

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

Date: April 14, 2020 | Time: 9:30 am



Due to the COVID-19 outbreak, this meeting will be conducted electronically. To watch the meeting at 9:30 am, click or copy and paste the following link into your browser: <https://zoom.us/j/492811970>

Following an in camera (closed to the public) session, observers can tune back in using the following link: <https://zoom.us/j/856033479>

To be notified of when Council is reconvening after its closed session, send an email to [kbyrne@town.jasper.ab.ca](mailto:kbyrne@town.jasper.ab.ca). Please note that an in camera session could take several minutes or hours.

- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
  - 2.1 Regular meeting agenda, April 14, 2020 attachment
- 3 APPROVAL OF MINUTES**
  - 3.1 Regular meeting minutes, April 7, 2020 attachment
- 4 PRESENTATIONS**
  - 4.1 ECC Update verbal
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
- 7 BYLAWS**
  - 7.1 Bylaw Summary attachment
  - 7.2 Utility Fees Levy and Collection Bylaw 2020 A – 3<sup>rd</sup> reading attachment
- 8 REQUESTS FOR DECISION**
  - 8.1 RFD: Budget Requests from External Groups attachment
- 9 INFORMATION REPORTS**
  - 9.1 ATCO Electric Annual Report attachment
- 10 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
- 11 OTHER NEW BUSINESS**
- 12 COUNCILLOR REPORTS**
- 13 UPCOMING EVENTS**
- 14 ADJOURNMENT**

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

# Municipality of Jasper

## Strategic Priorities 2018-2022

**Council's aspiration is the continued enhancement of Community Health within the framework of the effective, efficient and fiscally responsible provision of municipal services.**

To achieve that aspiration, Council has identified six priority areas on which to focus its efforts during the next four years.

### Council's Mission

Council's mission is to advance the community's vision and interests by:

- fostering positive relationships;
- responsibly managing municipal finances and assets (through committed adherence to the municipal Asset Management Plan); and
- delivering municipal service levels effectively, efficiently and affordably.



Municipality of Jasper  
**Regular Council Meeting Minutes**  
Tuesday, April 7, 2020 | 9:30 am

Electronic Meeting	The April 7, 2020 regular meeting was conducted electronically through Zoom. All meeting attendees participated or observed by electronic means.		
Present	Mayor Richard Ireland, Deputy Mayor Helen Kelleher-Empey, Councillors Scott Wilson, Paul Butler, Bert Journault, Jenna McGrath and Rico Damota		
Also present	Mark Fercho, Chief Administrative Officer Kathleen Waxer, Community and Family Services Manager Christine Nadon, Legislative Services Manager Natasha Malenchak, Director of Finance and Administration Kayla Byrne, Legislative Services Coordinator Lisa Daniel, Child Services Manager Greg Van Tighem, Director of Protective Services Fuchsia Dragon, Fitzhugh 24 staff members and observers		
Call to order	Mayor Ireland called the meeting to order at 9:33 am.		
Additions to the Agenda #91/20	MOTION by Councillor McGrath – BE IT RESOLVED that Council add the following item to today’s agenda: - 14.2 In Camera: Legal Matter		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #92/90	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the agenda for the regular meeting of April 7, 2020 as amended.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of regular minutes #93/20	MOTION by Councillor McGrath – BE IT RESOLVED that Council approve the minutes of the March 17, 2020 regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of special regular minutes #94/20	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the minutes of the March 31, 2020 special regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Community & Family Services Report	The Director of Community and Family Services presented a departmental report, noting that the department is still waiting for news regarding its Family Resource		

Network funding application. Mrs. Waxer also highlighted work being done by Emergency Social Services (ESS) in regards to COVID-19.

Councillors asked clarifying questions and commended the CFS department for its services during the pandemic.

Information  
Report:  
COVID-19 Service  
Cuts and Cost  
Saving Measures

Administration presented a list of deferred or cancelled capital projects for 2020; service cuts due to the COVID-19 pandemic; a list of additional cost saving measures, including service impacts to residents and businesses. Discussions on workforce reductions will continue, with announcements to affected staff scheduled for later in the week.

Councillors inquired and made various remarks about provincial budget deadlines, further cost reduction measures, departmental budgets, external tax requisitions and the deferral of 2020 capital projects.

Recess

Mayor Ireland called a recess at 10:52 am until 11:01 am.

RFD: Operating  
Budget 2020  
#95/20

Prior to making a decision on the operating budget, Council considered numerous items like further cost reductions, maintaining essential services and community recovery assistance.

MOTION by Councillor Butler – BE IT RESOLVED that Council approve a 2020 operating budget resulting in a tax requisition of \$7-million.

FOR  
4 Councillors

AGAINST  
3 Councillors  
(Mayor Ireland, Councillor Wilson & Councillor Damota)  
CARRIED

Council gave notice that it will make a decision regarding budget requests from external groups at the next regular meeting.

Bylaw Summary

Council received a list of bylaws currently in force and those in various stages of readings.

Utility Fees Levy  
and Collection  
Bylaw 2020 A  
#96/20

This revised bylaw was brought forward to capture Council's request to defer utility bill payments without penalties due to the COVID-19 pandemic.

MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council read for the first time, Bylaw #226: Utility Fees Levy and Collection Bylaw 2020 A, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2020.

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

MOTION by Councillor Journault – BE IT RESOLVED that Council read for the second time, Bylaw #226: Utility Fees Levy and Collection Bylaw 2020 A, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2020.

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

Correspondence: In partnership with the Jasper Park Chamber of Commerce and Community Support for Futures West Yellowhead, the Municipality of Jasper wrote a letter to the local Businesses Re: businesses community regarding support during the COVID-19 pandemic.  
COVID-19

New Business Council directed Administration to include the following message in further communications regarding the municipal response to COVID-19: “Council encourages all tenants and landlords in Jasper to find ways to work together during this time.” It was also requested this statement be included in the April 7 Council meeting highlights.

Council requested that Emergency Coordination Centre (ECC) updates be included on the upcoming agendas. Administration noted the ECC it is striving to meet the following objectives:

- Keeping staff safe and healthy
- Providing and maintaining essential services
- Collaborating with Alberta Health Services when necessary
- Minimizing costs

Councillor Reports Councillor McGrath will attend a Jasper Municipal Library board meeting and will participate in the Community Conversations.

Councillors Kelleher-Empey and Wilson attended a Community Futures directors meeting.

Mayor Ireland had a telephone discussion with Senator Simons regarding the impact of COVID-19 on communities. Mayor Ireland also had a conference call with MLA Long and other local mayors regarding COVID-19 in the region.

Councillor Butler reported that the Evergreens Foundation does not, as of this meeting, have any cases of COVID-19 in any of its facilities. Councillor Butler commended the foundation for all its hard work during the pandemic.

Meeting extension #97/20 MOTION by Councillor Damota – BE IT RESOLVED that Council extends today’s meeting beyond four hours.

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

In Camera #98/20      MOTION by Councillor McGrath – BE IT RESOLVED that Council move in camera at 1:23 pm to discuss agenda item 14.1 Human Resources Matter - FOIP s.24 and agenda item 14.2 Legal Matter.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Revert to public meeting #99/20      MOTION by Councillor Damota – BE IT RESOLVED that Council move out of camera at 3:25 pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Summary of in camera meeting      During the in camera session, Council further discussed municipal work force reductions and the legal ramifications of managing the COVID-19 pandemic.

Adjournment #100/20      MOTION by Councillor Damota – BE IT RESOLVED that, there being no further business, the regular meeting of April 7, 2020 be adjourned at 3:34 pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

# Municipality of Jasper Bylaw Summary

Updated: 4/9/2020

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading				
					First Reading	Second Reading	Third Reading & Approval	Date Forwarded	Date Certified
226	Utility Fees Levy and Collection Bylaw 2020 A		223		2020-Apr-07	2020-Apr-07	2020-Apr-14	2020-Apr-07	2020-Apr-08
225	Supplementary Tax Bylaw 2020		214		2020-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
224	Supplementary Assessment of Improvements 2020		213		20-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
223	Utility Fees Levy and Collection Bylaw 2020		212		19-Dec-17	19-Dec-17	20-Jan-07	19-Dec-19	19-Dec-23
222	Records Management Bylaw				19-Nov-19				
221	Traffic Advisory Committee Repeal Bylaw		111		19-Oct-15	19-Nov-05	19-Nov-19		
220	Waste Water Treatment Plant Borrowing Bylaw				19-Aug-20	19-Oct-01	19-Oct-15		
219	Jasper Recreation Complex Renovation Phase 1 Borrowing Bylaw 2019				19-Aug-20	19-Oct-01	19-Oct-15		
218	Taxation of Hostelling International Property Bylaw 2019				19-Jul-16	19-Aug-13	19-Aug-20	19-Aug-14	19-Aug-15
217	Taxation Rates Bylaw 2019		209		19-May-21	19-May-21	19-Jun-04	19-May-27	19-May-27
216	Traffic Safety Bylaw 2019		195		19-Apr-16				
215	Waste Reduction Regulation Bylaw				19-Apr-02	19-May-21	19-Jun-04	19-May-27	19-May-27
214	Supplementary Tax Bylaw 2019		207		19-Jan-22	19-Jan-22	19-Feb-05	19-Jan-23	19-Jan-24
213	Supplementary Assessment of Improvements 2019		206		19-Jan-22	19-Jan-22	19-Feb-05	19-Jan-23	19-Jan-24
212	Jasper Levy and Collection of Utility Fees Bylaw 2019		205		18-Dec-18	18-Dec-18	8-Jan-19	18-Dec-18	19-Dec-18
211	Cannabis Consumption Bylaw				18-Sep-18	18-Sep-18	2-Oct-18	19-Sep-18	20-Sep-18
210	Regional Assessment Review Board Bylaw		201		5-Jun-18	19-Jun-18	3-Jul-18	25-Jun-18	26-Jun-18
209	Tax Rate Bylaw 2018		203		15-May-18	15-May-18	5-Jun-18	25-Jun-18	17-May-18



**Certification of Municipality of Jasper  
Bylaw #226  
UTILITY FEES LEVY AND COLLECTION BYLAW A 2020**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper ("Local Government Agreement") have reviewed the Municipality of Jasper Bylaw # 226, which received first reading on the 7th day of April, 2020 and second reading on the 7th day of April, 2020 by the Council of the Municipality hereby certify with respect to Bylaw #226 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada's authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 8th day of April, 2020.

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Alan Fehr  
Field Unit Superintendent of  
Jasper National Park of Canada



**MUNICIPALITY OF JASPER  
BYLAW #226**

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LEVYING AND COLLECTION OF FEES FOR THE PROVISION OF WATER, SEWER, SOLID WASTE AND RECYCLING SERVICES IN 2020.**

**WHEREAS** the Municipal Government Act (R.S.A. 2000, cM-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to customers in the Municipality and, subject to Council approval, to customers outside the Municipal boundaries;

**AND WHEREAS** the Municipal Government Act authorizes a municipality to pass a bylaw respecting public utilities and services provided by the municipality;

**NOW THEREFORE** the Council of the Specialized Municipality of Jasper, in the province of Alberta, duly assembled, enacts:

**1.0 Citation**

- 1.1 This bylaw may be cited as the "Utility Fees Levy and Collection Bylaw 2020 A".
- 1.2 This bylaw rescinds Bylaw #223 "Utility Fees Levy and Collection Bylaw 2020".

**2.0 Definitions**

- 2.1 In this bylaw
  - 2.1.1 "apartment building" shall mean a single building comprised of three or more dwelling units, not including secondary suites with shared entrance facilities, where none of the dwelling units are rented or available for rent or occupation for periods less than 30 days;
  - 2.1.2 "apartment unit" shall mean a dwelling unit in an apartment building;
  - 2.1.3 "black water" shall mean de-watered or partially de-watered sludge forming a semi-liquid mass and includes accumulated settled solids deposited in holding tanks, pit latrines, sewage lagoons and septic tanks;
  - 2.1.4 "bulk water" shall mean water obtained from the water system by truck, tanker or similar means, and at such times and locations as may be designated by the CAO;
  - 2.1.5 "chief administrative officer" (CAO) means the chief administrative officer of the Municipality of Jasper or designate;
  - 2.1.6 "dwelling unit" shall mean one or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy by a household with facilities to sleep, cook and eat, and with its own sanitary facilities;
  - 2.1.7 "community non-profit rate" shall mean the community non-profit rate specified in Schedule 1 which shall apply to:
    - 2.1.7.1 Parcel R9, Lot 2 (Jasper United Church);
    - 2.1.7.2 Parcel C (St. Mary and St. George's Anglican Church);
    - 2.1.7.3 Block A, Lot 1 (Our Lady of Lourdes Catholic Church);
    - 2.1.7.4 Block 18, Lot 14 (Jasper Lutheran Church);
    - 2.1.7.5 Block 26, Lot 13 (Jasper Pentecostal Church);
    - 2.1.7.6 Block 4, Lots 19-20 (Jasper Baptist Church);
    - 2.1.7.7 Block 5, Lot 4 (Jasper Park Chamber of Commerce, Robson House);
    - 2.1.7.8 Parcel A, Lots 3A and 4A (Jasper-Yellowhead Historical Society);
    - 2.1.7.9 Block 36, Lots 31 and 32 (Jasper Municipal Library);
    - 2.1.7.10 Athabasca Park (Parks Canada Administration Building),
    - 2.1.7.11 Un-surveyed lot known as Parcel U-124 (Friends of Jasper National Park and public washroom building), and
    - 2.1.7.12 Block 5, Lots 5 and 6 (Tourism Jasper Jackman House)
  - 2.1.8 "grey water" shall mean the fouled water supply of residences and businesses, and includes water-carried human wastes;

- 2.1.9 "leaseholder" shall mean a grantee or a person or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railway, and shall mean Jasper National Park of Canada in respect to lots or land parcels held by the Crown;
- 2.1.10 "multi-unit dwelling" means one or more single buildings designed to contain three or more dwelling units not including secondary suites where none of the dwelling units are rented or available for rent or occupation for periods of less than 30 days;
- 2.1.11 "Municipality" shall mean the Municipality of Jasper;
- 2.1.12 "sewer system" shall mean the sanitary sewer system owned and operated by the Municipality and all accessories and appurtenances thereto, and shall include the wastewater treatment plant;
- 2.1.13 "water meter" shall mean a device designated and installed by the Municipality in each water service for the purpose of measuring water volume, and
- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto.
- 2.1.15 "zone" shall mean a zone established by a planning regime.

### **3.0 Water Rate**

- 3.1 Every leaseholder of a lot or land parcel in the Municipality that is connected solely to the water system shall pay a water charge calculated by multiplying the volume in cubic meters of water consumed by **\$1.41**.
- 3.2 The volume of water consumed will be measured by a water meter.

### **4.0 Combined Water and Sewer Rate**

- 4.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to both the water and sewer systems shall pay a sewage charge calculated by multiplying the volume in cubic meters of water consumed by **\$2.32**. The equivalent combined rate would be the sum of the water rate and the sewage rate.
- 4.2 The volume of sewage is calculated as being equal to the volume of water consumed by that leaseholder. The volume of water consumed will be measured by a water meter.

### **5.0 Sewer Rate**

- 5.1 Every leaseholder of a lot or land parcel in the Municipality that is connected solely to the sewer system shall pay a sewage charge calculated as a percentage of the annual operating cost of the Jasper wastewater treatment plant equal to the volume of sewage that leaseholder contributes to the wastewater treatment plan expressed as a percentage of total flows received at the plant.
- 5.2 Every leaseholder to whom section 5.1 applies shall provide a means approved by the Municipality of measuring the volume in cubic meters of sewage entering the sewer system from the leaseholder's lot or land parcel.

### **6.0 Trucked Waste**

- 6.1 Every leaseholder of a lot or land parcel in the Municipality that is not connected to either the water or the sewer system shall pay a sewage charge calculated as follows:
  - 6.1.1 **\$9.29** for each cubic meter of grey water deposited in the sewer system; and
  - 6.1.2 **\$14.70** for each cubic meter of black water deposited in the sewer system.
- 6.2 Every leaseholder to whom section 6.1 applies shall establish and maintain a municipal sewage account and the Municipality shall charge the service fee specified in Schedule 2 for the establishment of the account.

- 6.3 Every leaseholder to whom section 6.1 applies who deposits grey water or black water sewage into the sewer system at any time when a member of the operating staff of is not present at the plant, and whose deposit results in a circumstance requiring the presence of a member of the operating staff, the Municipality shall charge the leaseholder the wastewater treatment plant call-out fees specified in Schedule 2.

## **7.0 Bulk Water**

- 7.1 Every hauler of bulk water shall pay bulk water fees calculated as the volume of water obtained from the water system multiplied by the water rate specified in section 3.1 except that the minimum invoice for every such hauler shall be **\$61.90** for every billing period during which such hauler purchased bulk water from the Municipality.
- 7.2 Every purchaser of bulk water not having an existing municipal bulk water account shall establish such an account and the Municipality shall charge the service fee specified in Schedule 2 for the establishment of the account.

## **8.0 Solid Waste**

- 8.1 The Municipality shall, with respect to every leaseholder of a lot or parcel located in the Municipality, charge the fees specified in Schedule 1 for solid waste collection.
- 8.2 In the event the Parks Canada Agency increases the fees charged to the Municipality for the provision of solid waste services, the CAO may increase the fees specified in Schedule 1 to the extent necessary to recoup those increased costs. The revised fees shall be advertised by the Municipality.
- 8.3 The Municipality shall establish a daily solid-waste collection schedule ensuring that solid waste collection is normally completed no later than 1:00 p.m. of each operating day. If an extra pickup is required on any operating day it shall be subject, in addition to the fees prescribed in section 10.1 herein, to the off-schedule surcharge specified in Schedule 1.
- 8.4 Every leaseholder of an institutional lot or parcel in the Municipality shall pay solid waste fees at the commercial rate specified in Schedule 1 unless such zone or parcel:
- 8.4.1 is listed in section 2.1.7 as subject to the community non-profit rate; or
- 8.4.2 is used solely for residential purposes, in which case solid waste fees shall be levied in accordance with the character of such use; and
- 8.4.3 no water, sewer or solid waste accounts shall be levied in respect of Parcel CA.

## **9.0 Parks Canada Agency**

- 9.1 The Parks Canada Agency shall pay water, sewer and solid waste charges on properties it uses and occupies within the Municipality as though it were a leaseholder.
- 9.2 The Municipality shall, in respect to its lots or land parcels in Jasper National Park of Canada outside the Municipality that are not connected to either the water or the sewer system, levy a sewage charge for each cubic meter of sewage deposited in the sewer system calculated at 0.8 multiplied by the per cubic meter trucked waste charge specified in section 6.1.
- 9.3 Occupants of Parks Canada Agency lands zoned "R1", "R2", "R3" or "R4" shall pay the solid waste charges specified in Schedule 1 unless the Municipality is requested in writing by the Parks Canada Agency to direct such accounts elsewhere.
- 9.4 Parcel GJ shall be exempt from solid waste fees.

## **10.0 Recycling Fee**

- 10.1 Every leaseholder of a lot or parcel upon whom the Municipality levies fees for solid waste collection shall also be charged the recycling fee specified in Schedule 2 which fee shall be contributed to recycling operating budgets.
- 10.2 Every leaseholder referred to in section 10.1 and who is the subject of more than one solid waste account with the Municipality shall pay the recycling fee with respect to each of their solid waste accounts.

## **11.0 Accounts**

- 11.1 Accounts shall be rendered to the leaseholder, except that:
  - 11.1.1 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned R3 in respect to which:
    - 11.1.1.1 each dwelling unit is serviced by an individual water meter;
    - 11.1.1.2 not less than 10 rental dwelling units are located within a single leasehold; and
    - 11.1.1.3 the leaseholder has provided to the Municipality current postal addresses for the tenants of the rental dwelling units and has requested in writing the accounts be sent to those addressed; and
    - 11.1.1.4 the Municipality shall hold the leaseholder fully and entirely responsible for the payment of such accounts in the event the Municipality's reasonable efforts to collect such accounts prove unsuccessful.
  - 11.1.2 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned CV-2, CO, CP, or CN.
- 11.2 Accounts shall be due and payable to the Municipality when rendered. Failure to receive an account shall not affect the liability to pay the account.
- 11.3 Municipal utility service charges shall be a debt recoverable from the leaseholder by action and may be recovered by distress upon the seizure of the goods and chattel of the leaseholder, and there shall be a lien upon the property, collectable in the same manner as taxes.
- 11.4 The Municipality may terminate water services to any leaseholder when their municipal utility service charges are in arrears by 60 days or more from the rendering of the account.
- 11.5 When a new account is established the Municipality shall charge the leaseholder the service fee specified in Schedule 2 for the establishment of the account.
- 11.6 For any services requested on or after June 1, 2009, a tenant to which section 11.1.2 applies, shall pay the Municipality the non-interest-bearing deposit specified in Schedule 2. The deposit shall be:
  - 11.7.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
  - 11.7.2 applied to any outstanding service account balance at the conclusion of the full period in which water services are delivered to the depositor or in the event no outstanding account balance exists, returned to the depositor.

## **12.0 Penalties**

- 12.1 Penalties for late payment of service accounts shall be waived until September 1, 2020. Council may determine, by motion:
  - 12.1.1 to waive penalties for late payment of service accounts for a period extending beyond September 1, 2020; and
  - 12.1.2 the interest rate to be applied for late payment of service accounts.

## **13.0 Severance**

- 13.1 If any section in this bylaw is found by a court of competent jurisdiction to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

## **COMING INTO FORCE**

This bylaw shall come into force on the date of final passing thereof.

**READ** a first time this 7<sup>th</sup> day of April 2020.

**READ** a second time this 7<sup>th</sup> day of April 2020.

**READ** a third and final reading this    day of April 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

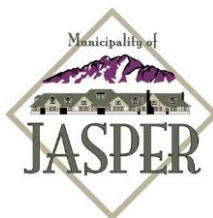
**SCHEDULE 1**

**CHARGES FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES  
IN THE TOWN OF JASPER**

<u>Residential Leaseholds</u>	<u>Charge</u>
Residential lot inside the Municipality on which development comprises one dwelling unit per year	\$ 339.75
Residential lot inside the Municipality on which development comprises a duplex, per unit, per year	\$ 271.77
Multi-dwelling district lot or parcel on which development comprises one or more apartment building, per apartment unit, per year	\$ 153.00
Multi-dwelling district lot or parcel on which development comprises multi-unit development, per multi-unit dwelling, per year	\$ 263.00
<u>Commercial Leaseholds</u>	
(a) base rate for every commercial lot, and for pick-up per week of up to 8 cubic yards, per year	\$ 1,805.31
(b) for any additional pick-up of self-dumping solid waste containers, per cubic yard	\$ 20.60/cu.yd
(c) for any pick-up of solid waste not stored in solid waste containers compatible with the Haul-All collection system, per hour	\$ 128.00/hr
Commercial off-schedule surcharge per pick up	100% of fee calculated in (b) above
Storage and services lot (S-Block), per year	\$ 265.51
Community non-profit rate	\$ 339.75

SCHEDULE 2

<u>Water Service Deposit</u>	<u>Charge</u>
Water service deposit pursuant to section 11.6	\$ 248.00
<u>Recycling Fee</u>	
Annual recycling fee pursuant to section 10.1	\$ 187.00
<u>Wastewater Treatment Plan Call-out Fees</u> pursuant to section 6.3	
For the first three (3) hours or any portion thereof	\$ 258.00
For every full hour or portion thereof of a call-out exceeding three (3) hours	\$ 86.00
<u>Account Service Fee</u>	
Service Fee pursuant to sections 6.2, 7.2 and 11.5	\$ 71.70



## REQUEST FOR DECISION

**Subject:** External Municipal Support Requests/Operating Budget 2020

**Prepared by:** Natasha Malenchak

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

**Date – Discussion:** External Municipal Requests, November 5, 12 and December 3, 2019  
Public Budget Presentations, November 26 and 27, 2019

**Date – Notice:** December 3, 2019 (Interim), March 17, 2020 (Final)

**Date – Additional Discussion:** December 10 & 17, 2018 (Interim), January 21, February 4, 11, 18, 26, March 3, 10, 24 and 31, 2020

**Date – Decision:** April 14, 2020

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### Recommendation:

- That Council make a determination on levels of funding for external requests:
  - Jasper Yellowhead Museum and Archives Request – (2019 approved amount \$49,000 + additional \$16,000=0.20%)
  - Jasper Municipal Library – (2019 approved amount \$195,700 + additional \$3,914=0.05%)
  - Habitat for the Arts – (2019 approved amount \$35,000 + additional \$20,000=0.25%)
  - Jasper Victim Services – (2019 approved amount \$11,838 + \$0 =0%)
  - Jasper Artist Guild – (2019 approved amount \$0 + additional \$15,000=0.19%)

**(0.69%)**

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### Options:

“BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Yellowhead Museum and Archives in the 2020 operating budget.”

“BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Municipal Library in the 2020 operating budget.”


“BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Habitat for the Arts in the 2020 operating budget.”

“BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Victim Services in the 2020 operating budget.”

“BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Artist Guild in the 2020 operating budget.”

## Background:

As per the Municipal Government Act, section 242, Council must adopt an operating budget for each calendar year. Alberta municipalities are required to adopt operating (s. 242) and capital (s. 245) budgets for each calendar year and can adopt an interim operating budget for part of a calendar year. The proposed operating budget should be adopted by April 7 to allow sufficient time for the preparation of the tax rates bylaw and related documents, including tax notices to residents.

	MUNICIPALITY OF JASPER							
	Operating Budget							
	External Contributions							
	2015	2016	2017	2018	2019	2020	2020	2020
							Additional Request	Combined
Expense								
Museum Request	47,235	49,122	49,000	49,000	49,000	49,000	16,000	65,000
Library Request	163,500	167,383	190,000	195,700	195,700	195,700	3,914	199,614
Jasper Victims Services Request	11,838	11,838	11,838	11,838	11,838	11,838	0	11,838
Habitat Request	0	0	0	0	15,000	15,000	20,000	35,000
Jasper Artist Guild Request	0	0	0	0	0	0	15,000	15,000
Total Expense	222,573	228,343	250,838	256,538	271,538	271,538	54,914	326,452
<b>Net Surplus/-Deficit</b>	<b>-222,573</b>	<b>-228,343</b>	<b>-250,838</b>	<b>-256,538</b>	<b>-271,538</b>	<b>-271,538</b>	<b>-54,914</b>	<b>-326,452</b>
Increases from Prior Year		5,770	22,495	5,700	15,000	0		54,914
		2.59%	9.85%	2.27%	5.85%	0.00%		20.22%

## Relevant Legislation:

- Municipal Government Act, R.S.A. 2000, c.M-26, s.242

## Strategic Relevance:

- Council's Mission - to advance the community's vision and interests by: responsibly managing municipal finances and assets (through committed adherence to the municipal Asset Management Plan
- Municipality of Jasper Mission Statement - To provide open, honest and accountable government to the residents of Jasper.
- Economic Health and Fiscal Equity - Maintain a commitment to asset management and the Asset Management Plan.
- Governance – Provide open, accountable and accessible government
- Fiscal Health – Enhance the municipal budget process

## Financial:

Approval of the operating budget will allow the Finance department to input the 2020 budget values in the municipal accounting software and ensure business continuity into 2020.

## Attachments:

Note – Councilors have electronic copies of the proposed budget, which is also available on the municipal website.

[Proposed 2020-2024 Operating and Capital Budget](#)

# YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

# ATCO

## The Town of Jasper

### Serving 2529 Customer Sites in the Town of Jasper

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

### Customer Breakdown

Rate Class	2018 Number of Sites	2019 Number of Sites
Company Farm	0	0
General Service	296	295
Industrial	42	44
Oilfield	0	0
Residential	1591	1614
Sentinel Lights	42	46
Street Lights	478	530
Total Number of Sites	2449	2529

### Franchise Fee and Taxes

	2019 Actual	2020 Forecast
Wires Distribution Revenue	\$4,088,575.50	\$4,129,461.26
Franchise Fee Rate	@ 6.0%	@ 6.0%
Franchise Fee on Revenue	\$245,314.53	\$247,767.68
Distribution Linear Taxes	\$25,754.41	\$26,656.94
Total Estimated Fee + Tax	\$271,068.94	\$274,424.62

Based on 2019 actual revenue, a franchise fee increase of 1% would increase fee payments by \$40,885.75 per year.

### System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (\*SAIDI/SAIFI definitions under Supporting Information)

Outages	2018	2019
*SAIFI (Feeder Average)	2.15	2.93
*SAIDI (Feeder Average)	2.70	4.72
ATCO Electric (System Average) SAIFI (Major Events Included)	1.70	1.6
ATCO Electric (System Average) SAIDI (Major Events Included)	4.77	4.1

# YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

The ATCO logo is displayed in a large, bold, white sans-serif font. A thick yellow horizontal line is positioned directly beneath the letters 'ATCO'.

## Distribution Asset Maintenance Programs

Completed in 2018	Completed in 2019	Proposed for 2020
<ul style="list-style-type: none"><li>No planned programs</li></ul>	<ul style="list-style-type: none"><li>No planned programs</li></ul>	<ul style="list-style-type: none"><li>Bulb Change Program</li></ul>

## Street Lights

### Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
Mercury Vapor	0	2
High Pressure Sodium	353	0
LED	176	0
Total	529	2

- Number of “lights-out” identified from the street light patrols: 30
- Number of temporary overhead repairs of streetlights: 1
- Number of underground repairs made: 0

## Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. **In 2019, our people raised \$2.8 million.**

ATCO Employees in your community have participated and contributed to the following initiatives:

### **Donations:**

- Jasper in January – ATCO Street Party
- Jasper Heritage Rodeo

## Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2019 can be found at: [http://www.auc.ab.ca/regulatory\\_documents/Pages/Service\\_quality\\_and\\_reliability\\_plans.aspx](http://www.auc.ab.ca/regulatory_documents/Pages/Service_quality_and_reliability_plans.aspx)
- No customer complaints were received by the Alberta Utilities Commission for the Town of Jasper
- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

# YOUR COMMUNITY. OUR COMMITMENT.

## Report to Communities

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## Supporting Information

\*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

\*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.

Active outage information can be found at: <https://www.atco.com/en-ca/for-home/electricity/outages-emergencies/current-outage-map.html>

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.

Pole Test and Treat Program – Program to test the strength of our wooden poles and treat poles to extend the life of the pole.

Ground Rod Testing – Program to test the ground rods which ensure stray electricity is grounded thus ensuring that our system is safe and reliable.

More detailed information available upon request.

## Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

**Ashley Svecla**  
Customer Sales Representative  
ATCO Electricity  
587-516-4201  
[Ashley.Svecla@atco.com](mailto:Ashley.Svecla@atco.com)

**Amanda Mattern**  
Regional Manager  
ATCO Electricity  
780-843-9941  
[Amanda.Mattern@atco.com](mailto:Amanda.Mattern@atco.com)

# Municipality of Jasper



## List of recommendations

Regular meeting, Tuesday, April 14, 2020

### Additions to agenda

BE IT RESOLVED that council agree to add/delete the following items to today's regular meeting agenda:

### Approval of agenda

BE IT RESOLVED that council approve the agenda for the regular meeting of Tuesday, April 14, 2020 as presented.

### Approval of minutes

BE IT RESOLVED that council approve the minutes of the April 7, 2020 regular Council meeting as presented.

### Utility Fees Levy and Collection Bylaw 2020 A – 3<sup>rd</sup> reading

BE IT RESOLVED that Council read for the third and final time, Bylaw #226: Utility Fees Levy and Collection Bylaw 2020 A, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2020.

### External Municipal Support Requests/Operating Budget 2020

BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Yellowhead Museum and Archives in the 2020 operating budget.

BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Municipal Library in the 2020 operating budget.

BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Habitat for the Arts in the 2020 operating budget.

BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Victim Services in the 2020 operating budget.

BE IT RESOLVED THAT Council allocate \$\_\_\_\_\_ in funding to the Jasper Artist Guild in the 2020 operating budget.

### Adjournment

BE IT RESOLVED that, there being no further business, the regular meeting of Tuesday, April 14, 2020 be adjourned at \_\_\_\_\_.