

Municipality of Jasper
Committee of the Whole Meeting Agenda
February 28, 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 Councillor Damota to chair meeting

2. Additions to agenda

3. Approval of agenda

3.1 February 28, 2022 Committee of the Whole agenda attachment

4. February 14, 2022 Committee of the Whole minutes – approved February 21, 2023 attachment

4.1 Business arising from minutes

5. Delegations

6. Correspondence

7. New business

7.1 Paid Parking 2023 attachment

7.2 Communities in Bloom Committee attachment

7.3 Local Service Level Impacts for Victims of Non-criminal Trauma attachment

7.4 Senior Recreation All Access Pass attachment

7.5 Capital Budget Carry Forward to 2023 attachment

8. Motion Action List attachment

9. Councillor upcoming meetings

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

10. Upcoming events

Franco-Albertan Flag Raising Ceremony – 10:30am, Thursday, March 2, École Desrochers

Jasper the Bear 75th Anniversary – 6-9pm, Friday, March 3, Jasper Artists Guild

Jasper Park Chamber of Commerce General Meeting – 8-9:30am, March 15, Wicked Cup

NETMA – 5-7pm, Wednesday, March 22, Jasper Library & Cultural Centre, Quorum Room

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, February 14, 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 Scott Wilson, Councillors Wendy Hall, Ralph Melnyk, Helen Kelleher-Empey, Rico Damota and Kathleen Waxer		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christopher Read, Director of Community Development John Greathead, Director of Operations Christine Nadon, Director of Protective & Legislative Services Emma Acorn, Legislative Services Coordinator Amanda Stevens, Communications Manager Erin Toop, WSP Bob Covey, The Jasper Local (media) Jason Stockfish, The Fitzhugh (media) 5 observers		
Call to Order	Deputy Mayor Wilson called the February 14, 2023 Committee of the Whole meeting to order at 9:31am.		
Additions to the agenda	none		
Approval of agenda #59/23	MOTION by Councillor Melnyk that Committee approve the agenda for the February 14, 2023 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from Jan. 24 COTW	none		
Delegations	none		
Correspondence	none		
Public Transportation Study and Action Plan	Council received a presentation from Erin Toop by WSP and CAO Given on the Public Transportation Study and Action Plan.		

#60/23	MOTION by Mayor Ireland 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:						
	<ul style="list-style-type: none"> • Establishing a Fixed-Route Bus Service beginning in 2023 • Conducting a E-Bike Sharing Pilot Project in 2023 						
	<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					
Activity Centre Renovation Project Update #61/23	MOTION by Councillor Hall that Committee receive the December 2022 Activity Centre Renovation Progress Update for information.						
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FOR	AGAINST						
7 Councillors	0 Councillor	CARRIED					
Community Conversations Policy A-005 Review #62/23	<p>MOTION by Mayor Ireland that Committee recommend Council adopt the revised Community Conversations Policy with the following changes:</p> <ul style="list-style-type: none"> • In the membership section change the word “application” to “registration” and “apply” to “register” • In the administration section change the third sentence to read, “When relevant opportunities identified are aligned with council’s strategic priorities and fall within administration’s capacity, scope, authority and budget administration may incorporate the input received at Community Conversations into their work.” 						
	<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
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#63/23	MOTION by Mayor Ireland that Committee recommend Council adopt the revised Community Conversations Policy as amended.						
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FOR	AGAINST						
7 Councillors	0 Councillor	CARRIED					
Recess	Deputy Mayor Wilson called for a recess from 10:30-10:42am.						
Permanent Continuous Position Request – Community Development #64/23	<p>MOTION by Councillor Melnyk that Committee recommend Council approve the conversion of the following positions to “permanent continuous” within the municipality’s staff establishment chart:</p> <ul style="list-style-type: none"> • (1) Client Services Coordinator • (2) Settlement Workers • (1) Community Development Coordinator 						
	<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					

Hakone, Japan Initiatives 2023 #65/23	MOTION by Councillor Damota that Committee direct Administration to re-evaluate the High School Student Exchange Program and develop recommendations for Council's consideration for 2024 and beyond.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
#66/23	MOTION by Councillor Waxer 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.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
#67/23	MOTION by Councillor Damota that Committee direct Administration to return to a future Committee of the Whole meeting with additional information on timelines, costs, and invited delegation size for a delegation to Hakone, Japan in the fall of 2023.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Institutional Use of Private Space – Councillor Damota #68/23	MOTION by Councillor Damota that Committee direct Administration to return to a future Committee of the Whole meeting with information identifying some equitable solutions for collection bins located on private property.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Extension of meeting #69/23	MOTION by Councillor Melnyk at 1:36pm that the February 14, 2023 Committee meeting be extended beyond four hours if necessary.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Motion Action List #70/23	Administration reviewed the Motion Action List. MOTION by Councillor Hall that Committee approve the updated Motion Action List with the removal of the following items: <ul style="list-style-type: none"> • Jasper Park Chamber of Commerce – RCMP Musical Ride • Community Conversations Policy A-005 Policy Review 	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Councillor reports	Councillor Melnyk will be attending a Jasper-Yellowhead Historical Society Board meeting tonight, an Arts & Culture Community Conversation tomorrow morning, and a course with Community Futures West Yellowhead on Thursday.			

Last week Councillor Hall attended an Early Childhood Community Conversation, a School Age Community Conversation, and a Library Board meeting.

Councillor Wilson completed training last week with the Assessment Review Board.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment #71/23 MOTION by Councillor Hall that, there being no further business, the Committee of the Whole meeting of February 14, 2023 be adjourned at 1:50pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

AGENDA ITEM 7.1

REQUEST FOR DECISION

Subject: Paid Parking 2023
From: Bill Given, Chief Administrative Officer
Prepared by: Christine Nadon, Director of Protective & Legislative Services
Reviewed by: Natasha Malenchak, Director of Finance & Administration
John Greathead, Director of Operations & Utilities
Date: February 28, 2023



Recommendation:

- That Committee receive this report for information; and
- That Committee direct Administration to add Paid Parking to the March 14, 2023 committee of the whole agenda for further discussion.

Alternatives:

- That Committee direct Administration to provide more information on _____.
- That Committee recommend Council approve the Paid Parking program 2023 as presented in the discussion section of this report.

Background:

In the spring of 2021, Council approved a paid parking pilot project for on-street parking downtown. The program ran from July 21 through October 11, 2021 and was in effect from 9:00 a.m. to 5:00 p.m. daily for all two-hour parking in the downtown core. Council approved an on-street parking rate of \$2 per hour.

In January of 2022, Council approved the implementation of a permanent, seasonal, and expanded paid parking program, which now includes downtown parking lots and the 400, 500 and 600 blocks of Geikie Street. Council also approved hourly rates of \$3 per hour on-street, and \$2 per hour or \$12 per day in parking lots; the installation of payment kiosks; and the implementation of an exemption program for Jasper residents.

The budget forecast for program revenue in 2022 was \$500,000. This amount was exceeded and the total revenue for the program came in at \$668,354. The Municipality incurred \$147,762 in direct expenses to operate the program (software provider costs and some municipal program expenses), which resulted in a net revenue of \$520,592, and a net surplus of \$121,292 for 2022. The budget revenue target set by Council for 2023 is \$675,000. The approved 2023 capital budget also includes \$25,000 in funding for two additional payment kiosks to be installed this spring.

To support program decisions moving forward, Administration hired the services of a Curbside Mobility Specialist to help analyze the 2022 paid parking data. The attached executive summary presents statistics and analysis on Jasper's parkers, and provides alternatives and recommendations for consideration. Administration's recommendations for the 2023 program are presented in the discussion section of this report, with the intent that a second discussion on this matter would take place at the March 14 Committee of the Whole meeting prior to advancing items to Council for decision.

Discussion:

Administration is recommending to operate the 2023 paid parking program in a very similar fashion to the 2022 program. Minimal policy changes would allow Administration to continue monitoring and analyzing parking demand data, and help us track year-to-year changes and impacts on the program. A second year of running essentially the same program would also support our team gaining some experience and managing the program better, resulting in a more positive experience for visitors, residents, staff, downtown businesses and community partners involved in sharing information to visitors about paid parking.

Administration’s recommendations for 2023 are as follows:

- Maintain the 2022 paid parking zones, with the exception of converting the upper McCreedy Centre parking lot to resident parking only;
- Increase the parking lot (off-street) rates to \$3/h (i.e. match off-street and on-street parking rates);
- Maintain the 2022 maximum time limits for parking;
- Continue to operate a seasonal program between May 1 and October 31; and
- Modify the resident permit program to a one-time registration process (no on-street action required).

The following table presents the policy decisions implemented in 2022, Administration’s proposed parameters for 2023, and the options explored in the Jasper & HotSpot Analysis executive summary attached to this request for decision and their associated estimated financial impacts.

	2022	Proposed 2023	Options 2023	Options Financial Impact (approx.)
Zones	On-street downtown Geikie Street 8 parking lots	On-street downtown Geikie Street 7 parking lots 1 resident parking lot	None recommended. Current parking supply meets peak demand.	N/A
Rates	\$3/h on street \$2/h, \$12/day in parking lots Free for residents	\$3/h on street \$3/h*, \$12/day in parking lots Free for residents *expected to generate \$67K increase in revenue	Maintain parking lot rates at \$2/h Increase on-street and parking lot rates by \$1/h each	\$0 (no new revenue) \$137K increase
Max time limit	2 hours on-street 12 hours in parking lots	2 hours on-street 12 hours in parking lots	Increase on-street maximum time limit to 3 hours	Potential \$10K increase
Term	Seasonal, May 1 to October 31	Seasonal, May 1 to October 31	Year around paid parking	\$25K increase \$5.5K decrease in staffing costs from Operations Dept.
Resident parking program	One-time registration On-street 500-hour program	One-time registration	None recommended. Negligible impact on utilization and revenue, and on-street program difficult to administer.	N/A

Strategic Relevance:

- Community Health

- Recognize the fundamental importance of our tourism economy
- Relationships
 - Nurture our most important relationship which are those within our organization, all of whom share a commitment to best serve our community
 - Communicate and engage with residents
- Environment
 - Increase opportunities for active transportation and transportation alternatives
- 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:

- [Traffic Safety Bylaw #244](#)
- [Traffic Safety Act](#) (RSA 2000, cT-6)

Financial:

The 2022 paid parking program generated \$520,592 in net revenue. Direct costs accounted for in this net revenue figure include approximately \$15,000 in materials, mainly for posts, hardware and regulatory signage to cover the expanded areas from 2021 (parking lots and Geikie Street); and salaries and benefits in the amount of \$36,000 to support a term bylaw enforcement position.

Indirect costs (unaccounted for in net revenue above) include:

- \$8,000 dollar value for the Operations Department staff time to install the posts and signs in the spring;
- \$2,600 dollar value for the Operations Department staff time to remove signs in the fall;
 - Since the posts are now in place, staff time required for setup and take down for a seasonal program would be reduced to approximately \$5,500 annually;
- Staff time to plan, operate, administer, communicate and provide front line and back-end services to support the program. Upwards of 20 staff members from all departments were involved in the program in 2022, namely for the administration of the residential permit program.
 - Administration anticipates less staffing requirements in 2023 as we gain experience with the program and simplify the residential permit program (if approved by Council).

Paid parking revenue and expenses are grouped differently in the 2023 operating budget, and now appear directly in the Bylaw Enforcement Service budget as a regular program for the department. Revenues from the program are allocated as directed by Council during the budget process, and support various municipal programs and initiatives.

Attachment:

- Paid Parking Report 2022 – Jasper & HotSpot Analysis Executive Summary



Jasper & HotSpot Analysis

May to October 2022 Data

Executive Summary

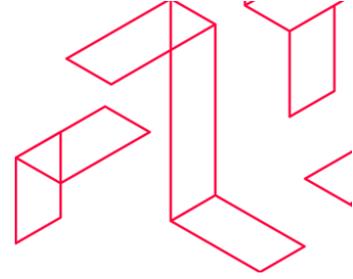


IBI GROUP



HotSpot





Insights & Recommendations

Public Parking Demand

Weekly and Monthly Trends: Many of the trends seen in the parking data were expected, with others being slightly surprising. Transactions (and in turn revenue) peaking in the touristy summer months and on weekends was expected, as well as off-street sessions being generally longer than on-street sessions. Although there were peak days and months, transactions remained relatively high in shoulder months and weekdays, indicating that demand remains strong throughout the summer.

Parking Rate Discrepancies: The increased cost of on-street parking didn't appear to deter drivers, with proportionally more sessions occurring on-street to off-street (68% to 32%) compared to their corresponding supply of parking (52% to 48%). Even without having data on adjusted parking rates and resulting demand, it can be said that drivers seem relatively indifferent to small differences in price due to the spread of demand for on-street and off-street parking with different rates.

Dwell Times and Revenues: With average dwell times being relatively low (overall 1.7 hours) compared to the time range parking is available (12 hours off-street and 2 hours on-street), policies such as maximum stays or discounted daily rates would likely have minimal effects on parking usage and revenues. Also, the average driver spent \$4.20 for parking.

On-Street Zones and Geikie Street: The on-street parking was heavily utilized with majority of sessions and revenues coming from on-street. Geikie Street (Zone B), a block over from the main strip, definitely had less usage compared to the main on-street zone (Zone A) with lower daily average occupancy (4.6% to 18%) and less revenue collected per parking space (\$236/space to \$1041/space). Users did however tend to stay longer on this street and a significant portion of revenue was still generated (\$23K), making this paid parking zone still worthwhile. It also prevents visitors from easily finding free parking right next to paid lots and on-street parking.

McCready Lots and Usage: McCready Centre parking lots, both upper and lower (Zones 1 and 8) appear to have very low occupancies (average rate less than 5%) throughout the day and had very few sessions, generating less than \$2000 in revenue. These lots could likely be converted to other uses such as resident only parking or even something else than vehicle storage, without an impact on supply or revenues.

Overall Occupancy and Expanding Paid Parking: In general, zones near the main strip or on the main road into the City (Zones 2, 4, 5 and A), have relatively greater occupancy compared to other zones further away. This held true even during maximum occupancies spanning between July and early September. Expanding paid parking to other lots and on-street spaces would likely have a decaying rate of return and may not be worth the extra effort of more signage and enforcement.



500 Hour Resident Parking Program

It is worth stating that any insights taken from this data are unable to factor in permit sessions where residents did not use the app, however trends can still be detected from the data.

Proportion of Paid to Permit: It is seen that resident parking represents only a small portion of parking in paid areas, with residents only being just over 5% of sessions. Resident parking does not seem to make up a significant part of the parking demand.

Resident Behaviours - Sessions: It seems like residents avoided busier times with less sessions occurring on weekends, and peak tourist months. Number of residents parking actually peaked in September and October, compared to the general paid parking that peaked in July and August. This may also be a result of better education on the permit program. Residents also are more likely to park up to the maximum allowable time at parking lots compared to visitors. Up to 10% of resident parking sessions were as long as the maximum stay compared to only up to 3% of visitor sessions at off street lots.

Resident Behaviours - Locations: It is also observed that residents didn't really favour any particular lot, compared to visitors who heavily favoured Zones 4 and 5. When looking at off versus on street, there is a slight preference from residents for off-street compared to visitors, but not significantly.

Tourist Impacts: Based on occupancy numbers, residents had minimal impact on parking availability for tourists as overall occupancy rarely ever exceeded the 80% threshold where users start to struggle to find parking. In fact, the average occupancy rate stays below 30% for all zones, with the maximum occupancy value hardly going over 85%.

Potential Locations for Permit Only Lots: A permit only parking lot could potentially benefit residents by giving them guaranteed parking on busy tourist days. With almost 50% of sessions being made by residents in Jasper the Bear Lot, as well as as a significant number of sessions for a small lot (12 spaces), this could stand to be a good resident permit parking lot. It is worth noting though that residents finding parking is likely not a major issue with low occupancies across town, so a resident parking lot would likely not be required.

Effects of Program: Based on the 2022 results, it would appear that providing free parking to residents through a permit program has minimal effects on parking utilization and revenues for the Municipality of Jasper. Even without knowing the numbers of residents who parked without using this permit program, it is unlikely that expanding this program to automatically allow (i.e., no app required) residents to park in paid parking spaces would result in any significant impacts on parking availability for tourists. If anything, instituting dedicated permit holder parking lots or time limits in paid spaces for permit holders could alleviate any potential issues.

It is worth noting that a simpler resident permit program would impact the ability to track resident parking and trends, as well as understand overall occupancy of parking zones for real time maps or future reports. However, given that the percentage of resident parking is so low, the effect of this is likely minimal.



2023 Outlook

Only so much can be put into a report - the most effective way to forecast future parking revenues and utilization is to use dashboards such as CurblQ's Curb Analyzer to play around with various filters and settings to output various scenarios. Having said that, some scenarios were run to provide some outlooks on what parking could look like in 2023.

Year Around Paid Parking: Even assuming just 50% of the occupancy from October for the winter months (November to April), which is around 5000 sessions per month, parking revenues could still increase by around \$25K with year round paid parking.

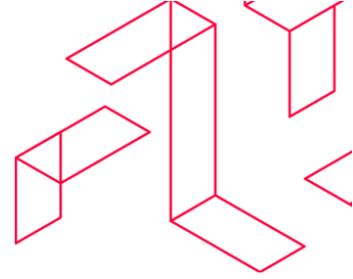
Matching Off-Street and On-Street Rates: The difference in parking rates between on and off street did not seem to have much impact on users' parking behaviour. Therefore, if off-street rates were raised to \$3/ hour to match on-street, an increase in revenue of \$67K could be seen, even with a 10% decrease in off-street parking transactions being factored in and maintaining the max daily rate of \$12.

Increasing Parking Rates: An increase in rates usually causes drivers to search for other parking options, although this could provide to have a limited effect when it is mostly tourists parking. Assuming a 10% reduction in sessions, an increase of parking rates across town by just \$1 / hour could generate an additional \$137K of parking revenue in a year.

Removal of 500 Hour Resident Parking Program: Less than 5% of the total transactions are resident parking, indicating that residents have little impact to the overall parking situation in the town. This holds even more true considering overall occupancies are rarely at a max which would imply residents are taking spaces from visitors (or vice versa). Therefore removing the resident program would likely have negligible impacts on revenues in future years with lots of parking available for residents and visitors alike.

Removal/Modification of Max Time Limit: With over 40% of on-street sessions hitting the max stay of 2 hours, there could be potential for extended parking hours to generate more revenue. Assuming just 30% of sessions that parked for 2 hours would extend to 3, an additional \$10K in revenue could be realized. Additional factors on this change could be that longer stays means less turnover and more off-street parkers (who generally stay longer) transitioning to on-street, meaning potentially much higher occupancy numbers for on-street parking.

Regardless of the policy changes (or lack thereof) for paid parking in 2023, continuing to monitor and analyze parking demand data on an annual basis can help town staff track year-on-year changes and the corresponding impacts, resulting in more informed decisions to optimize parking and curbside operations for the Municipality of Jasper in future years to come.



Appendix A – Additional Data

Table 12 - Maximum Occupancy for Each Month

Month	Off or On Street	Max Occupancy (%)	Date	Time (24 Hour)
May	On-Street	25	2022-05-28	20:00
	Off-Street	4	2022-05-31	17:00
June	On-Street	39	2022-06-26	17:00
	Off-Street	59	2022-06-30	16:00
July	On-Street	50	2022-07-31	20:00
	Off-Street	83	2022-07-30	17:00
August	On-Street	46	2022-08-01	17:00
	Off-Street	83	2022-08-07	20:00
September	On-Street	48	2022-09-03	19:00
	Off-Street	81	2022-09-04	20:00
October	On-Street	38	2022-10-08	20:00
	Off-Street	44	2022-10-08	18:00

Table 13 - Maximum Occupancy for Each Day of Week

Month	Off or On Street	Max Occupancy (%)	Date	Time (24 Hour)
Monday	On-Street	46	2022-08-01	17:00
	Off-Street	79	2022-08-01	18:00
Tuesday	On-Street	41	2022-08-09	18:00
	Off-Street	63	2022-08-02	17:00
Wednesday	On-Street	42	2022-08-03	20:00
	Off-Street	68	2022-07-06	18:00
Thursday	On-Street	41	2022-08-04	17:00
	Off-Street	76	2022-08-11	17:00
Friday	On-Street	41	2022-08-05	20:00
	Off-Street	70	2022-07-01	15:00
Saturday	On-Street	48	2022-07-02	20:00
	Off-Street	83	2022-07-30	17:00
Sunday	On-Street	50	2022-07-31	20:00
	Off-Street	83	2022-08-07	20:00

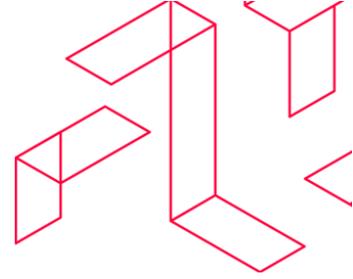


Table 14 – Permit Types Purchased in 2022

Permit Name	# of Permits Purchased	% of Total Permit
Full Day Parking Lot	67	2.17
Full Day Permit On Street	5	0.16
Half Day Permit On Street	6	0.19
Local Business Permit	35	1.13
Mobility and Technology Permit	401	12.98
Paid Parking Zone Resident	88	2.85
Resident At Large	1163	37.65
Residential Parking Zone	1112	36.00
Residential Permit	9	0.29
Residential Visitor	4	0.13
Senior Permit	32	1.04
Visitor Permit	167	5.41

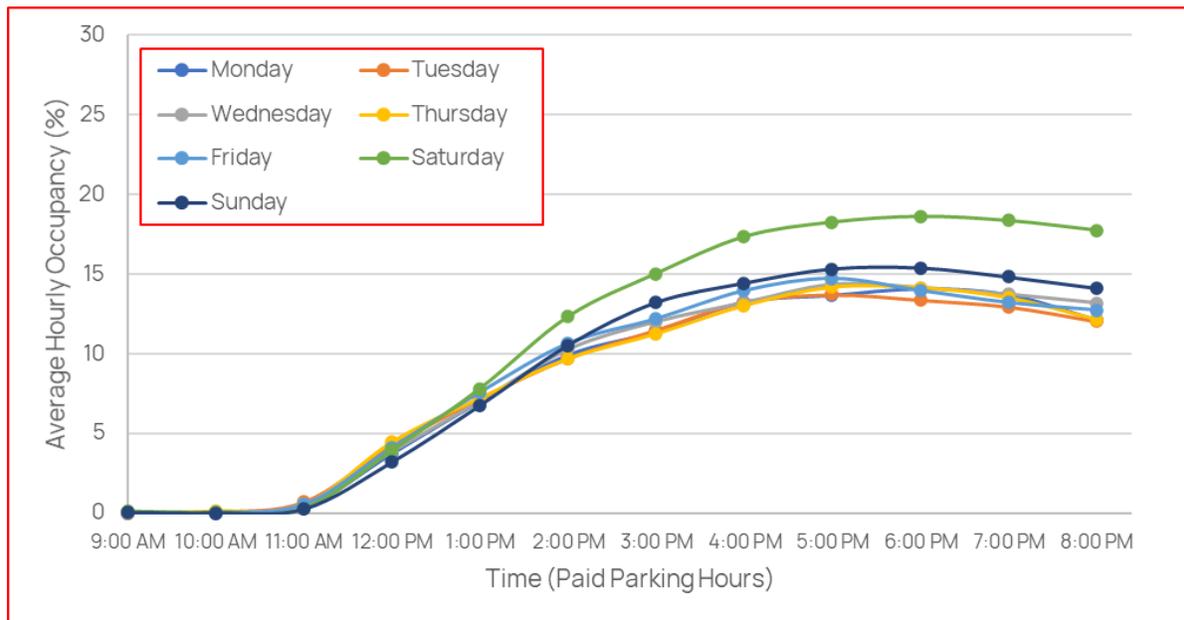


Figure 3 – Average Parking Occupancy Aggregated by Day of Week

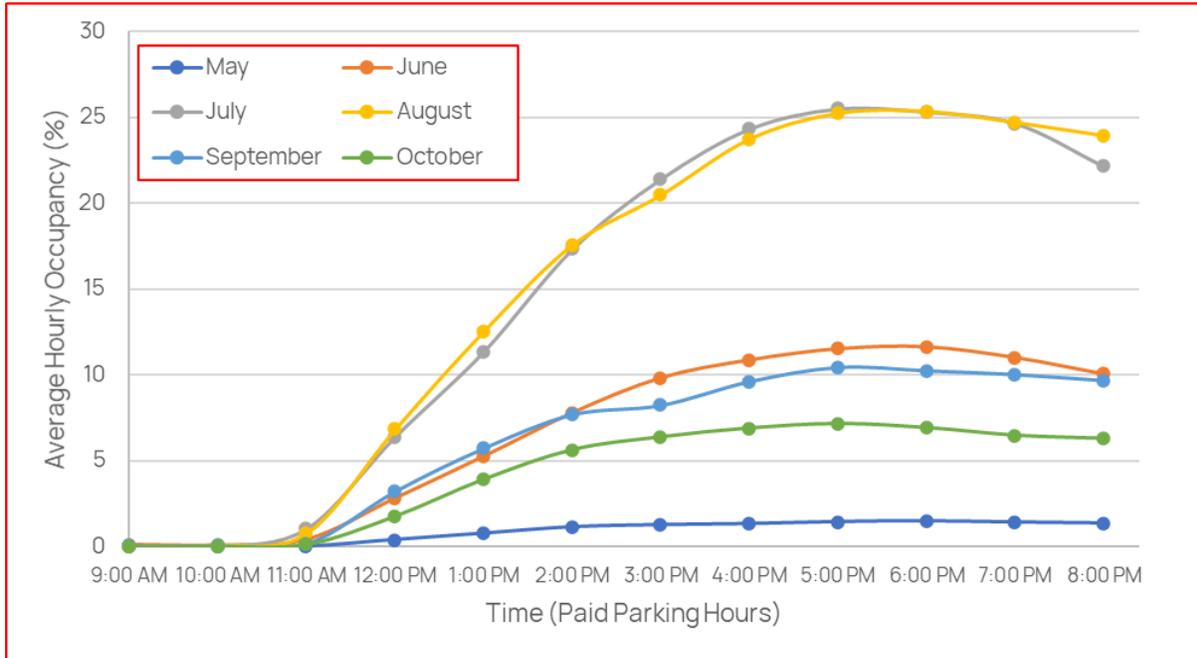
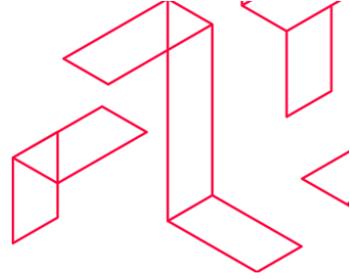


Figure 4 – Average Parking Occupancy Aggregated by Month

Appendix B – Data Cleaning & Assumptions

Several steps had to be completed when cleaning the data to calculate the metrics displayed above. These are noted below for your reference:

- Only transactions between May 19th and October 31st 2022 were used in calculations
- Only transactions completed between 9 AM and 9 PM were used in calculations
- Any transaction that was cancelled (i.e., was completed but then fully refunded) was not used in calculations
- Transactions from additional HotSpot IDs 1100 and 2400 were not included in calculations
- % of Total Permit Sessions Vs Total Zones Calculation: take the number of permit sessions for the given zone and divide by the total number of permit sessions VS divide by the total number of sessions (permit + normal) for the zone, then multiply by 100%

AGENDA ITEM 7.2

REQUEST FOR DECISION

Subject: Communities in Bloom Committee
From: Bill Given, Chief Administrative Officer
Reviewed by: John Greathead, Director of Utilities & Operations
Christopher Read, Director of Community Development
Date: February 28, 2023



Recommendation:

Committee recommend that Council approve discontinuing participation in Communities in Bloom and reallocating the funds to other community beautification or environmental activities.

Alternatives:

- That committee direct administration return to a future COTW with a terms of reference for a Communities in Bloom committee hosted by the municipality.

Background:

Communities in Bloom (CIB) is a Canadian organization committed to fostering civic pride, environmental responsibility and beautification, through community participation and the challenge of national competition.

For several years, the municipality has maintained funds in its budget for participation in Communities in Bloom. The approved 2023 budget has \$7,547.31 allocated within the Operations Department to support the program.

On October 25 committee directed Administration to develop a draft Terms of Reference for the Communities in Bloom Committee and return to a future committee of the whole meeting.

Discussion:

While the community has participated in Communities in Bloom for several years the municipality's participation has been somewhat inconsistent and shallow. While in theory there is a committee, it does not currently have an established Terms of Reference (ToR) which has made it challenging for Committee members and Administration to understand what is expected from them and has led to a lack of clarity around who is expected to lead the community's participation in the program.

Administration cannot find any documentation that defines who "owns" Communities in Bloom in Jasper. Anecdotal evidence suggests that at the beginning the effort may have been led by former municipal staff with assistance from community members. In the past the group advanced promotions such as Tidy-Up Tuesday, attended Communities in Bloom conventions and partnered with the Chamber of Commerce who hosted receptions for visiting CIB judges. More recently the funds appear to mostly been used to support sending individuals from Jasper to the CIB conference.

The municipality does already have a separate budget for grounds maintenance which includes seasonal planting and a wide variety of other activities. Participation in CIB is not a legislative requirement for the municipality and beautification/high quality maintenance of the townsites are already a focus of the Operations

department.

Additionally, the municipality regularly works to foster community pride and connectedness, both independently and in collaboration with partners such as Tourism Jasper, the Jasper Park Chamber of Commerce, the Jasper Community Team Society and others.

Recognizing the points above, and in alignment with the principles of priority-based budgeting, administration believes that the funds set aside for CIB could be reallocated to higher priority uses. Should Council agree with this position and choose to discontinue participation in CIB administration could return to a future meeting with recommendations on how the financial resources could be reallocated.

Strategic Plan Relevance:

- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.
- Ensure residents receive quality service that provides strong value for dollar.

Inclusion Considerations:

As it currently exists, the funds dedicated to the CIB program do not advance inclusion. The funds support activities that directly benefit only a very small group of individuals and general benefits to the broader community are difficult to identify or non-existent. Reallocation of the funds could be targeted toward efforts which either target underserved groups, or provide a broader general benefit to the community.

Financial:

Providing administrative support to a Communities in Bloom Committee is possible within the existing approved budget. The approved 2023 budget included \$7,547.31 to support participation in Communities in Bloom.

Attachments:

- NA

AGENDA ITEM 7.3

REQUEST FOR DECISION

Subject: Local Service Level Impacts for Victims of Non-Criminal Trauma
From: Bill Given, Chief Administrative Officer
Prepared by: Christopher Read, Director of Community Development
Date: February 28, 2023



Recommendation:

- Committee receive this report for information.

Alternatives:

- Committee direct administration return to a future COTW with further information.

Background:

December 13, 2022 - That Committee direct Administration to review and report back to a future Committee of the Whole meeting regarding local impacts on service levels for victims of non-criminal trauma, in response to a letter from the Honourable Mike Ellis, Minister of Public Safety & Emergency Services. (attached)

In the letter, the Minister described the changes to the supports available for Victims of Crime, including disbanding of the many small regional VSU boards and the creation of 4 large regions covering the province.

Discussion:

In discussions with the staff involved, administration has learned that the intent with these changes (rolled out starting in the summer of 2022 and to be completed by the spring of 2024) is to cleanly separate the support for victims of crime from the general support for victims of non-criminal trauma. In short, if there is a crime then Victim Services Unit (VSU) can and will support the victim(s) – activated entirely through the RCMP internally. If there is no crime, however, VSU is no longer able to provide support to any victim(s), and that would fall to a local Crisis Team (CT) where one exists.

In Jasper, the former model was that of a joint VSU/CT organization, with the staff and volunteers able to respond and support all victims of trauma, with no distinction for criminal causes. Recognizing the importance of this service, Municipal Council has supported this model directly through annual funding over many years. With the disbanding of the previous organization and the clarity from the province that VSU's must be completely separate and independent from CT's, there leaves a gap in our community for service to victims of non-criminal trauma.

The Jasper Community Team Society (JCTS) stepped up to fill this gap and has received some of the funding from the disbanding of the former Jasper Crisis Team. Additionally, Council agreed to support the JCTS in this transition with setup funding in the fall of 2022 and ongoing operational support in the 2023 budget. The JCTS is in the process of developing a new Crisis Team now, and expects to have it operational in 2023.

Currently, Community Outreach Services (COS) is the front-facing organization assisting those in crisis who do fall outside of the VSU supports being delivered in our region. The JCTS has hired a CT coordinator who, when requested by COS, authorizes the use of Crisis Team funds to support individuals in crisis. This system is providing support to Jasper residents and visitors, but is not “up and running” in its final form yet – we are relying on the skills and flexibility of the Outreach Team to provide the actual front line crisis support that will soon transition to the CT when it is operational.

Council may wish to continue to monitor this item, and advocate when appropriate.

Strategic Plan Relevance:

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.
- Ensure residents receive quality service that provides strong value for dollar.

Inclusion Considerations:

The Municipal Inclusion Assessment Tool has been considered in this RFD.

Financial:

The approved 2023 budget includes \$12,500 to support the JCTS in providing a Jasper Crisis Team.

Attachments:

- Letter from the Honourable Mike Ellis, Minister of Public Safety & Emergency Services



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized flourish at the end.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Senior Recreation All Access Passes
From: Bill Given, Chief Administrative Officer
Prepared by: Christopher Read, Director of Community Development
Reviewed by: Jo-Ann Sherlow, Acting Fitness & Aquatic Centre Manager
Angella Franklin, Recreation Facilities Manager
Date: February 28, 2023



Recommendation:

- Committee receive this report for information.

Alternatives:

- Committee direct Administration to present this request granting free passes for seniors 75+ at the 2024 budget presentation.
- Committee direct Administration to bring forward a report providing options to granting free passes for seniors 75+ to begin in 2023.

Background:

On January 12, 2023 Mayor and Council received a letter of from the Seniors Society, to request consideration for seniors over the age of 75 to receive free memberships for the Jasper Fitness & Aquatic Centre and the Jasper Activity Centre. At the January 24, 2023 Committee of the Whole meeting, Committee moved that:

“Committee receive the correspondence for information, and; Committee refer the request from the Jasper Seniors’ Society to administration for a report back at the next Committee of the Whole meeting.”

The 2021 federal census showed that Jasper had the age breakdown shown in the table to the right. **note that the percentages add to more than 100% due to rounding.*

Less than 55	2692	67%
55 to 74	1112	28%
75+	225	5.5%
Total	4029	

Discussion:

The use of our recreation facilities can enhance both the physical and mental health of users. Increased physical activity can reduce the need for more costly health care in cases of both acute and chronic conditions. Providing increased access to this demographic would also enable more community connection and diversity amongst all users.

Seniors are responding well to the programs and services available at our facilities. Enabled through the Share Your Passion initiative, we are collaborating with the Physiotherapy Department at the Seton

Hospital in facilitating a Community Fitness for Seniors program to teach the senior community how to safely use the equipment. This program sold out within two hours of registration opening and has a waitlist. Our Aquafit program engages anywhere from 10-20 participants twice a week, mostly seniors over 55.

In 2022, we sold a total of 69 membership passes of all types to seniors 75 and over, bringing in \$6,758.52 in revenue. This represents 28% of the 247 membership passes and 15% of the \$44,347.99 in revenue totals for all seniors 55+.

We are unable to break out the local/visitor ratio or the 75+ portion of our seniors (55+) drop ins, but we reported 499 seniors drop ins for \$3106.64 in revenue.

Community Outreach Services administers a needs-tested facility access program through 1:1 outreach, and this service is available to all residents, regardless of age. Last year, 31 individuals aged 55+ qualified for this program, and 7 of those were 75+.

Additionally, the municipality currently provides free recreation access to local children through to the end of their grade 12 year of school. This program started over 10 years ago as a pilot for elementary school aged children then expanded to include all children/youth in school. There were 414 local child/youth all access passes in 2022.

Strategic Relevance:

- Community Health:
 - Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
 - Promote and enhance recreational and cultural opportunities and spaces.
 - Enable and facilitate events that provide opportunities to increase community connections
 - Leverage and create opportunities for greater inclusion
- Relationships
 - Communicate and engage with residents.

Inclusion Considerations:

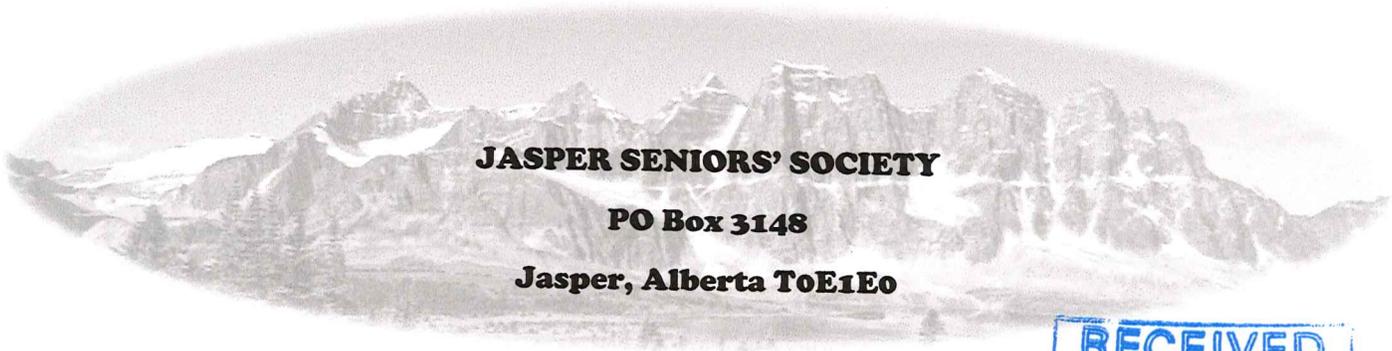
The Municipal Inclusion Assessment Tool has been applied to this recommendation. Creating more opportunities for age cohorts to mix together is a recognized inclusion goal.

Financial:

The approved 2023 budget does not include the necessary reductions in revenue to accommodate this request. Based on the previous years' data, providing seniors with free access to recreation facilities would result in approximately \$7000.00 in lower pass revenue, and perhaps \$600.00 lower drop in revenue taken from the percentage of seniors 75+ in our community.

Attachments:

- Letter from the Seniors Society dated January 12 2023



JASPER SENIORS' SOCIETY

PO Box 3148

Jasper, Alberta T0E1E0

RECEIVED

JAN 17 2023

January 12, 2023

Municipality of Jasper

PO Box 520

Jasper, AB T0E 1E0

Dear Mayor Ireland and Council,

RE: Seniors' Recreation Facilities Pass

At our recent January 9th, 2023 Jasper Seniors' Society meeting, a motion was unanimously passed requesting your consideration in issuing free passes for access to the aquatic and activity centres to seventy-five plus aged seniors.

Not only would this encourage physical well-being but also enhance the mental well-being of individuals who are perhaps living on their own and could benefit from being with others.

It is also a great gesture of appreciation for the many years seniors have served their community.

We thank you for your consideration and look forward to your response.

Respectfully,



Janis Marks, President

Mary Wilson, Secretary

AGENDA ITEM 7.5

REQUEST FOR DECISION

Subject: Capital Budget Carry Forward to 2023
From: Bill Given, Chief Administrative Officer
Prepared by: Natasha Malenchak, Director of Finance and Administration
Reviewed by: Christine Nadon, Director of Protective and Legislative Services
Date: February 28, 2023



Recommendation:

Committee recommend Council approve the carry forward capital list of incomplete 2022 projects to the 2023 capital budget as presented.

Alternatives:

- That Committee direct Administration to revise the capital carry forward list (by item(s) discussed) and return to a future committee meeting.

Background:

Council approved the 2023 Operating and Capital Budgets on December 6, 2023. During budget presentations, Administration informed Council that any incomplete 2022 projects would come back to Council as a separate Request for Decision at a later date.

Discussion:

The carry forward process is to ensure that all capital project that have begun in the prior year can continue, and that any projects that did not commence but are still required can be initiated in the current fiscal year.

To determine that the projects listed should carry forward Administration has:

- Given vendors time to submit 2022 invoicing and;
- Deleted some of the 2022 capital projects that no longer need to occur or that were complete in 2022.

The initial estimate of carry forward items included their full budgeted 2022 amounts (\$19,550,013) and the actual recommended carry forward budget has been adjusted to the remaining budget post-2022 expenses incurred (\$15,772,179).

90% of recommended carry forward items are Work in Progress (WIP), the other 10% have not commenced however 6% of this figure is the skatepark.

The 2022 approved capital budget was \$26,130,694 and \$5,415,644 was expensed.

Strategic Relevance:

Relationships:

- Communicate and engage with residents.

Organizational Excellence:

- Proactively plan for and invest in the maintenance and management of our natural assets and built infrastructure.

Inclusion Considerations:

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

Relevant Legislation:

Policy B-109 Fiscal Control and Financial Reporting:

- 5. CAPITAL BUDGET AUTHORITY
 - 5.1 The Capital Budget approved by Council establishes the scope, funding and spending authority for each Capital Project listed in the Capital Budget document for the identified period.

Financial:

If approved, the amounts and projects will be added to the 2023 Capital Budget within the financial software. The recommendation can be carried out within the existing approved budget and no additional resources are needed.

Attachments:

- 2022 Capital Carry Forward to 2023 Budget Listing



Carry Forward Capital Plan Request

Department/Area	Project Name	2022 Estimated	2022 to 2023 Request
Community Development			
Activity Centre			
	Activity Centre Portion of Renovations Design and Eng.	300,000	99,619
	Activity Centre Portion of Renovations (Construction)	2,857,294	2,847,007
Carry Forward From Prior Year(s)	Activity Centre Portion of Renovations	3,157,294	2,946,626
Grounds			
	Log Cabin portion of renovations	200,000	200,000
	Ball diamond bleachers (x2)	27,000	0
Carry Forward From Prior Year(s)	Log Cabin portion of renovations	227,000	200,000
Arena			
	Design,permits,tender and contingency, ice plant	150,000	129,677
	Arena - Ice Plant & Condenser Move & Rebuild	3,712,551	2,587,691
	Arena portion of Renovations Design and Eng.	450,000	290,752
	Arena portion of Renovations (Construction)	2,837,262	2,837,262
	Glass Lift	10,000	0
	Sound System components	12,000	11,407
Carry Forward From Prior Year(s)	Arena portion of Renovations	7,171,813	5,856,789
Aquatic			
	Structure Review	200,000	148,561
	Aquatic portion of Renovations Design and Eng.	208,990	129,948
	Aquatic Portions of Renovations Construction	1,495,416	1,495,416
	Valve Exercise program	18,000	18,000
	Domestic hot water tanks x 2	48,000	48,000
	Sump Pump replacement for backwashes	20,000	20,000
	Washers & Dryers x 2 each	10,000	10,000
	Weight Room benches	12,000	0
	Non Cardio fitness equipment	25,000	0
Carry Forward From Prior Year(s)	Aquatic Portions of Renovations	2,037,406	1,869,925
Skatepark			
	Skatepark	927,500	927,500
Carry Forward From Prior Year(s)		927,500	927,500
Daycare			
	Daycare interior and exterior windows	20,000	20,000
Carry Forward From Prior Year(s)		20,000	20,000
Department/Area			
Protective Services			
Fire			
	20% of roof access and fall protection, building key system	22,500	22,500
	ESB Boiler and DHW Replacement	150,000	8,730
	Command Fleet	100,000	89,212
	Engine 2 Replacement	350,000	271,582
	Keyless Entry System	30,000	0
	Gear storage lockers	13,000	0
Carry Forward From Prior Year(s)		665,500	392,024
Ops Build Mtn			
General Maintenance			
	Used Oil and Filter Storage	25,000	5,966
	Lock out tag out panel for all buildings (20,000 split 4 depts)	5,000	2,072
Carry Forward From Prior Year(s)		30,000	8,037

Housing/Muni Building			
	Cottage Clinic Interior and Exterior Repairs	10,000	10,000
	Municipal Housing Repairs	40,000	0
	Affordable Housing Initiative	200,000	151,587
	Cabin Creek Housing Repairs	50,000	50,000
Carry Forward From Prior Year(s)		300,000	211,587
Library and Culture Centre			
	Exterior Wood Refinishing	20,000	20,000
	Basement Window Concrete Lintel Repairs	15,000	15,000
	Site Drainage and Egress Improvements	20,000	20,000
Carry Forward From Prior Year(s)		55,000	55,000
Department/Area	Project Name	2022	
Roads and Grounds			
Roads			
	Wayfinding	30,000	30,000
	Loader	400,000	0
	Green Alley	10,000	1,305
	Parking Meters	20,000	0
	Road Repair	200,000	0
	Sidewalk Replacement/Repair	30,000	25,050
Carry Forward From Prior Year(s)		690,000	56,355
Grounds			
	Robson Park Refurbishment Plan	10,000	0
	Lion's Park Refurbishment Plan	10,000	0
	Memorial Bench Program	15,000	3,161
	Hazardous/fruit trees maintenance	30,000	0
Carry Forward From Prior Year(s)		65,000	3,161
Department/Area	Project Name	2022	
Utilities			
Water			
	Annual Valve Replacement Program	35,000	0
	Hydraulic modelling	90,000	37,383
	Service Van (Replacement)	70,000	70,000
	Water Access Control	50,000	0
	Annual Valve Replacement Program	150,000	53,088
	Annual Hydrant rebuilds - 20 units per year - on-going annual BMP program	55,000	0
Carry Forward From Prior Year(s)		450,000	160,471
Sewer			
	Abandon Trailer Park Manholes	30,000	17,930
	Main line camera for structural assessment	125,000	115,349
	Sanitary RV disposal portion of S Block Sani/Water station	440,000	91,456
	Sewer Flow Meter	150,000	116,075
	Sanitary Hydraulic modeling	100,000	0
	WWTP Annual Capital Requirement	2,538,500	2,538,500
	Lateral Downsize Repairs	180,000	134,512
Carry Forward From Prior Year(s)		3,563,500	3,013,822
Garbage & Recycling			
	Ops Build Mtn Service Review (Split Raods, Grounds, Water, Sewer, Rec and Garb)	40,000	40,000
	Garbage Bin Replacement Program	60,000	10,882
Carry Forward From Prior Year(s)		100,000	50,882
Department/Area	Project Name	2022	
Administration			
General			
	Budget Review	20,000	0
	Paper Shredder	8,000	0
Carry Forward From Prior Year(s)		28,000	0
Information Technology			
	Network Accessible Storage & Server	42,000	0
	Network Infrastructure Upgrades	20,000	0
Carry Forward From Prior Year(s)		62,000	0
	Carry Forward	\$19,550,013	\$15,772,179

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)
Community Conversations – Town Internet Access	August 23, 2022	Director of Finance & Administration	That Committee direct Administration to explore opportunities for town wide internet access.	February 2023
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.	February 2023
S-Block Parking	October 11, 2022	Director of Protective & Legislative Services	That Committee direct Administration to develop a revised parking program for stalls in the S-Block parking lot, and report back at an upcoming Committee of the Whole meeting; and That Committee direct Administration to propose a fee increase to the Storage Lots Bylaw (#208), and report back at an upcoming Committee of the Whole meeting.	February 2023
Traffic Advisory Committee Draft Terms of Reference	October 25, 2022	Director of Operations and Director of Protective & Legislative Services	That Council direct Administration to develop a draft Terms of Reference for a Traffic Advisory Committee and return to a future committee of the whole meeting.	March 2023
Communities in Bloom Draft Terms of Reference	October 25, 2022	CAO	That Council direct Administration to develop a draft Terms of Reference for a Communities in Bloom Committee and return to a future committee of the whole meeting.	February 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.	April 2023
Victim Services Changes	December 13, 2022	Director of Community Development	That Committee direct Administration to review and report back to a future Committee of the Whole meeting regarding local impacts on service levels for victims of non-criminal trauma.	February 2023

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: <ul style="list-style-type: none"> • A Clean Energy Improvement Program business case for Jasper • Draft Clean Energy Improvement Tax bylaw 	March 2023
Early Learning and Child Care Strategy	December 13, 2022	Director of Community Development	That Committee direct Administration to work with community stakeholders to develop a draft early learning and child care strategy for Jasper and return to a future Committee of the Whole meeting.	February 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: <ol style="list-style-type: none"> 1. a draft business plan 2. a draft Unanimous Shareholder’s Agreement 	June 2023
Jasper Seniors’ Society Request	January 24, 2023	Director of Community Development	That Committee receive the correspondence for information, and; that Committee refer the request from the Jasper Seniors’ Society to administration for a report back at the next Committee of the Whole meeting.	February 2023
West Central Airshed Society	February 7, 2023	Director of Operations	That Council receive the presentation by the West Central Airshed Society for information, and request that Administration prepare a report on the benefits to the Municipality of Jasper of membership in the West Central Airshed Society.	March 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: <ul style="list-style-type: none"> • Establishing a Fixed-Route Bus Service beginning in 2023 • Conducting a E-Bike Sharing Pilot Project in 2023 	May 2023

<p>Hakone, Japan Initiatives 2023</p>	<p>February 14, 2023</p>	<p>Director of Protective & Legislative Services</p>	<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. 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. 3. That Committee direct Administration to return to a future Committee of the Whole meeting with additional information on timelines, costs, and invited delegation size for a delegation to Hakone, Japan in the fall of 2023.</p>	<p>April 2023</p>
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