

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

Date: January 8, 2019 | Time: 1:30 p.m.

Place: Jasper Library and Cultural Centre, Council Chambers



- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
2.1 Regular meeting agenda, January 8, 2019 attachment
- 3 APPROVAL OF MINUTES**
3.1 Regular meeting minutes, December 18, 2018 attachment
- 4 PRESENTATIONS**
4.1 Director of Operations John Greathead – Introductions
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
6.1 Environmental Stewardship attachment
- 7 BYLAWS**
7.1 Bylaw Summary attachment
7.2 Utility Rates Bylaw 2019 – third reading requested attachment
- 8 REQUESTS FOR DECISION**
8.1 Notice – Policy E-007: Local Authorities Pension Plan attachment
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
- 10 OTHER NEW BUSINESS**
- 11 COUNCILLOR REPORTS**
- 12 UPCOMING EVENTS**
Jan. 16: NETMA, Jasper Brewing Company, 5-7 pm
Jan. 22: Community Conversations, CFS board room, 9 am-3 pm
- 13 IN CAMERA**
13.1 Deliberative Matter: Strategic Planning Session – FOIP, S. 29
13.2 Personnel Matter – FOIP, S. 16
- 14 ADJOURNMENT**

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

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, December 18, 2018 | 1:30 p.m.
 Council Chambers, Jasper Library & Cultural Centre

Present	Mayor Richard Ireland, Deputy Mayor Paul Butler, Councillors Rico Damota, Jenna McGrath, Bert Journault and Helen Kelleher-Empey		
Absent	Councillor Scott Wilson		
Also present	Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Greg Van Tighem, Acting Chief Administrative Officer Yvonne McNabb, Director of Culture and Recreation Natasha Malenchak, Director of Finance and Administration Janet Cooper, Environmental Stewardship Coordinator Gord Hutton, Acting Director of Operations Fuchsia Dragon, the Fitzhugh		
Call to order	Mayor Ireland called the meeting to order at 1:30 pm.		
Approval of agenda #231/18	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that council approve the agenda for the regular meeting of Tuesday, December 18, 2018 as presented.		
	FOR 5 Councillors	AGAINST 0 Councillors	CARRIED
Approval of regular minutes #232/18	MOTION by Councillor Journault – BE IT RESOLVED that council approve the minutes of the December 4, 2018 regular council meeting as presented.		
	FOR 5 Councillors	AGAINST 0 Councillors	CARRIED
Operations report	The Acting Director of Operations provided council with recent highlights and updates from the department.		
Culture and Recreation report	The Director of Culture and Recreation provided council with recent highlights and updates from the department.		
Councillor Butler	Councillor Butler joined the meeting at 2:21 pm.		
Finance and Administration report	The Director of Finance and Administration provided council with recent highlights and updates from the department.		
Utility Rates Bylaw	Council received an information report pertaining to the Jasper Levy and Collection of Utility Fees Bylaw 2019.		

Bylaw summary	Council received a summary of bylaws currently in force and those in various stages of readings in the Municipality.		
Utility Rates Bylaw – 1 st reading #233/18	MOTION by Councillor McGrath – BE IT RESOLVED that Council read, for the first time, Bylaw #212– the Jasper Levy and Collection of Utility Fees Bylaw 2019, being a bylaw of the specialized Municipality of Jasper in the province of Alberta to provide levying and collection fees for the provision of water, sewer, solid waste, and recycling services in 2019.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Utility Rates Bylaw – 2 nd reading #234/18	MOTION by Councillor McGrath – BE IT RESOLVED that Council read, for the second time, Bylaw #212– the Jasper Levy and Collection of Utility Fees Bylaw 2019, being a bylaw of the specialized Municipality of Jasper in the province of Alberta to provide levying and collection fees for the provision of water, sewer, solid waste, and recycling services in 2019.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 2:56 pm to 3:05 pm.		
RFD – Level 2 charger and dark sky lighting #235/18	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve \$22,493 from the environmental stewardship reserve fund to supply, install and commission a Level 2 electric vehicle (EV) charger attached to a lamp post with a dark sky friendly light in the small parking lot behind the Jasper Municipal Library.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
RFD – Boards and Committees #236/18	MOTION by Councillor Journault – BE IT RESOLVED that Council appoint the following individuals to Council’s boards and committees:		
	Applicant:	Board or Committee:	Term:
	Steve Young	Culture & Recreation	Jan. 1, 2019-Dec.31, 2021
	Stephen Eldred	Library Board	Jan. 1, 2019-Dec.31, 2021
	Tiffany Toussaint	Library Board	Jan. 1, 2019-Dec.31, 2021
	Angela Lemire	Library Board	Jan. 1, 2019-Dec.31, 2021
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
RFD – Interim operating budget 2019 #237/18	MOTION by Councillor Damota – BE IT RESOLVED that Council approve the 2019 Interim Operating Budget as presented to allow for continued municipal service provision into 2019, until the final 2019 Operating Budget is approved.		

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

RFD – 2019-2023
capital budget
#238/18

MOTION by Deputy Mayor Butler – BE IT RESOLVED that Council approve the 2019 capital plan and the 2020-2023 capital plan estimates as presented in this report, with the exception of items as indicated in the attachment, which will require further approval by a separate council resolution.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

The list of approved items is as follows:

- Construction phase of ice plant and condenser move and rebuild
- Computer upgrades (Activity Centre)
- Recreation program and service review
- Turnout gear (Protective Services)
- Rescue vehicle – phase 1 (Protective Services)
- Commercial washer and dryer (Protective Services)
- Breathing air fill station replacement (Protective Services)
- BMS software consolidation (Operations)
- Fleet replacement program – tandem chassis w/ sanding hopper and dump box
- Fleet replacement program – turf and gutter vacuum unit
- Micro surfacing (Operations)
- Jim Vena Stage project (external funding)
- Valve replacement program (Utilities)
- Fleet replacement program – 3/4 tonne 4x4 pickup (Utilities)
- Fleet replacement program – 3/4 tonne 4x4 pickup (Utilities)
- Hydrant rebuilds - 20 units per year - ongoing annual BMP program (Utilities)
- Waste Water Treatment Plant annual capital requirement
- Sleepy Hollow Lift Station (Phase 2)
- Bio-solids disposal
- Garbage bin replacement program
- Management Software (Finance and Administration)
- Upgrade To Windows 10 (Finance and Administration)
- MDJES2 Server Upgrade (Finance and Administration)
- Improve Offsite Backup (Finance and Administration)
- JCHC housing

The list of items in the “parking lot”, which will require further approvals, is as follows:

- Fire spray down stairs (Activity Centre)
- Multipurpose Hall updates (Activity Centre)
- Multipurpose Hall moveable wall (Activity Centre)
- Arena kick plate
- Roof beams sealed and water shield (Fitness and Aquatic Centre)
- Main mechanical room boilers (Fitness and Aquatic Centre)
- Dressing room wall recoated (Fitness and Aquatic Centre)
- Wade pool resurfacing (Fitness and Aquatic Centre)

- Universal and accessible change rooms (Fitness and Aquatic Centre)
- Planter replacement (Centennial Park and Log Cabin)
- Engineering and architecture for 2020 construction plans
- Curling rink slab and brine lines
- Memorial bench replacements
- Train Engine relocation
- S-block parking
- Athabasca Park (Info Centre) potable water line re-routing
- Patricia/Willow intersection regrading
- Sustainability plan (with Parks Canada 75,000 contribution)
- Municipal housing repairs

Viability of Jasper Curling Club Council received a letter from Dean Caul, president of the Jasper Curling Club, which discussed the viability of the club.

Other new business Deputy Mayor Butler attended a Seniors' Bus Committee meeting, where participation from the Evergreens Foundation was discussed. Updates will be provided as necessary.

Councillor reports Deputy Mayor Butler attended, on behalf of Mayor Ireland, a meeting with the province's Minister of Advanced Education regarding Jasper's culinary school project. The meeting went well and Minister Schmidt agreed conversations about the project should continue.

Councillor Journault attended a brief Jasper Partnership Initiative meeting.

Mayor Ireland gave greetings at the Jasper-Filipino Christmas party.

Upcoming events Council received a list of upcoming events.

Adjournment #239/18 MOTION by Councillor Damota – BE IT RESOLVED that, there being no further business, the regular meeting of December 18, 2018 be adjourned at 4:28 pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Mayor

Chief Administrative Officer

Environmental Stewardship Report

November - December 2018

Streetlights

Attended a meeting on December 6 with Bill Friesen and Kent Miller from ATCO, David and Lara Mitchell of Lumican, Rogier Gruys from Parks Canada and Gordon Hutton to discuss the trial dark-sky LED streetlight lamps. Lumican has received funding from AITF (Alberta Innovates – Technology Futures) to retrofit the streetlights in a community with their trademark luminaires. The Province of Alberta will match the funding. Lumican is interested in a complete retrofit for the town and in featuring Jasper as a conversion case study. ATCO, in coordination with Lumican, will bring a proposal to Council for consideration.

Electric Vehicle Charger / Dark-sky Light

The request for decision to use funds from the environmental stewardship reserve fund to install a Level 2 electric vehicle charger on a lamp post behind the library was approved at the December 17 Council meeting. Parks Canada also approved reserve funds for this project. Installation dates are being confirmed.

Waste Management

The Five-year Regional Waste Management Plan commissioned by the West Yellowhead Regional Waste Management Authority (WYRWMA) was released to board members mid-December. The next board meeting is on January 9. The report includes specific recommendations for all communities, in addition to regional recommendations.

Plastic Bag Ban / Single-Use Item Reduction

A discussion paper on single-use plastic bags was presented to Council November 13. Consultation with stakeholders will begin this this month.

Activity Centre Recycling Depot

The cage which was used to collect beverage containers for recycling at the Activity Centre has been removed and replaced with new bins. A portion of the deposit refunds from beverage containers collected at both of Jasper recycling depots contribute to the Community Beverage Container Recycling Donation Program.

Community Beverage Container Recycling Donation Program

At the end of 2018, \$3650 was available for allocation to the participating non-profit groups. This amount represents 50% of the deposit refunds from the beverage containers collected over the last six months of the year. The following groups each received \$730: Jasper Lion's Club, Société des parents pour l'éducation francophone, Jasper Freeride Ski Team, Jasper Local Food Society and the Friends of Jasper Culture and Recreation Society. In 2018, \$6278 was paid out to eleven local organizations. In 2017, \$7000 was paid out. Discussions are underway to renew the contract for the service provider who collects and sorts the containers.

Compost Decals

New decals with graphics have been developed and ordered and will be placed on the bins in the spring.

CN EcoConnexions

Tree Canada representative Sheila Flint came for the last site visit on November 1 to see the new trees that were planted with the CN EcoConnexions funding. The \$25,000 grant plus \$1,600 for Canada 150 Legacy Program (for the three ceremonial trees by the Log Cabin) has been received.

Public Learning Opportunities

In partnership with the Jasper Municipal Library and Jasper Local Food Society the documentary 'Modified' was screened at the Jasper Legion on November 22. In addition, two workshops were held in November on fermentation – yogurt, fizzy drinks, sauerkraut and sourdough bread.

Municipality of Jasper Bylaw Summary

Updated: 1/4/2019

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Certification by Parks	
					First Reading	Second Reading	Third Reading & Approval	Date Forwarded	Date Certified
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	16-May-18	17-May-18
208	Jasper Municipal Storage Lot Bylaw 2018		136		3-April-18	5-Jun-18	19-Jun-18	6-Jun-18	7-Jun-18
207	Supplementary Tax Bylaw 2018		200		16-Jan-18	16-Jan-18	6-Feb-18	17-Jan-18	17-Jan-18
206	Supplementary Assessment of Improvements 2018		199		16-Jan-18	16-Jan-18	6-Feb-18	17-Jan-18	17-Jan-18
205	Jasper Levy and Collection of Utility Fees		197	212	5-Dec-17	19-Dec-17	2-Jan-18	20-Dec-17	20-Dec-17
204	Jasper Rotation of Ballots 2017		169		4-Jul-17	4-Jul-17	18-Jul-17	5-Jul-17	6-Jul-17
203	Tax Rates 2017		202		4-Jul-17	4-Jul-17	18-Jul-17	5-Jul-17	6-Jul-17
202	Tax Rates 2017		194	203	16-May-17	16-May-17	30-May-17	16-May-17	19-May-17
201	Inter-Municipal Assessment Review Board		139		2-May-17	2-May-17	16-May-17	9-May-17	11-May-17
200	Imposition of Suppl. Tax		185	207	7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
199	Suppl. Assess. of Improv.		184	206	7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
198	ATCO 10 year agreement		77		20-Dec-16	21-Feb-17	7-Mar-17	27-Feb-17	28-Feb-17
197	Utilities Fees 2017		183	205	6-Dec-16	6-Dec-16	20-Dec-16	7-Dec-16	12-Dec-16
196	Parking Authority 2017		186		6-Dec-16	6-Dec-16	20-Dec-16	7-Dec-16	12-Dec-16
195	Traffic Safety Bylaw		104		2-Aug-16	2-Aug-16	16-Aug-16	3-Aug-16	8-Aug-16
194	Tax Rates 2016		188	202	17-May-16	24-May-16	7-Jun-16	25-May-16	25-May-16



**Certification of Municipality of Jasper
Bylaw #212
JASPER LEVY AND COLLECTION OF UTILITY FEES BYLAW 2018**

I, David Argument, Acting 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 # 212, which received first reading on the 18th day of December, 2018 and second reading on the 18th day of December, 2018 by the Council of the Municipality hereby certify with respect to Bylaw #212 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 19th day of December, 2018.

David Argument
Acting Field Unit Superintendent of
Jasper National Park of Canada

Bylaw #205 “Jasper Levy and Collection of Utility Fees Bylaw 2018” is rescinded.



Municipality of Jasper

Bylaw #212

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 2019.

WHEREAS the Municipal Government Act (RSA 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 "Jasper Levy and Collection of Utility Fees Bylaw 2019".
- 1.2 This bylaw rescinds Bylaw #205 "Jasper Levy and Collection of Utility Fees Bylaw 2018".

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;
- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto; and
- 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 **\$1.37**.
- 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 **\$2.05**. 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 **\$8.21** for each cubic meter of grey water deposited in the sewer system, and
 - 6.1.2 **\$13.00** 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 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 **\$60.00** 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 Water and sewer 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 water or sewer 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:
- 11.6.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
- 11.6.2 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 The penalty for late payment of service accounts shall be 2% per month (26.82% per annum) beginning on the 31st day after the rendering of the account.

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.

Municipality of Jasper Bylaw #212
Jasper Levy and Collection of Utility Fees Bylaw 2019

READ a first time this 18th day of December 2018.

READ a second time this 18th day of December 2018.

READ a third and final reading this day of January 2019.

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	\$ 334.99
Residential lot inside the Municipality on which development comprises a duplex, per unit, per year	\$ 267.96
Multi-dwelling district lot or parcel on which development comprises one or more apartment building, per apartment unit, per year	\$ 151.00
Multi-dwelling district lot or parcel on which development comprises multi-unit development, per multi-unit dwelling, per year	\$ 259.00
 <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	\$ 1,780.06
(b) for any additional pick-up of self-dumping solid waste containers, per cubic yard	\$ 20.30/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	\$ 126.00/hr
Commercial off-schedule surcharge per pick up	100% of fee calculated in (b) above
Storage and services lot (S-Block), per year	\$ 261.80
Community non-profit rate	\$ 334.99

SCHEDULE 2

<u>Water Service Deposit</u>	<u>Charge</u>
Water service deposit pursuant to section 11.6	\$ 240.00
<u>Recycling Fee</u>	
Annual recycling fee pursuant to section 10.1	\$ 130.84
<u>Wastewater Treatment Plan Call-out Fees pursuant to section 6.3</u>	
For the first three (3) hours or any portion thereof	\$ 228.00
For every full hour or portion thereof of a call-out exceeding three (3) hours	\$ 76.10
Service Fee pursuant to sections 6.2, 7.2 and 11.5	\$ 63.40



REQUEST FOR DECISION

Subject: Policy E-007: Local Authorities Pension Plan

Prepared by: Martha Fleming, Human Resources Manager

Reviewed by: Christine Nadon, Legislative Services Manager

Date – Notice: January 8, 2019

Date – Discussion: January 15, 2018

Date – Decision: Tentatively, January 22, 2019

Recommendation:

- That Council review the proposed policy update, and provide direction to Administration on the preferred approach and content to include in the policy statement and administrative procedures.
- That Council approve an updated Policy E-007: Local Authorities Pension Plan at the January 22, 2019 regular meeting.

Options:

- Discuss with Administration what should be included in the policy statement and what should be included in the administrative procedures to strike a balance that's acceptable to Council;
- Select the "draft 1" option, which includes basic (mandatory) updates to policy E-007;
- Select the "draft 2" option, which includes new additions to policy E-007;
- Request additional information on this policy update; or
- Defer the decision date.

Background:

The 2018-2020 Collective Agreement between CUPE Local 1458 and the Municipality of Jasper requires that, starting in 2019, all eligible municipal employees be included in the Local Authorities Pension Plan (LAPP). Municipal policy E-007: Local Authorities Pension Plan must be updated to reflect that change.

Local Authorities Pension Plan eligibility is restricted to employees in defined classes (as per LAPP guidelines). Following the official signing of the new collective agreement, Alberta Pensions agreed to remove the Municipality of Jasper's grandfathered participating classes and open LAPP participation to all eligible employees. Eligibility rules (currently outlined in the administrative procedures) are set out by Alberta Pensions.

Council approved the memorandum of agreement signed by the members of CUPE Local 1458 and the Municipality of Jasper negotiating committees on August 21, 2018 for 2018-2020.

Relevant Legislation:

- Policy E-007: Local Authorities Pension Plan and Administrative Procedures
- Collective Agreement between the Municipality of Jasper and CUPE Local 1458

Strategic Relevance:

- Fiscal Health – Negotiate a new collective agreement
- Governance – Update bylaws, policies and procedures systematically

Financial:

- Financial implications of including all eligible staff in the Local Authorities Pension Plan was calculated as part of the collective agreement negotiations and reflected in the proposed 2019 Operating Budget.

Attachments:

- DRAFT 1 – Policy E-007: Local Authorities Pension Plan and Administrative Procedures
- DRAFT 2 – Policy E-007: Local Authorities Pension Plan and Administrative Procedures

Policy Title: LOCAL AUTHORITIES PENSION PLAN

Policy # E-007

Effective Date:

Date adopted by Council:



POLICY

The Municipality of Jasper shall partner with the Local Authorities Pension Plan (L.A.P.P. LAPP) to provide a pension plan to all eligible employees in Approved Classes.

Draft 1

Policy Title: LOCAL AUTHORITIES PENSION PLAN

Policy # E-007



ADMINISTRATIVE PROCEDURES

Effective Date:

Date adopted by Chief Administration Officer:

SCOPE

This policy shall apply to all Municipal employees.

RESPONSIBILITY

Administration of this policy shall be the responsibility of the Director of Finance and Administration.

DEFINITIONS

"L.A.P.P." "LAPP" means the Local Authorities Pension Plan.

"Approved classes" are deemed to be the following: Administrative, Maintenance, and Accounting/Clerical employees.

"Full-time continuous employee" is deemed to be one who works a minimum of thirty (30) hours 37.50 or 40 hours per week, and is hired on a continuous basis and whose employment has no pre-determined end date other than normal retirement.

"Part-time continuous employee" is deemed to be one who works a minimum of fourteen (14) hours per week, and is hired on a continuous basis whose employment has no pre-determined end date other than normal retirement.

"Term employee" is an employee whose employment has a pre-determined end date other than normal retirement.

CONTRIBUTION

The Municipality shall contribute the L.A.P.P LAPP on behalf of eligible employees as per the contribution rates established annually by the Local Authorities Pension Plan.

ELIGIBILITY

Full-time continuous employees of an approved class must join the L.A.P.P. LAPP. Such employees have up to one year from the beginning of their employment to enroll, but may not enroll prior to the conclusion of their employment probation period.

Part-time continuous employees of an approved class may join the L.A.P.P. LAPP subject to meeting L.A.P.P. requirements. Such employees have up to one year from the beginning of their employment to enroll, but may not enroll prior to the conclusion of their employment probation period.

A term employee of an approved class cannot join the L.A.P.P. LAPP.

Policy Title: LOCAL AUTHORITIES PENSION PLAN

Policy # E-007

Effective Date:

Date adopted by Council:



POLICY

Council acknowledges the value and service of municipal employees and recognizes the importance of retirement planning for the future.

The Municipality of Jasper shall partner with the Local Authorities Pension Plan (LAPP) to provide a pension plan to all eligible employees in Approved Classes.

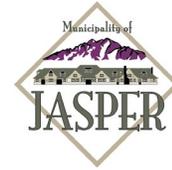
SCOPE

This policy shall apply to all Municipal Employees.

Draft 2

Policy Title: LOCAL AUTHORITIES PENSION PLAN

Policy #: E-007



ADMINISTRATIVE PROCEDURES

Effective Date:

Date adopted by Chief Administration Officer:

RESPONSIBILITY

Administration of this policy shall be the responsibility of the **Manager of Human Resources and the Director of Finance & Administration.**

DEFINITIONS

"LAPP" means the Local Authorities Pension Plan.

"Approved classes" are deemed to be the following: Administrative, Maintenance, and Accounting/Clerical employees.

"Full-time continuous employee" is deemed to be one who works **a minimum of thirty (30) hours 37.50 or 40 hours per week**, and is hired on a continuous basis and whose employment has no pre-determined end date other than normal retirement.

"Part-time continuous employee" is deemed to be one who works a minimum of fourteen (14) hours per week, and is hired on a continuous basis whose employment has no pre-determined end date other than normal retirement.

"Term employee" is an employee whose employment has a pre-determined end date other than normal retirement.

ELIGIBILITY

Mandatory Participation

- Full Time Continuous Employees must join the LAPP.
- Part Time Continuous Employees working thirty (30) or more hours a week must join the LAPP.
- Employees whose participation is mandatory have up to one year from the beginning of their employment to enroll, but may not enroll prior to the conclusion of their employment probation period.

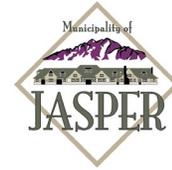
Optional Participation

- Part Time Continuous Employees who work a minimum of fourteen (14) but fewer than thirty (30) hours per week may join the LAPP.
- Employees whose participation is optional have up to one year from the beginning of their employment to enroll, but may not enroll prior to the conclusion of their employment probation period. Employees who choose not to enroll cannot change their participation after the maximum one year period.

A term employee of an approved class cannot join the L.A.P.P

Policy Title: LOCAL AUTHORITIES PENSION PLAN

Policy #: E-007



ADMINISTRATIVE PROCEDURES

Effective Date:

Date adopted by Chief Administration Officer:

CONTRIBUTION

The Municipality shall contribute to the **L.A.P.P- LAPP** on behalf of eligible employees as per the contribution rates established annually by the Local Authorities Pension Plan.

PENSIONABLE SERVICE

- A normal working year is not longer than a calendar year.
- The full time equivalent base is 1950 or 2080 hours per annum for 1.0000 year of service.
- The part time equivalent base is pro rated: ie: 30 hours/week is 1560 hours per annum for .8000 year of service.

SALARY

Pensionable earnings are:

- ✓ Regular earnings
- ✓ Vacation earnings
- ✓ General Holiday pay earnings

Pensionable earnings do not include:

- × Shift differentials
- × Overtime or banked overtime paid
- × Vacation paid out as a lump sum
- × Additional hours worked paid out as a lump sum

LEAVE WITHOUT SALARY

- Members may continue paying contributions while on Leave Without Salary (contributory) or defer payments until the leave ends (non-contributory).

Municipality of Jasper

List of recommendations
Regular meeting, Tuesday, January 8, 2019



1. Additions to agenda

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

2. Approval of agenda

BE IT RESOLVED that Council approve the agenda for the regular meeting of Tuesday, January 8, 2019 as presented.

3. Approval of minutes

BE IT RESOLVED that Council approve the minutes for the December 18, 2018 regular Council meeting as presented.

4. Jasper Levy and Collection of Utility Fees Bylaw 2019 – third reading

BE IT RESOLVED that Council read, for the third and final time, Bylaw #212– the Jasper Levy and Collection of Utility Fees Bylaw 2019, being a bylaw of the specialized Municipality of Jasper in the province of Alberta to provide levying and collection fees for the provision of water, sewer, solid waste, and recycling services in 2019.

5. Adjournment

BE IT RESOLVED that, there being no further business, the regular meeting of January 8, 2019 be adjourned at _____.