4. Provide quarterly itemized invoices once work is completed
5. Provide a detailed annual report on or before November 1

FOR THE AGREED TIME PERIOD:

The PARTNERSHIP period will be for one year: from January 1, 2022, to December 31, 2022, with the possibility of renewal/renegotiation annually.

SIGNED this _____ day of _____, 2022

Municipality of Jasper

HABITAT



Appendix A (HABITAT Agreement)

PROGRAM DELIVERABLES:

1. Regular and Special Event programs that meet the Arts and Culture community needs
2. Timely and Accurate promotion of all programs, including use of the Calendar function on the municipal website
3. A minimum of 120 hours of public programming per quarter

SERVICE DELIVERABLES:

1. Regular and recurring “open public hours” and “bookable space hours” that meet the Arts and Culture community needs
2. Timely and accurate promotion of all public hours and bookable spaces opportunities available, including use of the Calendar function on the municipal website
3. A minimum of 400 hours of open public time per quarter
4. A minimum of 400 hours of available bookable space time per quarter

COMMUNITY ENGAGEMENT DELIVERABLES:

1. Regular and recurring attendance at the Arts and Culture Community Conversation
2. Regular and recurring engagement events* that invite and engage the Arts and Culture community to participate in the decision-making around programming and use of the space
*may be in person, or virtual, or hybrid
3. Timely and accurate promotion of all engagement events, including the use of the Calendar function on the municipal website
4. A minimum of 1 engagement process per quarter

PARTNERSHIP DELIVERABLES:

1. Quarterly reporting with each invoice, and an Annual report to Council including, at a minimum, the following:
 - a. Number of programs, Hours of programming, and Attendance at same
 - b. Number of special events, Hours of events, and Attendance at same
 - c. Number of “open” days, Hours of open time, and Attendance at same
 - d. Number of bookings, Hours of bookings, and Attendance at same.
 - e. Number of Engagement events, Results of engagement, and Attendance at same
 - f. Year-To-Date Financial Updates (quarterly)
 - g. Financial Statements (annually)

Appendix A (HABITAT Agreement) 2022 Summary

PROGRAM DELIVERABLES:

- Regular and Special Event programs that meet the Arts and Culture community needs
- ✓ Timely and Accurate promotion of all programs, including use of the Calendar function on the municipal website
- ✓ A minimum of 120 hours of public programming per quarter

SERVICE DELIVERABLES:

- Regular and recurring “open public hours” and “bookable space hours” that meet the Arts and Culture community needs
- ✓ Timely and accurate promotion of all public hours and bookable spaces opportunities available, including use of the Calendar function on the municipal website
- ✓ A minimum of 400 hours of open public time per quarter
- ✓ A minimum of 400 hours of available bookable space time per quarter

COMMUNITY ENGAGEMENT DELIVERABLES:

- ✓ Regular and recurring attendance at the Arts and Culture Community Conversation
- Regular and recurring engagement events* that invite and engage the Arts and Culture community to participate in the decision-making around programming and use of the space *may be in person, or virtual, or hybrid
- ✓ Timely and accurate promotion of all engagement events, including the use of the Calendar function on the municipal website
- A minimum of 1 engagement process per quarter

PARTNERSHIP DELIVERABLES:

- ✓ Quarterly reporting with each invoice, and an Annual report to Council including, at a minimum, the following:
 - a. Number of programs, Hours of programming, and Attendance at same
 - b. Number of special events, Hours of events, and Attendance at same
 - c. Number of “open” days, Hours of open time, and Attendance at same
 - d. Number of bookings, Hours of bookings, and Attendance at same.
 - e. Number of Engagement events, Results of engagement, and Attendance at same
 - f. Year-To-Date Financial Updates (quarterly)
 - g. Financial Statements (annually)

2022 COMPLETION NOTES:

- This last quarter of 2022 is the first period of reporting under the new F-104 agreement, and Habitat for the Arts has shown sincere commitment to these deliverables, showing completion on 8/12 items.
- Items marked with a “✓” have been completely or substantially met.
- Items marked with a “○” remain either incomplete, as in the case of the engagement process items, or are challenging to verify, such as the number and type of “public open hours.”
- Administration has received reports that members of the arts (and entrepreneurial) community are not engaged, not feeling welcome, and still not finding space at Habitat.

AGENDA ITEM 7.

VARIANCE REQUEST REPORT

Subject: Variance Request – Sidewalk Seating, Papa George’s Restaurant
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Date: May 23, 2023



Background:

In 2022, Council directed Administration to strike a task force to review best practices for sidewalk seating installations and develop a set of standards to implement a permanent sidewalk seating program. Council reviewed the standards in December of 2022, and approved the standards with some modifications in January of 2023.

Following Council approval of the Sidewalk Seating Program Standards, and Parks Canada issuing a discretionary use permit to the Municipality of Jasper for the next five years based on the approved standards, Administration released the sidewalk seating application form and program standards at the end of January, 2023.

Three installations are currently operating under previous standards. These patios will be required to meet current standard when their permits expire at the end of the summer of 2024 (i.e. for the 2025 season). Between the current applications and those which already received a permit, the Bylaw Enforcement Service is working with 20 individual businesses for patios which were installed, or will soon be installed, in the downtown core. The majority of applicants are complying with the standards approved by Council in January.

Recommendation:

- That Council deny the request for a variance for the Papa George’s Restaurant sidewalk seating application for an extension beyond the building frontage to the west, on the basis that:
 - the installation would extend beyond the building the business is located in, contrary to the Maximum Size section of the Sidewalk Seating Program standards; and
 - an installation that is within the parameters of the program standards approved by Council is possible at this location;

Reasoning for the recommendation is presented below.

Discussion:

Changing the standards or granting variances at this stage could be unfair to businesses that have already invested time and effort into complying. Unless unique site conditions make it impossible to accommodate the current standards, Administration believes that program parameters should be consistent for all applicants.

Allowing variances for elements that do not relate to site conditions could reduce trust in the program and in the Municipality's ability to provide well-managed, credible programs for businesses and residents.

Granting variances that conflict with the approved standards in the discretionary use permit could damage the Municipality's relationship with the Parks Canada Agency, indicating a lack of respect for the rules and the inter-agency relationship. This approach could also create enforcement challenges for the Administration with permit

holders who may interpret Council's approval of variances as permission to become non-compliant.

Providing the requested variances may lead to undesirable outcomes in several areas:

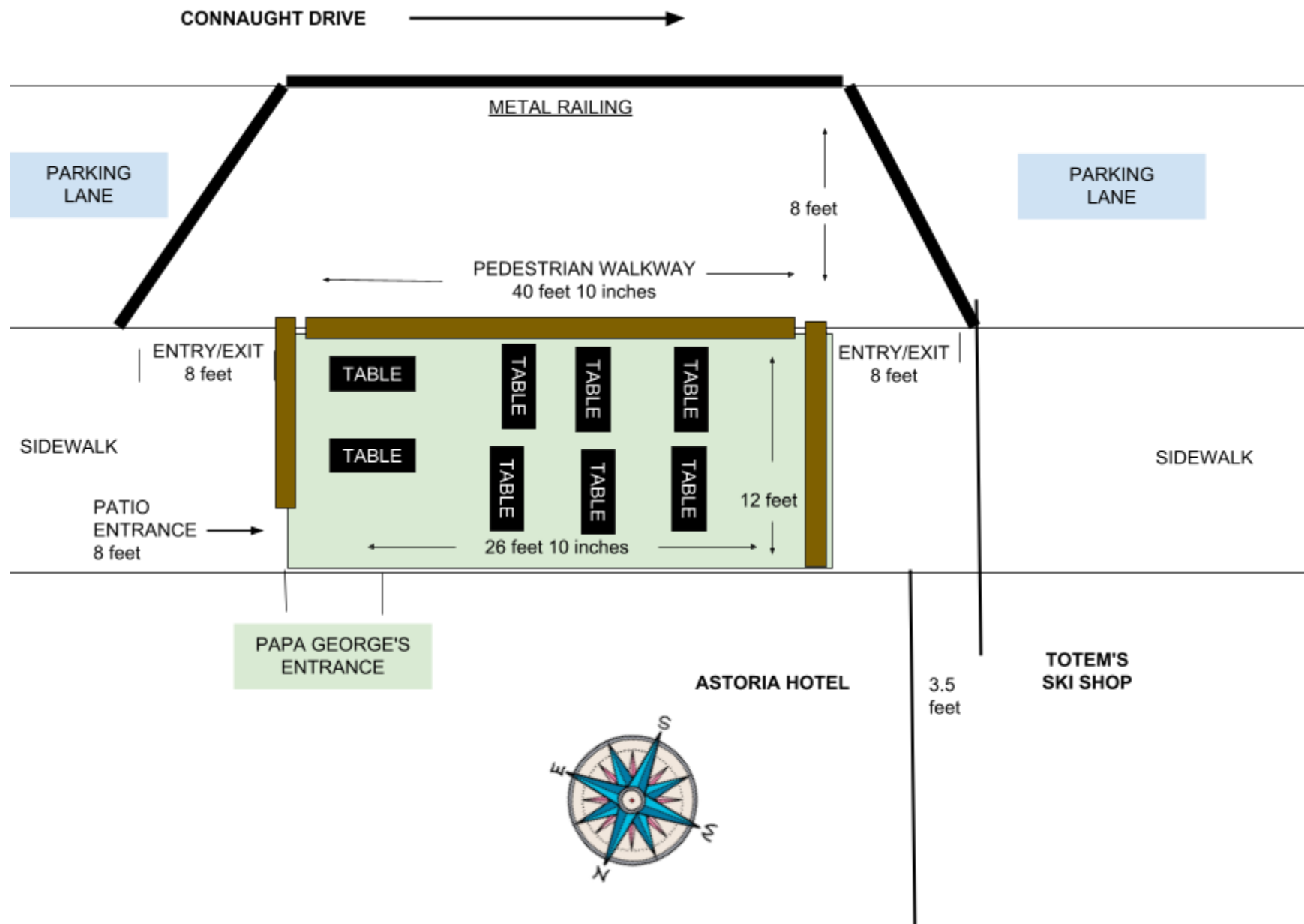
- **Legal Risk:** If the variance is granted it could be subject to legal challenges by those who willingly complied with the approved standard.
- **Reputational Risk:** If the variance is approved it may suggest to other applicants or community stakeholders the impression that there are no standards and may erode public trust and confidence in the consistency of the Municipality's decision-making processes.
- **Inconsistency:** Variations in the standard may create confusion among developers, contractors, and regulators, leading to mistakes, delays, and disputes.
- **Aesthetics:** A less cohesive streetscape appearance.
- **Functionality:** The variance would reduce the total area available to all other users of the sidewalk, in favour of the private use.

Overall, it is important to carefully consider the risks associated with providing variances in development standards and to ensure that any deviations from established standards are made for legitimate reasons and with the whole community's best interests in mind.

Relevant Legislation:

- [Commercial Use of Public Space Bylaw #246](#)
- [Canada National Parks Act](#)
- [Town of Jasper Land Use Policy](#)
- Variance request application, Papa George's Restaurant

Papa George's Restaurant - 2023 Sidewalk Seating Area Plan



Astoria Hotel

404 CONNAUGHT DRIVE JASPER, ALBERTA, CANADA BOX 1710 T0E 1E0 LOCAL: 780.852.3351
TOLL FREE: 1.800.661.7343 EMAIL: info@astoriahotel.com WEBSITE: www.astoriahotel.com

Letter of Agreement

ATTN: Totem's Ski Shop

From May 1st, 2023 to October 9th 2023, Papa George's Restaurant will be taking part in the Municipal Sidewalk Seating Plan to have an outdoor restaurant patio. We will be following guidelines for the sidewalk seating, which will include a pedestrian walkway around the sidewalk. Part of this walkway will be in line with the Eastern property line of your business.

We would like to ask for written consent from our neighboring business, Totem's Ski Shop. By signing below you declare you are aware of the terms of the pedestrian walkway, and will not oppose the attached plan.

Thank you.

Signed,


Astoria Hotel

April 29/2023
Date


Totem's Ski Shop

April 29/2023
Date



To whom it may concern,

Please accept this letter as agreement to allow Papa Georges patio to encroach on our storefront at 408 Connaught Drive. Please do not hesitate to contact us with any questions.

Victor Vassallo

Totem Ski Shop

REQUEST FOR DECISION

Subject: Crisis Intervention Needs in Jasper

From: Bill Given, Chief Administrative Officer

Prepared by: Lisa Riddell, Community Development Manager

Reviewed by: Christopher Read, Community Development Director
Beth LeBlanc, Community Outreach Services Manager
Anna DeClercq, Client Services Coordinator

Date: May 23, 2023



Recommendation:

- That Committee receive the report on Crisis Intervention Needs in Jasper; and
- That Committee direct Administration to bring a breakdown of the projected municipal resources required to meet crisis intervention needs to the 2024 budget discussions.

Background:

In March of 2022, Jasper Victim Services (JVS) ceased its operations, leaving a gap in two essential services for the community:

- Support for victims of crime, which is a traditional service offered by Victim Services units.
- Support for individuals and families dealing with non-criminal trauma, which we will refer to as Crisis Response Services.

Before the closure of JVS, daytime crisis response services had always been provided by the Municipality of Jasper's Community Outreach Services, while JVS via their Crisis Team would provide after-hours services on weekends and evenings, outside of regular working hours (Monday to Friday, 9 am to 4:30 pm).

Since the closure of JVS, Hinton Victim Services has hired a coordinator to assist victims of crime in Jasper, but individuals and families dealing with non-criminal trauma are not supported by them.

When JVS closed, some of the functions and funding of the previous Crisis Team was moved over to the Jasper Community Team Society (JCTS). This includes recent Municipality of Jasper funding to set up and operate an after-hours crisis response service. During evenings and weekends, the Crisis Team at the Jasper Community Team Society currently offers support to individuals and families dealing with non-criminal trauma by providing much needed financial support such as gas cards, hotel room charges or grocery cards. However, they do not offer direct one-on-one support as was available in the past.

On February 28, 2023, committee requested Administration to bring forward a report on crisis intervention needs in Jasper.

Discussion:

Through the changes within JVS, Community Outreach Services (COS) has continued to respond to crisis situations. With the onset of the pandemic, COS has seen a significant increase in the demand for crisis response services. In response, COS conducted an analysis of the crisis response work they performed in 2022, compared to the crisis response funding they received. This analysis revealed that in 2022, COS provided 2273 Crisis

Response Service hours while they had initially only been funded to provide 1754 hours. Additional grant funding was secured to cover the shortfall, and other funders were not adversely affected.

Based on the analysis of last year and the activity levels seen in the first quarter of 2023 COS anticipates that the need for crisis response services will remain at 2022 levels or possibly even increase. Since the onset of the pandemic, participants at Community Conversations have been raising that they are seeing a rise in stress related to financial instability. The Food Bank has noted a sustained increase in use. The Yellowhead Emergency Shelter in Hinton (serving Jasper) reported at the Community Conversation in May that they are seeing an increase in requests for shelter related to mental health and addictions issues. Furthermore, since the start of the pandemic, Jasper has lost its local in-person Alberta Supports office. Services have transitioned to virtual and regional and COS is finding that emergency income supports are harder to access via the on-line system. Since the onset of the pandemic, there has also been a steady increase in the number of addiction/mental health clients accessing supports from COS.

Number of unique clients at COS during the first quarter (January to March) of 2020 – 2023:

	2020	2021	2022	2023
# of Mental Health or Addictions Clients	69	78	89	125

In addition to the above numbers, COS’ Outreach Workers estimate that they are supporting approximately double the number of families impacted by domestic violence compared to pre-pandemic numbers.

A meeting was held with the funder for crisis response services, Alberta Health Services (AHS) Addictions and Mental Health, who confirmed that this rise in demand for crisis response services is occurring province-wide. AHS praised COS for its exceptional delivery of crisis response services.

COS is developing a plan to offer crisis response services out of Community Outreach Services to meet the demand for daytime needs. However, they are actively seeking funding to support the elevated need for these services, as they are not fully funded to meet the anticipated demand for 2023.

Regarding the gap in after-hours face-to-face, one-on-one support services, COS is utilizing its strengths to build capacity to meet this need. The new Community Development department structure has allowed us to create new solutions to problems like this, and one such solution is that the Client Services Coordinator will provide training and tools for front desk staff at the Activity Centre to provide soft support and referrals to individuals in crisis. Job descriptions will be revised as needed to include soft support and referral, and the coordinator will support staff with check-ins and consultation on more complex situations.

Strategic Relevance:

- Community Health:
 - Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.

Inclusion: Due to the technical nature of this RFD, the inclusion tool was not used.

Financial:

We will bring the cost to fund daytime Crisis Intervention Needs as well as evening and weekend Crisis Intervention Needs to the 2024 budget discussions for Council’s consideration.

Based on the data analyzed, at this time administration projects the need for an additional \$25,000 for full-time equivalent (FTE) operational dollars towards Community Outreach Services to meet the increasing demand for daytime crisis response services.

AGENDA ITEM 7.

REQUEST FOR DECISION

Subject: Municipal Service to Private Leaseholds
From: Bill Given, Chief Administrative Officer
Prepared by: John Greathead, Director of Operations and Utilities
Date: May 23, 2023



Recommendation:

- That Committee direct Administration to provide winter sidewalk maintenance on public sidewalks for the United, Anglican and Catholic Churches and enter into signed agreements as required by Policy F-104.
- That Committee direct Administration to begin providing winter sidewalk maintenance for the Jasper Historical Society and enter into signed agreements as required by Policy F-104.
- That Council direct Administration to institute a flat rate fee of \$1200 per year to continue Paper Recycling pickup at the Post office.

Alternatives:

- That Committee recommend Council approve the suspension of winter sidewalk maintenance service at the United and Anglican Churches.

Background:

In October 2022, Council was presented a report requesting direction regarding the provision of Municipal Services to a few user groups that had an unofficial arrangements and reliance on municipal support for Paper Recycling, Landscaping, and Snow Removal.

To ensure that Administration is complying with Policy F-104: relationship with External Groups, Council needs to approve the following services that have historically been provided by the Municipality which include:

We currently provide winter sidewalk maintenance to:

United Church - winter sidewalk maintenance - estimated value of \$2500 per year.

Anglican Church - winter sidewalk maintenance - estimated value of \$3500 per year.

In November 2022, Council directed Administration to continue providing support for these services for one year in accordance with policy F-104, to allow Council further opportunity to consider funding of this work and to allow these parties time to make alternative arrangements. A further request was received by the Jasper Historical Society to provide winter sidewalk snow removal during these discussions, and Council chose not to extend our scope of service at that time.

Council further directed Administration to return in April 2023 to discuss these service provisions, and to investigate if there were any other abnormal arrangements or instances of service creep that needed to be addressed.

Discussion:

Following the previous discussion in 2022 administration noted that Robson House is actually a municipal facility

and that on that basis the provision of summer and winter maintenance should be continued. It was also noted that Tourism Jasper is currently managing maintenance of their own property.

Administration can report there are no other significant issues of municipal service provision to private leaseholds at this time. The Operations Department is frequently approached to provide services due to our specialized equipment and training by various parties. Over the last several years we have assisted from time to time, but only as a last resort, and when we have operational capacity to assist. First we ensure that no other local service provider is available, then we estimate a value for the service using the most recent equipment rates from the Alberta Road Builders Association and invoice the customer directly for actual time and material costs. Typical rates for equipment vary and we charge anywhere from \$95.00 to \$390.00 per hour for our services.

Another recent change is that the Operations Department has restricted the practice of loaning equipment and tools out to other parties. It was seen that the use of Municipally Owned Equipment would provide an unfair benefit to some. By disallowing this practice we have reduced the risk of damage to municipally owned equipment and avoided potential liability issues.

The provision of service to the United and Anglican Church properties is justified in that both properties are on high-volume pedestrian routes. Administration would note that the same can be said for the Catholic Church and the Historical Society (Museum) as they are adjacent to the Activity Centre and are a route to the high school. Additionally the United and Anglican Church properties contain services such as the Food Bank and Thrift Shop.

Financial:

Estimated value of \$18,500 in 2024 to provide the services described in the recommendation.

Strategic Relevance:

- Enable and facilitate events that provide opportunities to increase community connections.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.
- Pursue alternative revenue sources and equitable distribution of costs.

AGENDA ITEM 7.

REQUEST FOR DECISION

Subject: Extended Producer Responsibility (EPR)
From: Bill Given, Chief Administrative Officer
Reviewed by: John Greathead, Director of Operations and Utilities
Date: May 23, 2023



Recommendation:

That Committee recommend Council request the West Yellowhead Regional Waste Management Authority develop resources to assist member communities in preparing for EPR, and;

That Committee direct Administration provide a report on activities to prepare for EPR.

Alternatives:

- The Municipality may opt out of the EPR program.
- The Municipality may register for EPR and contract/subcontract to a PRO (Producer Responsibility Organization).
- The Municipality may register for EPR and contract/subcontract a PRO.

Background:

Extended Producer Responsibility ("EPR") is an environmental/economic policy approach in which producers of products and packaging manage both the financial and operational obligations of recycling, ensuring the materials are properly managed at the end of their life cycle. Responsibilities include the collecting, sorting, and processing of materials under the following two categories: single-use products, packaging and printed paper products (PPP) and hazardous and special products (HSP) categories. The EPR regulations in Alberta came into effect on November 30, 2022, being the last province (west of Quebec) to join, with its full implementation scheduled for April 1, 2025 (Alberta Recycling, 2023). EPR will significantly affect Alberta municipalities and their respective waste and recycling management sites and collection services, therefore it is important to consider its potential impacts when making related decisions in the near future.

Discussion:

The ultimate concept behind EPR is to establish a 'circular economy', which means keeping products/materials in use for as long as possible, and "regenerating natural systems". This method was developed as the current linear model ("take-make-dispose") is not sustainable. Through EPR, producers have an incentive to re-think their packaging design in terms of content and recyclability, which can mean longer life-spans and less volumes of material being produced, innovative technologies for recycling, and efficient systems for recycling collection; since the costs and consequences of the products/packaging and its recycling will now be acquired by the producers. Producers are defined under EPR and include the manufacturers, importers and/or distributors of products supplied to consumers in the province.

The EPR program will bring noticeable changes to Residential Recycling in Jasper, which may mean that the

Municipality would be paid for continuing to provide this service or that a PRO may opt to provide the service, meaning Residential Recycling is no longer a service the Municipality would be required to perform, or may include a hybrid solution.

EPR only addresses Residential Recycling for household consumer materials. It does not offer support for Industrial, Commercial, and Institutional sectors.

The EPR program will be fully implemented by April 1, 2025. Beginning in the fall of 2023, communities and producers will be able to register for the program, and by April 1, 2024, producers must submit their plans for recycling collection programs to ARMA.

As the first phase for PPP, producers must provide the same level of service that the community had as of November 30, 2022 (when EPR commenced) starting on April 1, 2025. As part of the second phase, all recycling collection will mirror waste collection services, starting October 1, 2026.

Relevant Legislation:

- Extended Producer Responsibility Regulation Nov 30, 2022. Bylaw development is ongoing.

Strategic Relevance:

Environment - Include an environmental lens into our decision making and operational plans; examine and adjust our services to ensure they are providing the expected environmental benefits.

Organizational Excellence - Ensure residents receive quality service that provides strong value for dollar; pursue alternative revenue sources and equitable distribution of costs.

Advocacy - Strengthen our voice by partnering with those who share our interests; contribute our voice to support community, industry, and partners in their advocacy efforts; increase awareness and understanding of our unique conditions with other orders of government and funders; pursue the acquisition of tools and authorities to enhance service delivery, equity and affordability.

Inclusion Considerations:

N/A

Financial:

TBD

Attachments:

N/A

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Fruit Trees on Municipal Property	August 23, 2022	CAO & Director of Operations	That Committee direct Administration to return to a future committee of the whole meeting with proposed alternatives on how to deal with fruit trees on municipal land.	May 2023	Recommend deferral to June 2023
Provision of Services to Private Leaseholders at No Cost	November 1, 2022	Director of Operations	That Council direct Administration to bring the matter of the provision of services to private leaseholders at no cost back to the first Committee of the Whole meeting in April 2023.	May 2023	Recommend to be removed
Clean Energy Improvement Program	December 13, 2022	Director of Operations and Director of Finance & Administration	That Committee direct Administration to work with Alberta Municipalities and develop the following and present them at a future committee of the whole meeting: • A Clean Energy Improvement Program business case for Jasper • Draft Clean Energy Improvement Tax bylaw	July 2023	
JCHC Governance	January 10, 2023	CAO	That Committee direct Administration to begin the process of converting the Jasper Community Housing Corporation to a Municipally Controlled Corporation, by developing: 1. a draft business plan 2. a draft Unanimous Shareholder's Agreement	June 2023	
Public Transportation Study and Action Plan	February 14, 2023	CAO	That Committee recommend Council receive the Transportation Strategy & Action Plan, excluding the appendices, for information; and That Committee direct Administration begin the next steps identified in the Action Plan with a focus on:	May 2023	Recommend to be removed

			<ul style="list-style-type: none"> Establishing a Fixed-Route Bus Service beginning in 2023 		
Hakone, Japan Initiatives 2023	February 14, 2023	Director of Protective & Legislative Services	<p>1. That Committee direct Administration to re-evaluate the High School Student Exchange Program and develop recommendations for Council's consideration for 2024 and beyond.</p> <p>2. That Committee direct Administration to explore alternate delivery models for managing the Twinned Municipalities and Hospitality Committee and provide a recommendation at a future meeting.</p>	June 2023	Admin currently focusing on AJTM conference and delegation planning
Local Service Level Impacts for Victims of Non-Criminal Trauma	February 28, 2023	Director of Community Development	Committee receive this report for information and request that Administration return to a future Committee of the Whole meeting with a report on crisis intervention needs in Jasper.	September 2023	Recommend to be removed
S-Block Parking 2023	March 14, 2023	Director of Protective & Legislative Services	<p>That Committee direct Administration to revise the Storage Lots Bylaw to increase rental fees to \$450 annually, including a provision to provide a \$30 annual discount for electronic payments, and return to a regular meeting for first reading.</p> <p>That Committee direct Administration to develop a program for the S-Block parking lot where unused commercial stalls are made available to residents for winter seasonal vehicle storage, and summer seasonal and overnight paid parking.</p> <p>That Committee direct Administration to work towards standardizing practices in storage lots, including:</p> <ul style="list-style-type: none"> renewing leases with Parks Canada, developing a maintenance plan with the Ops Department, and bringing forward recommendations for capital upgrades in 2024. 	May 2023	Recommend deferral to June 2023

Municipality of Jasper

Jasper Hockey League	March 21, 2023	Director of Community Development	That Council receive the correspondence regarding the Jasper Hockey League conduct for information; and direct Administration to come back to a future Committee meeting with recommendations.	June 2023	
Community-wide Internet Access	April 11, 2023	Director of Community Development	That Committee direct Administration to seek out and apply for opportunities for partnerships and/or grants for small scale, vulnerable population specific internet access solutions.	September 2023	
Free Recreation Access Policy	April 18, 2023	Director of Community Development	That Council direct Administration to return to a future Committee of the Whole meeting with a draft Free Recreation Access Policy.	September 2023	Pass program development underway, to launch June 1.
Early Learning and Child Care Strategy	April 25, 2023	Director of Community Development	That Committee direct Administration to return to a future Committee of the Whole meeting with a revised document (The Early Learning and Child Care Action Plan) which reflects today's discussion particularly focused on the strategic element. That Committee direct Administration to determine the need for 7 days a week daycare and extended hours for daycare and return to a future Committee of the Whole meeting.	July 2023	
Business License Review	May 9, 2023	Director of Protective & Legislative Services	That Committee direct Administration to return to a future meeting with a recommendation for an updated fee structure for business licensing in Jasper.	September 2023	
Public Transit RFP Award	May 16, 2023	CAO	And; that Council direct Administration to return to a future Council meeting with the outlines of a satisfactory contract negotiated with PWTransit for Council approval, and; That Council direct Administration to pursue partner contributions to offset the cost of	July 2023	

			public transportation and return to a future Council meeting with a report.		
B-020 Procurement Policy Revisions	May 16, 2023	CAO	That Council direct Administration to return to a future Committee of the Whole meeting with proposed revisions to Policy B-020 to require the advertisement of Municipality of Jasper RFPs on the municipal website and in local media in addition to legislated sites including the Alberta Purchasing Connection.	August 2023	