

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

Date: July 18, 2017 | 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, July 18, 2017 attachment
- 3 APPROVAL OF MINUTES**
 - 3.1 Regular Meeting Minutes, July 4, 2017 attachment
- 4 PRESENTATIONS**
 - 4.1 Natural Gas Market Update – Energy Associates International attachment
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
 - 6.1 Human Resources attachment
 - 6.2 Environmental Stewardship attachment
 - 6.3 Finance and Administration attachment
- 7 BYLAWS**
 - 7.1 Bylaw Summary attachment
 - 7.2 Bylaw #203 – Tax Rate Bylaw 2017 – 3rd reading requested attachment
 - 7.3 Bylaw #204 – Rotation of Ballots – 2017 Municipal Election – 3rd reading requested attachment
- 8 REQUESTS FOR DECISION**
 - 8.1 RFD – OUT Jasper funding a Rainbow Crosswalk in Jasper attachment
 - 8.2 RFD – 2017 Municipal election attachment
 - 8.3 RFD – 2017 Council meeting calendar – waiver of notice requested attachment
 - 8.4 Notice – Natural Gas Purchase attachment
 - 8.5 Notice – Community and Economic Development Funds Applications attachment
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
- 10 OTHER NEW BUSINESS**
- 11 COUNCILLOR REPORTS**
- 12 INFORMATION ITEMS - Upcoming Events:**
 - July 27: Canada 150 Event – Global Odyssey – pilot meet and greet, Jasper-Hinton airport, 3:30 p.m.**
 - July 27: JPCC's Canada Day volunteer appreciation event, Downstream, 6 p.m.**
 - August 11: Edson's BBQ for 2013-2017 councillors, Folding Mountain Brewery - Hinton, 12 p.m.**

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13 IN CAMERA

13.1 Deliberative matter (FOIP)

13.2 Personnel matter (FOIP)

14 ADJOURNMENT

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, July 4, 2017 | 1:30 p.m.
 Council Chambers, Jasper Library & Cultural Centre

Present	Deputy Mayor Rico Damota and Councillors Brian Nesbitt, Dwain Wacko and Gilbert Wall						
Absent	Mayor Richard Ireland and Helen Kelleher-Empey						
Also Present	Mark Fercho, Chief Administrative Officer Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Natasha Malenchak, Director of Finance and Administration Yvonne McNabb, Director of Culture and Recreation Paul Clarke, the Fitzhugh						
Call to Order	Deputy Mayor Damota called the meeting to order at 1:33 p.m.						
Add. to Agenda #112/17	MOTION by Councillor Nesbitt – BE IT RESOLVED THAT Council add the following item to the July 4 agenda: - 12.5 Deliberative Matter (FOIP) <table border="0" style="margin-left: 40px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
4 Councillors	0 Councillors	CARRIED					
Approval of Agenda #113/17	MOTION by Councillor Wacko – BE IT RESOLVED THAT Council approve the agenda for the regular meeting of Tuesday, July 4, 2017 as amended. <table border="0" style="margin-left: 40px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
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4 Councillors	0 Councillors	CARRIED					
Approval of Minutes #114/17	MOTION by Councillor Nesbitt – BE IT RESOLVED THAT Council approve the minutes of the June 13, 2017 regular Council meeting as presented. <table border="0" style="margin-left: 40px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
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Presentations	None						
Business arising	Councillor Nesbitt inquired about the Transportation Master Plan. The matter will return at the upcoming Committee of the Whole meeting on July 11, 2017.						
Dept. reports:	None						
Bylaw Summary	Council received a summary of bylaws currently in force in the Municipality, and those in their various stages of readings.						
Bylaw #203 – Tax Rate Bylaw 2017 – 1 st reading	MOTION by Councillor Wall – BE IT RESOLVED THAT Council read, for the first time, Bylaw #203, being a bylaw of the Municipality of Jasper in the province of						

#115/17	Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2017 taxation year.	FOR	AGAINST	CARRIED
		4 Councillors	0 Councillors	
Bylaw #203 – Tax Rate Bylaw 2017 – 2 nd reading #116/17	MOTION by Councillor Wall – BE IT RESOLVED THAT Council read, for the second time, Bylaw #203, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2017 taxation year.	FOR	AGAINST	CARRIED
		4 Councillors	0 Councillors	
Bylaw #204 – Ballots 2017– 1 st reading #117/17	MOTION by Councillor Wacko – BE IT RESOLVED THAT Council read, for the first time, Bylaw #204, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2017 municipal election.	FOR	AGAINST	CARRIED
		4 Councillors	0 Councillors	
Bylaw #204 – Ballots 2017– 2 nd reading #118/17	MOTION by Councillor Wacko – BE IT RESOLVED THAT Council read, for the second time, Bylaw #204, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2017 municipal election.	FOR	AGAINST	CARRIED
		4 Councillors	0 Councillors	
RFD: Notice – 2017 Municipal Election	Council gave notice that a request for decision recommending several voting processes for the 2017 municipal election, including the special ballot process, the advance vote and the institutional vote, will return to Council for decision at the next regular meeting on July 18.			
Notice – Centennial Field capital budget	Council gave notice that a request for decision recommending that Council support or deny additional capital budget requests for underground power to possible future stage locations at Centennial will return for decision at the next regular Council meeting on July 18 and return for discussion at the upcoming Committee of the Whole meeting on July 11.			
Notice – JCHC Parcel GB release	Council gave notice that a request for decision recommending that Council request Parks Canada to complete a land release process for Parcel GB will return to a future meeting. The matter will also be discussed at the upcoming Committee of the Whole meeting on July 11.			
Notice – OUT Jasper Rainbow Crosswalk	Council gave notice that a request for decision recommending that Council support the installation of a rainbow coloured crosswalk in Jasper funded by OUT Jasper will return for decision at the next regular Council meeting on July 18 and return for discussion at the upcoming Committee of the Whole meeting on July 11.			

Correspondence	Council received an invitation from the Newmarket Chamber of Commerce to greet three pilots at the Jasper-Hinton airport on July 27. The pilots are attempting to circumnavigate the globe in light of Canada 150 celebrations.						
Other new bus.	Council requested that discussions on bid processes for project costing and on in-house vs. consultants for municipal projects be put on the agenda of the upcoming Committee of the Whole meeting on July 11.						
Councillor Reports	<p>Councillor Wacko attended a CAT meeting and the 2017 Athabasca River Brigade ceremony.</p> <p>Councillor Wall attended the Community Futures annual general meeting, where he was re-elected as the board's Chair. He also attended a Waste Management Authority meeting.</p> <p>Councillor Nesbitt attended a JCT meeting and a Culture and Recreation Board meeting on behalf of Councillor Wacko.</p> <p>Deputy Mayor Damota invited Council to attend the Communities in Bloom judges' welcome reception and wine and cheese reception at Robson House on July 12.</p>						
Upcoming Events	Council received a list of upcoming events.						
In camera #119/17	<p>MOTION by Councillor Nesbitt – BE IT RESOLVED THAT Council move in camera to discuss a deliberative matter at 2:35 p.m.</p> <table border="0" style="margin-left: 100px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
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Revert to public meeting #120/17	<p>MOTION by Councillor Wall – BE IT RESOLVED THAT Council revert to open meeting at 3:15 p.m.</p> <table border="0" style="margin-left: 100px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
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Adjournment #121/17	<p>MOTION by Councillor Wall – BE IT RESOLVED THAT, there being no further business, the regular meeting of July 4, 2017 be adjourned at 3:16 p.m.</p> <table border="0" style="margin-left: 100px;"> <tr> <td style="text-align: center;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: center;">4 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		4 Councillors	0 Councillors	CARRIED
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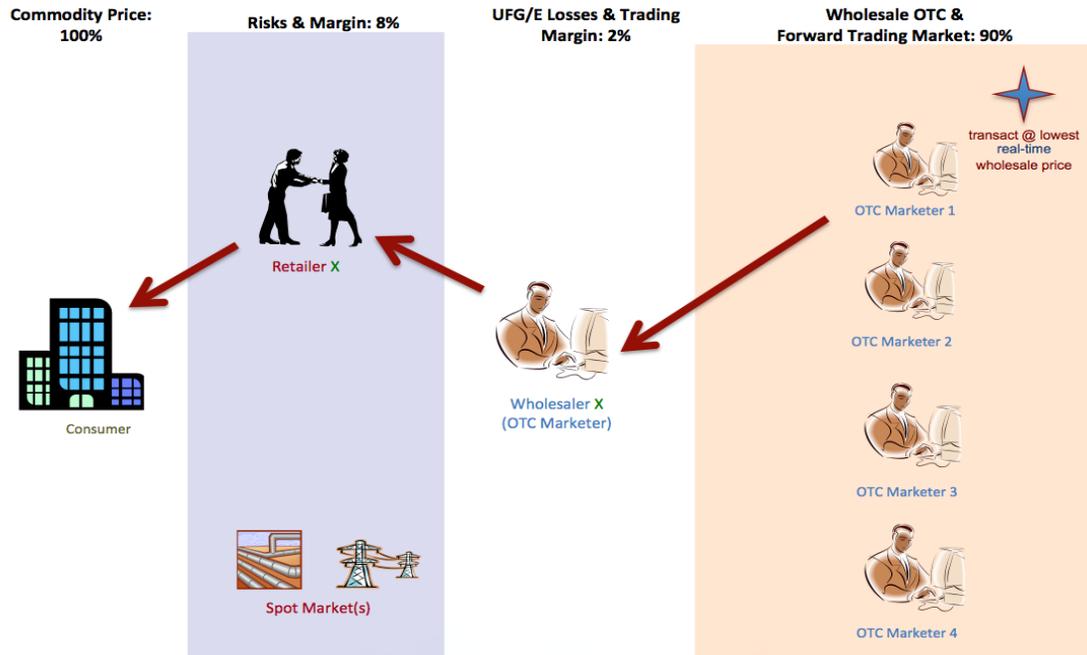
Mayor

Chief Administrative Officer

MD of Jasper – Natural gas supply cost strategy 20187-20120

Since 2013, The MD of Jasper has proactively managed its physical energy supply requirements based on the wholesale forward electricity and natural gas markets. The approach to managing energy supply is similar to what large energy producers and wholesale energy marketers use to maximize the profitability of their supply position; the MD gains the same competitive advantage with procurement and pricing insights into the wholesale markets to exactly know **what**, **when** and **how** to buy energy as a physical wholesale commodity without the transactional and delivery risks associated with energy trading.

The diagram below outlines the price breakdown in the commodity energy supply chain:



As outlined in the above diagram, the largest component of any energy supply contract price (90%) is determined by the energy trading activities and trends controlled by energy producers and wholesale marketers in the wholesale forward and over-the-counter (FOTC) energy markets. The FOTC market trades operate on a real-time basis and are influenced by supply/demand fundamentals and other economic factors (foreign exchange, capital markets etc.). To take advantage of identified favorable forward wholesale prices, the MD with the assistance of our wholesale market consultants conduct a real-time competitive firm bid-round with prequalified suppliers with (wholesale trading desks) to price transact within a 15-minute window.

Other pricing factors impacting the contract price such as load shaping and credit risk premiums are also evaluated to meet the MD's unique portfolio requirements. Energy contracts and products related to firm delivery are negotiated with suppliers in advance of any competitive firm price bid-round.

The wholesale forward energy markets trade up to 60-months into the future; by actively monitoring wholesale prices, the MD is able to select delivery terms whenever a favorable pricing opportunity becomes available rather than to be exposed to the speculative retail markets.

Based on recent North American natural gas storage reports, 2017 storage levels are trending lower than 2016 storage levels, which has been the main driver for higher spot natural gas prices in 2017 (compared to 2016). Due to the growing competition from shale gas in Eastern US for market share in Eastern Canada, we are now seeing low wholesale forward prices trading at the AECO-hub and a return to a backward-dated curve profile in the near-term as follows:

Wholesale Forward & OTC Natural Gas Market Figures – June 30, 2017

	Flat Mid-Market Price (\$/GJ)	YTD High	YTD Low
CAL 18	\$2.43	\$2.85	\$2.33
CAL 19	\$2.31	\$2.57	\$2.24
CAL 20	\$2.34	\$2.56	\$2.23
CAL 21	\$2.40	\$2.58	\$2.28
CAL 22	\$2.46	\$2.60	\$2.23

* The above price terms are for unshaped natural gas; shaping cost will vary based on monthly profile for natural gas. In addition, the final price to the MD of Jasper will be based on wholesale market conditions on the specific transaction date by leveraging the bid-ask spread between wholesale marketers and producers.

The MD of Jasper last partial hedge (50%) natural gas contract at \$3.80/GJ expired in December 31, 2016; at the advice of our energy consultants, the MD of Jasper took advantage of record storage levels and switched to a monthly flow-through or index product resulting in a 2017 YTD spot price at \$2.61/GJ. Now, our energy consultants recommend taking advantage of current wholesale market prices and securing a fixed price partial hedge at 50% of the MD's annual normalized consumption (14,500 GJ) for a 2 -3 years contract term, starting January 1, 2018. The partial hedge pricing strategy, in combination with a minimum 50% exposure to low spot market prices (due to record storage levels and increased competition for Western Canadian natural gas with US resources) will position the MD of Jasper to offset the carbon tax impact of \$1.52/GJ in 2018 thru 2020 and maintain budget cost stability for the next 2-3 years. Average indicative load shaped prices to the MD (without factoring bid/ask transactional savings from real-time price bidding) are at approximately \$2.57/GJ; this is a rare opportunity for clients in Alberta to take advantage of the shift in the wholesale forward trading markets to secure long term contracts at a price lower than current spot prices.

The MD of Jasper has prequalified several suppliers after releasing a natural gas RFP on Alberta Purchasing Connection in the winter of 2016. The Administration request Council's approval to proceed with a firm bid transaction to secure real-time competitive natural gas prices for 2018-2020 as a future cost management strategy.

Government of Alberta

Loblaws

Calgary Stampede

Bow Valley College

WinSport Canada

Calgary Board of Education

Town of Beaumont

Calgary Flames

City of Lethbridge

Kal Tire

Town of Okotoks

Hines Canada

Town of Banff

YMCA

West Edmonton Mall

Marmot / Sunshine / Lake Louise
Ski Resorts

Mullen Group

Pure Canadian Gaming

**Natural Gas Market Update & Strategic Recommendations
For the MD of Jasper
July 18th 2017**

Agenda:

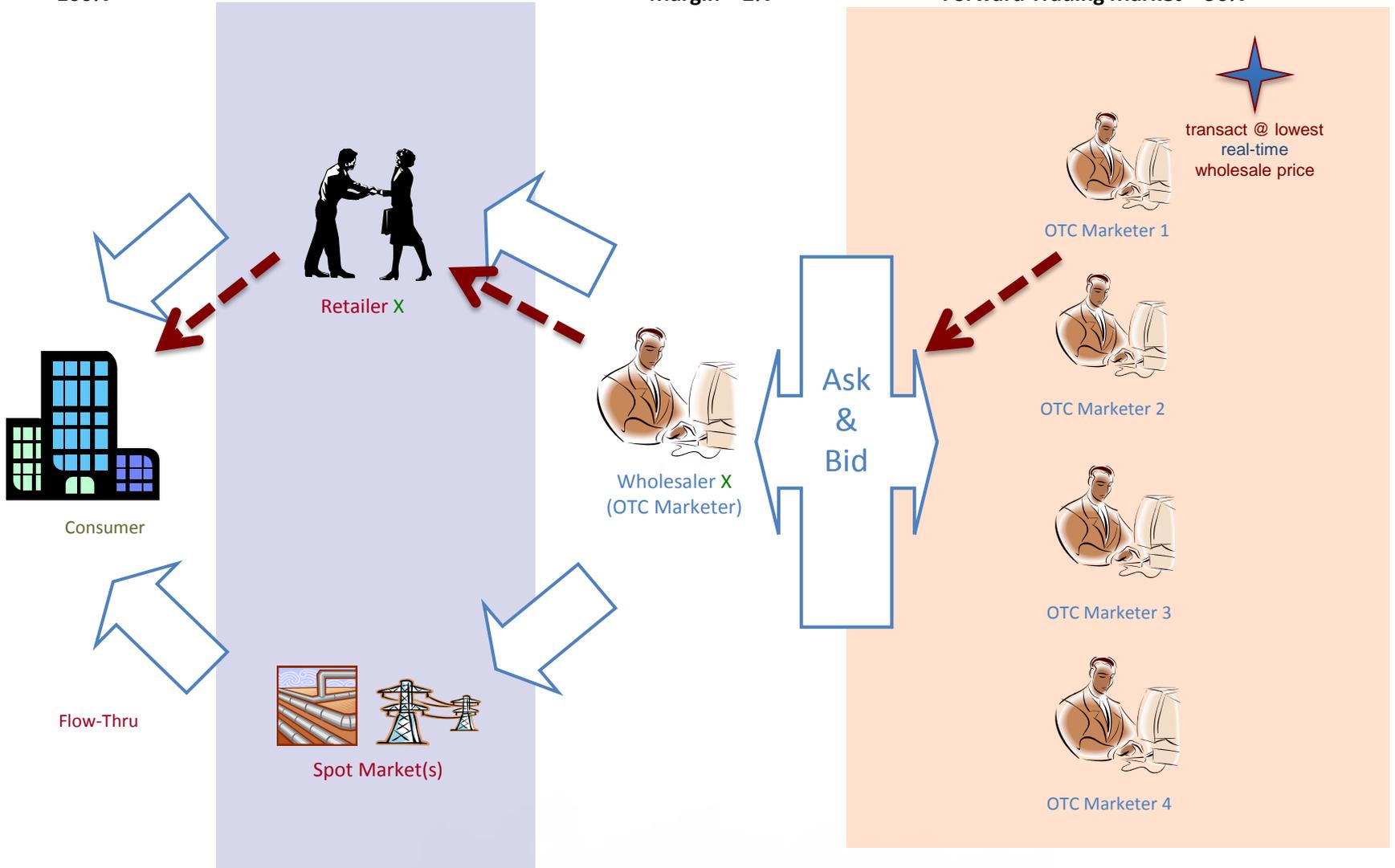
1. EAI & Portfolio Management for MD of Jasper – Wholesale vs Retail
2. Energy Portfolio Status Overview
3. Wholesale Natural Gas Market & Storage Update
4. Wholesale Electricity Market Update
5. Recommendations & MDA

Commodity Price =
100%

Shaping/Credit Risks
(7%) & Margin (1%) = 8%

UFG/E Losses & Trading
Margin = 2%

Wholesale OTC &
Forward Trading Market = 90%



MD of Jasper – Energy Portfolio Status

Electricity:

Supplier	Term	Start date	End date	Annual Volume (MWhs)	Price/MWh	Thresholds
ENMAX	4 years	01-Jan-14	31-Dec-17	4,063	\$47.25 (includes 5% Green Energy)	10%
ENMAX	3 years	01-Jan-18	31-Dec-20	4,063	\$47.85	20%

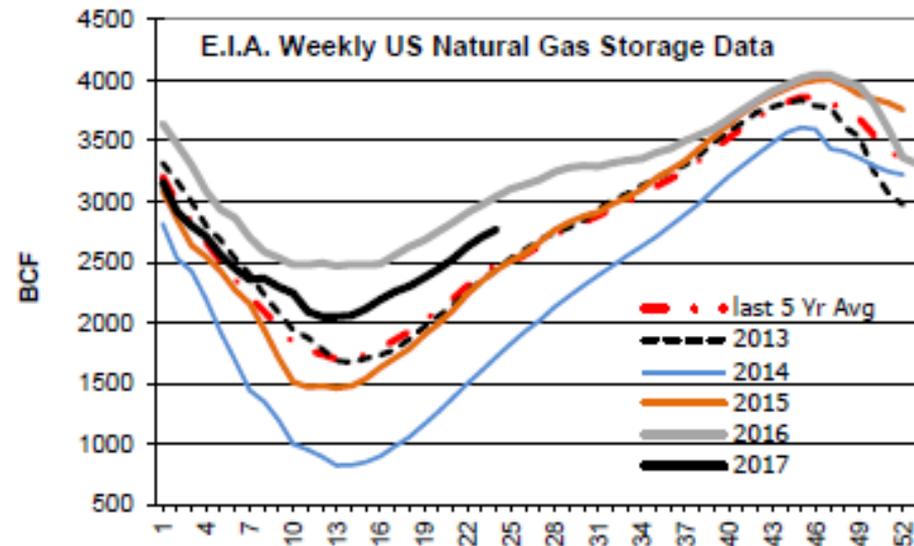
Natural Gas:

Supplier	Term	Start date	End date	Annual Volume (GJs)	Price/GJ	Hedge %
Access Gas	3 years	01-Jan-14	31-Dec-16	14,068	\$3.80	50%
Access Gas	1 year	01-Jan-17	31-Dec-17	14,068	Index YTD \$2.61/GJ	0%

- Carbon Tax Levy:
 - \$1.011/GJ in 2017
 - \$1.517/GJ in 2018+

Wholesale Forward Natural Gas Market @ June 29, 2017

	*Flat Mid-Market Price (\$/GJ)	YTD High	YTD Low
CAL 18	\$2.43	\$2.85	\$2.33
CAL 19	\$2.31	\$2.57	\$2.24
CAL 20	\$2.34	\$2.56	\$2.23
CAL 21	\$2.40	\$2.58	\$2.28
CAL 22	\$2.46	\$2.60	\$2.23



Market Analysis:

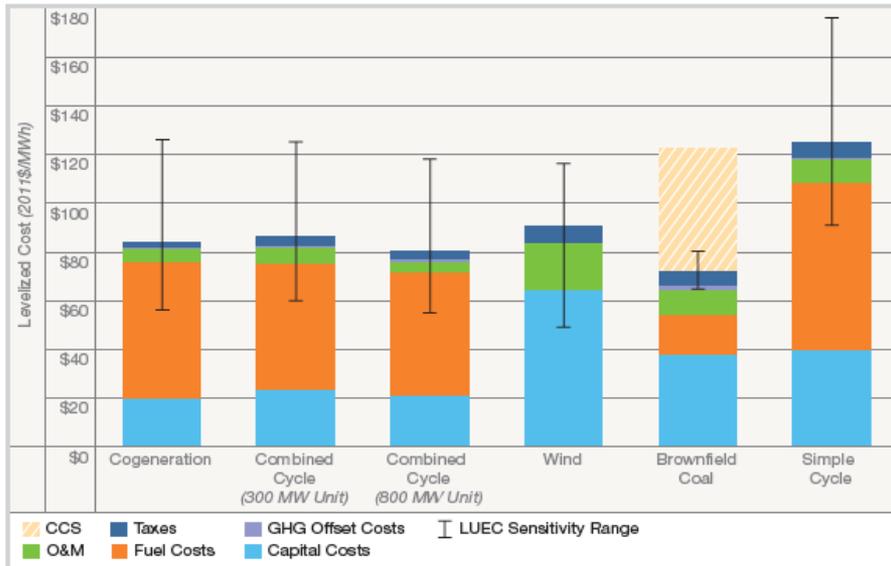
- 2017 storage trends modestly above 5-year average; significantly below 2016 levels
- Average AECO index cost: 2015 @ \$2.62/GJ; 2016 @ \$2.06/GJ; 2017 YTD average @ \$2.60/GJ
- US shale-gas competition will force AB & BC producers to discount term trading prices
- *Prices subject to change based on forward wholesale OTC energy trading markets

Wholesale Forward Electricity Market @ June 29, 2017

Term	*Flat Mid-Market Price (\$/MWh)	YTD High	YTD Low
CAL 21	\$46.00	\$57.00	\$44.75
CAL 22	\$49.75	\$60.25	\$49.50

Risk factors for 2018 & beyond:

- Carbon tax increases to \$40-50/tonne of CO₂e
- Generation will be shifting from coal to combined cycle natural gas from 2017-2032; industry analysts show pool prices range from \$55-70/MWh
- 500 MW Renewables RFP in 2017 for 2019 & beyond delivery; subsidy with carbon tax revenues
- Capacity markets – auctions in 2019; delivery in 2021
- *Prices subject to change based on forward wholesale OTC energy trading markets



Source: AESO

Forward Natural Gas Supply - Recommendations

- Secure a 2-3 year fixed price (50% partial hedge) for natural gas, starting Nov 1, 2017 at a target price of \$2.57/GJ.
- Partial unit cost management will help with budget stability for 2018 and beyond.
- Opportunity to secure forward fixed price hedge at price below YTD spot prices.
- Cost reduction and management strategy to help offset Carbon Levy increase in 2018, which rises to **\$1.52/GJ**.

Next steps:

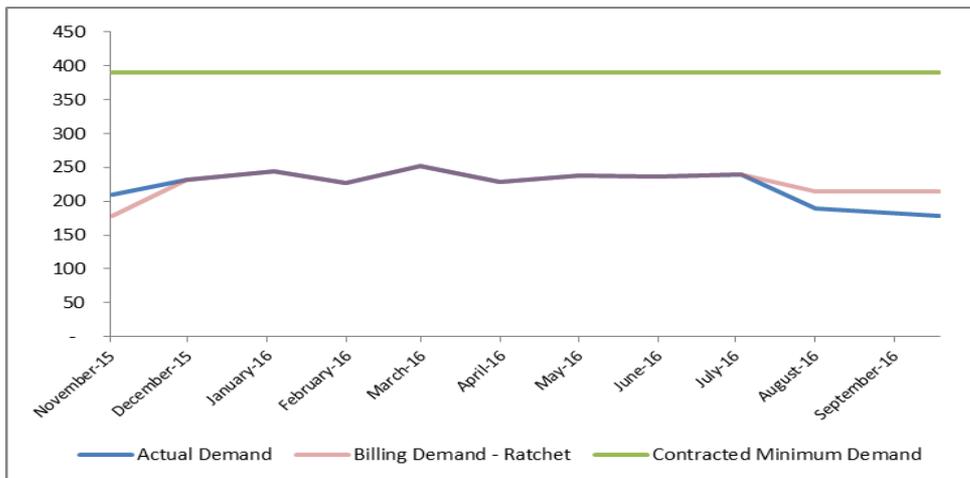
- EAI will actively monitor the forward wholesale OTC natural gas markets and advise of an opportunity to schedule a live bid transaction with all pre-qualified suppliers.
- Target date for live bid transaction by August 2017 in order to take advantage of backward-dated market and YTD low forward wholesale prices.

Utility Consulting Services – New Facilities

Electricity Delivery Charges – Minimum Demand Agreement (MDA)

- Billing Demand makes up to 90% of delivery costs (T&D)
- Billing Demand is the **greater** of:
 - ① Actual peak Demand for the month (kW or kVA)
 - ② 85% - 90%* of highest peak Demand for prior 12 months (Ratchet Demand)
 - ③ Contract Minimum Demand - per MDA
- If Contract Minimum Demand is oversized, customer pays excessive Delivery costs. i.e. larger-than-necessary “pipe” size.
- Typical MDA range from 8-15 years (depending on utility and size of investment)

Town of Okotoks – Crescent Point Field House



- Crescent Point Field House executed a 8-year MDA of **390 kW** with Fortis during design phase.
- Facility’s **actual** highest Peak Demand ended up **251 kW**; Billing Demand under standard ratchet rules @ **220 kW**.
- Excess capacity of 140 kW - 170 kW, with associated cost of almost \$14,000/year.
- Negotiated buyout to reduce MDA to 220 kW; buyout cost was \$9,242
- Annual cost savings from reduction in MDA was \$13,700 in first year; ROI was 9 months.
- Fortis MDA’s do not expire – Field House avoided potential future costs of \$100K+.



Human Resources Manager's Report July 2017 For the reporting period May - June 2017

Recruitment & Hiring Activities

There have been 36 job postings to date in 2017; 12 since last reporting period.

Summary

Childcare Services

#17.015/026B Childcare Teacher Out of School Care/Wildflowers – Full Time: Katerina Burinkova appointed

Out of School Care/Wildflowers is a newly created position that has combined part time hours in OOSC and the Children's Centre into one full time position, the position was previously only part time in OOSC

#17.027 Childcare Teacher Wildflowers – Full Time Term: Laura Mallon appointed
Increased enrolment

#17.028 Childcare Teacher Out of School Care Enhancement Term: Nancy Berseth appointed
Additional special needs child enroled in summer programming

#17.029 Childcare Teacher Wildflowers - Full time Extended Term: Martine Campeau appointed
Backfill for Burinkova staff move

#17.030 Childcare Teacher Wildflowers – Full Time Extended Term: Carlie Beattie appointed
Ashley Watt - resignation

#17.033 Assistant Manager – Out of School Care Program: **In progress**
Astrid Nowak - resignation

#17.034 Childcare Teacher(s) Wildflowers/Out of School Care – Casuals:
Establish casual list

#17.035 Childcare Teacher – Out of School Care Program Summer Term: **In progress**
Backfill Trina Cloutier (acting Assistant Manager)

#17.036 Childcare Teacher Wildflowers – Full Time Extended Term: **In progress**
Maternity Leave

As noted in my previous report, the recent award of a grant for childcare services stipulated that part of the requirement for receipt was to make more spaces available.

With the receipt of the grant dollars and subsequent reduction in fees, the wait list has grown. At \$25 a day, this is an affordability boom not a demographic boom. It takes approximately five to six enrolments to pay for a staff member. The grant has enabled the Centre to increase capacity, which in turn is increasing staffing levels.

******* Note: Additional staff are funded term staff, not continuous staff. Should funding not be available these positions end with no further obligation on the part of the Municipality of Jasper *******

Operations

#17.025 Water/Wastewater Lead Hand – Vidal Michaud appointed
#17.017 Grounds Steward – Seasonal: Ken Smallshaw appointed
#17.021 Water/Wastewater Labourer: Norm Pelletier appointed
#17.024 Groundskeeper Term – Cemetery: Mark Prinn appointed

#17.031 Recycling Operator/Solid Waste Driver
[Establish casual list](#)

#17.032 Water/Wastewater Operator II – **In progress**
[Carl Charlong resignation](#)

Previous Postings

Protective Services

#17.016 Municipal Compliance Officer – Summer Term: Trish LeMarquand appointed

Culture & Recreation

#17.018 Arena Operator/Custodian 1 – Part Time: Derk Zdunich appointed

- Staff resignation

Leaves

Lisa Riddell

September 2016 – September 2017

Lesleigh Campbell

July 2017 – November 2018

Activities

- Martha Fleming - Human Resources Manager, Lisa Daniel – Childcare Services Manager, Ross Derksen – Operations Services Manager and Gordon Hutton – Municipal Buildings & Asset Manager are on course July 17th – 19th, 2017 in Edmonton.

Offered by Canadian Professional Management Services, the program is 'Union Contract Negotiations'. The current CUPE Local 1458 Collective Agreement expires December 31, 2017. In anticipation of collective bargaining this fall, content includes:

- Strategies While at the Table
 - Negotiation Techniques
 - Collective Bargaining Overview
 - Preparing for Contract Talks
 - Understanding the Law
 - Collective Bargaining Language & Interpretation
- Working on Policy update, position description updates & daily administrative correspondence.
 - Labour subjects and personnel matters.

Submitted by:

M. Fleming

Martha Fleming
Human Resources Manager

Environmental Stewardship Report

May - July 2017

Mountain Pine Beetle / Verbenone Pouch Program

The Parks Canada vegetation crew had 300 Verbenone pouches placed on vulnerable Pine trees on public and private leaseholds in the townsite by June 12. The beetles generally hatch and fly in search of new host Pine trees in July.

New Signage at the Transfer Station

New signage for collections of electronic waste and HHW was installed at the Transfer Station on June 21, funded by the environmental stewardship program.

School Veg Gardens

The Jasper Local Food Society, along with support from the environmental stewardship program, is assisting the schools with three school vegetable beds. The JLFS, the schools and the environmental stewardship program shared costs for the raised bed frames, topsoil and watering equipment. The students received instruction about soil amendment and planting. During July and August, when school is out, the Out-of-School Care program will keep the gardens watered and weeded.

Environment Week June 4-10

June 7: Clean Air Day – as always, great participation from the elementary school in finding creative environmentally-friendly ways to get to school on Wild Wacky Wednesday. The students dress up themselves and their rides and then receive a small prize for participating.

June 8: Stewardship Day A team effort from Parks and Municipal staff resulted in 1,710 kg of waste being cleaned up along the major highways. Every year litter accumulates along the heavily travelled highways through the national park and this early summer clean-up makes a big difference in keeping the land pristine.

June 10: Joint E-waste and HHW Round-up / Shred-it Event This annual event pulls in a good collection of electronics, paint, toxic waste and paper - 1870 kg of personal documents were shredded and recycled.

Solar-Friendly Municipal Toolkit www.mccac.ca/resources/solar-friendly-municipalities

On July 4, the Solar-Friendly Municipal Toolkit became available. The toolkit was developed in a partnership between the Municipal Climate Change Action Centre, the Pembina Institute, and the Solar Energy Society of Alberta thanks in part to funding provided by the Government of Alberta. It provides municipalities with information and tools to make solar PV and the accompanying benefits a reality in their communities. The toolkit provides municipalities with information to install solar PV systems on their own facilities, reduce permitting and tax barriers to solar PV installations in their communities, and engage community members on the benefits of producing power locally. Municipalities are uniquely positioned to lead because of the close relationship they have with their citizens, and the direct responsibility they have to ensure the sustainability, health, and liveability of their jurisdictions. This role is increasingly recognized with many cities leading the way on climate change action around the world.

Solar Panels – Jasper High School

At the end of May, Grande Yellowhead Public School Division announce approval of a \$125,000 grant from the Alberta government for the installation of a 70-kilowatt panel system at the Jasper Junior/Senior High School. The installation of the system was initiated by the Jasper Sustainability Club for Youth. Some of the JSYY funds (\$20,000) raised for the SEED sustainable classroom were redirected to the solar panel project.

Recycled Rain Barrels

Empty plastic barrels were collected over the winter by Park Canada storesmen. At the end of May, 15 bins were cleaned out and taken to the Activity Centre parking lot recycle depot. A posting for recycled rain barrels was placed on Jasper Buy & Sell at the end of the day on May 29; by morning they were all gone.

Canada Day Pancake Breakfast – Towards Zero Waste event

The Canada Day Pancake Breakfast is a large public event that is managed to reduce waste. Of the 1780 breakfasts that were served 815 people used the Rent-a-Plate program and the remainder brought their own foodware. All the supplied cutlery, extra plates, cold cups and coffee cups are compostable. This year recyclable juice boxes were used. No individually wrapped condiments are offered – pancake syrup comes in bulk jugs and is poured from pitchers, butter is melted and ‘painted on’, coffee cream is provided in recyclable 1 Litre cartons and cubed sugar is used for coffee.

Energy Efficiency Alberta (EEA) <https://www.energycanada.ca/solar/>

The Residential and Commercial Solar Program offered by Energy Efficiency Alberta is now available. Rebates are available to homeowners, businesses and non-profits that install solar photovoltaic (PV) systems.

Community Beverage Container Refund Program

Fifty percent of refund deposits collected from December 2016 to May 2017 were allocated to the following participating organizations by the ESAC board as follows:

Jasper Senior’s Society	\$1000	To contribute to the operation of the seniors’ bus
Habitat for the Arts	\$1000	To contribute to pottery equipment and supplies
Jasper Community Team	\$1000	Wilderness Access Program: trail-riders, sit-ski repairs
Jasper Victim Services	\$1500	Victim assistance - food, shelter and transportation

SWANA Conference May 17-19, 2017

Attended the Solid Waste Association of North America (SWANA) conference. This year SWANA partnered with the Saskatchewan Waste Reduction Council to offer a joint conference examining the role of waste management in a circular economy.

Native Plant Display – Info Centre Interpreter Old Firehall

Funded the purchase of native plants for a public display offered by Parks Canada Interpreters at the Old Firehall.

Communities in Bloom

Assisted the CiB Committee with the Jasper Profile Book that is provided to the international CiB judges. One of the categories that is judged is Environmental Awareness. Provided tours of the recycling depots and community garden for the CiB judges on July 12.

Upcoming Events:

1. **Parks Day** Saturday, July 15
2. **Library Garden Tour** Saturday, August 5 1:00-4:00 pm
This self-guided garden tour will feature the Jasper Community Garden and various private home flower and vegetable gardens. It is a fundraiser for the library.

Finance and Administration-Report to Council – June 1 to June 30, 2017



Activities Accomplished

- 2017 Tax Rate Bylaw 202 1st and 2nd reading was presented May 16th. 3rd and final reading on May 30th. To be changed in July to 203.
- Tax notices sent out by June 15th and were due July 15th.
- Presentation from EAI about gas and electricity, at today's meeting July 18th.
- Weekly administration meetings now being held to communicate with the administration team.

Budget Process

- Variance reports to be given to departmental directors to comment on and watch for mid-year reporting

News

- Payroll system software upgrade still in progress.
- Assessment Audit in the works.
- Near Miss Accident occurred on June 28th. Lady drove through back office. Insurance claim process has begun and quotes being rendered for repair and future preventative response. This accident has occurred 3 times over the past 20 years so the Director of Culture and Recreation and Finance are researching the best alternative for avoiding the same occurrence. Fortunately no one was injured.



Attachments:

2016 Reports dated June 30, 2016

2017 Reports dated June 30, 2017

- Operating Budget Revenue (All Departments)
- Operating Budget Expense (All Departments)
- Council Expense YTD
- Balance Sheet
- Picture of Incident taken for Insurance and H&S documentation
- 2015-2017 MSI and FGT Allocations and Comparison Spreadsheet, with information requested at June 13th meeting

Report Submitted by:

Natasha Malenchak, Director of Finance & Administration



MUNICIPALITY OF JASPER
2016 Operational Budget
Summary of All Units

For the Six Months Ending June-30-16

	<u>YTD 2016</u>	<u>Budget</u>	<u>Variance</u>	<u>Var %</u>
Revenues:				
Finance & Administration - Revenues	11,769,816.15	12,014,558.66	244,742.51	98.%
Emergency Services - Revenues	102,442.49	473,881.00	371,438.51	22.%
Operations - Revenues	1,003,100.85	4,391,307.11	3,388,206.26	23.%
CFS - Revenues	932,229.61	1,593,232.50	661,002.89	59.%
Culture and Recreation - Revenues	490,584.76	1,168,890.00	678,305.24	42.%
Total Revenues	<u>14,343,491.47</u>	<u>19,641,869.27</u>	<u>5,298,377.80</u>	<u>73.%</u>



MUNICIPALITY OF JASPER
2017 Operating Budget
Summary of All Units

For the Six Months Ending June-30-17

	<u>YTD 2017</u>	<u>Budget</u>	<u>Variance</u>	<u>Var %</u>
Revenues:				
Finance & Administration - Revenues	12,109,700	12,417,195	307,495	98.%
Emergency Services - Revenues	205,479	543,877	338,397	38.%
Operations - Revenues	1,211,332	4,612,769	3,401,437	26.%
CFS - Revenues	1,574,370	2,331,250	756,880	68.%
Culture and Recreation - Revenues	511,934	1,166,120	654,186	44.%
Total Revenues	<u>15,652,303</u>	<u>21,071,211</u>	<u>5,418,908</u>	<u>74.%</u>



MUNICIPALITY OF JASPER
2016 Operational Budget
Summary of All Units

For the Six Months Ending June-30-16

	YTD 2016	Budget	Variance	Var %
Expenditures:				
Finance & Administration - Expenditures	1,558,140.22	6,623,671.70	5,065,531.48	24.%
Emergency Services - Expenditures	411,964.06	1,249,047.65	837,083.59	33.%
Operations - Expenditures	1,908,279.77	6,409,550.47	4,501,270.70	30.%
CFS - Expenditures	945,224.00	1,998,759.50	1,053,535.50	47.%
Culture and Recreation - Expenditures	982,849.92	3,360,839.99	2,377,990.07	29.%
Total Expenditures	5,850,024.15	19,641,869.31	13,791,845.16	30.%



MUNICIPALITY OF JASPER
2017 Operating Budget
Summary of All Units

For the Six Months Ending June-30-17

	YTD 2017	Budget	Variance	Var %
Expenditures:				
Finance & Administration - Expenditures	1,679,659	6,922,003	5,242,344	24.%
Emergency Services - Expenditures	489,052	1,330,913	841,860	37.%
Operations - Expenditures	2,232,940	6,626,376	4,393,436	34.%
CFS - Expenditures	1,201,707	2,745,347	1,543,640	44.%
Culture and Recreation - Expenditures	1,012,296	3,446,572	2,434,276	29.%
Total Expenditures	6,663,130	21,071,212	14,408,082	32.%



MUNICIPALITY OF JASPER
2016 Operational Budget
Council

For the Six Months Ending June-30-16

	YTD 2016	Budget	Variance	Var %
Expenditures:				
2-11-17-00-210 All Travel & Subsistentent (Council)	3,101.19	35,837.80	32,736.61	9.%
2-11-18-00-110 Salaries-Ireland Honorarium & Meetings	19,937.40	39,805.38	19,867.98	50.%
2-11-18-00-130 Coun-Benefits Ireland Honorarium & Meetings	2,481.21	5,161.28	2,680.07	48.%
2-11-18-00-210 Coun-Travel & Subsistence Ireland	1,240.08		-1,240.08	0.%
2-11-19-00-110 Salaries-Nesbitt Honorarium & Meetings	5,983.98	20,340.00	14,356.02	29.%
2-11-19-00-130 Benefits-Nesbitt Honorariums & Meetings	2,020.74	5,161.28	3,140.54	39.%
2-11-19-00-210 Travel & Subsistence-Nesbitt	482.67		-482.67	0.%
2-11-22-00-110 Coun - Salaries H Kelleher-Empey	9,140.88	20,340.00	11,199.12	45.%
2-11-22-00-130 Coun - Benefits - H Kelleher-Empey	2,124.90	5,161.28	3,036.38	41.%
2-11-22-00-210 Coun -Travel and Subsistence H Kelleher -Empey	502.67		-502.67	0.%
2-11-24-00-110 Coun - Salaries - V Arsenault	7,840.98	20,340.00	12,499.02	39.%
2-11-24-00-130 Coun - Benefits V Arsenault	2,082.02	5,085.00	3,002.98	41.%
2-11-24-00-210 Coun - Travel and Subsistence V Arsenault	801.66		-801.66	0.%
2-11-27-00-110 Coun-Salaries Damota Hon. & Meetings	9,303.54	20,340.00	11,036.46	46.%
2-11-27-00-130 Coun-Benefits Damota Hon. & Meetings	2,075.89	5,161.28	3,085.39	40.%
2-11-27-00-210 Coun-Travel & Subsistence Damota	442.67		-442.67	0.%
2-11-30-00-110 Coun - Salaries D Wacko Hon & Meetings	7,098.18	20,340.00	13,241.82	35.%
2-11-30-00-130 Coun -Benefits D Wacko	2,057.49	5,161.28	3,103.79	40.%
2-11-30-00-210 Coun - Travel & Subsistence D Wacko	442.67		-442.67	0.%
2-11-31-00-110 Coun -Salaries G Wall Hon &Meetings	6,042.86	20,340.00	14,297.14	30.%
2-11-31-00-130 Coun -Benefits G Wall	2,161.69	5,161.28	2,999.59	42.%
2-11-31-00-210 Coun - Travel & Subsistence G Wall	1,332.67		-1,332.67	0.%
2-11-23-00-210 Council - Council Projects		7,500.00	7,500.00	0.%
Total Expenditures	88,698.04	241,235.86	152,537.82	37.%



MUNICIPALITY OF JASPER
2017 Operational Budget
Council

For the Six Months Ending June-30-17

	YTD 2017	Budget	Variance	Var %
Expenditures:				
2-11-17-00-210 All Travel & Subsistentent (Council)	16,072	25,000	8,928	64.00%
2-11-18-00-110 Salaries-Ireland Honorarium & Meetings	19,477	40,442	20,965	48.00%
2-11-18-00-130 Coun-Benefits Ireland Honorarium & Meetings	2,466	5,244	2,778	47.00%
2-11-19-00-110 Salaries-Nesbitt Honorarium & Meetings	6,387	17,000	10,613	38.00%
2-11-19-00-130 Benefits-Nesbitt Honorariums & Meetings	2,034	4,500	2,466	45.00%
2-11-22-00-110 Coun - Salaries H Kelleher-Empey	8,813	17,000	8,187	52.00%
2-11-22-00-130 Coun - Benefits - H Kelleher-Empey	2,114	4,500	2,386	47.00%
2-11-23-00-210 Council - Council Projects	125	7,500	7,375	2.00%
2-11-24-00-130 Coun - Benefits V Arsenault	1,306	4,500	3,194	29.00%
2-11-27-00-110 Coun-Salaries Damota Hon. & Meetings	6,014	17,000	10,986	35.00%
2-11-27-00-130 Coun-Benefits Damota Hon. & Meetings	2,095	4,500	2,405	47.00%
2-11-30-00-110 Coun - Salaries D Wacko Hon & Meetings	8,627	17,000	8,373	51.00%
2-11-30-00-130 Coun -Benefits D Wacko	2,027	4,500	2,473	45.00%
2-11-31-00-110 Coun -Salaries G Wall Hon &Meetings	6,014	17,000	10,986	35.00%
2-11-31-00-130 Coun -Benefits G Wall	2,022	4,500	2,478	45.00%
2-11-01-00-242 Consultant - Tour of Alberta Project	50,000	50,000		100.00%
2-11-24-00-110 Coun - Salaries - V Arsenault		17,000	17,000	0.00%
Total Expenditures	135,593	257,186	121,593	53.00%



MUNICIPALITY OF JASPER

Balance Sheet

For the Six Months Ending June-30-16

	Opening Balance	YTD 2016	Closing Balance
Assets			
Cash on Hands and Deposits	\$9,635,052.08	(\$1,855,241.60)	\$7,779,810.48
Taxes and Grants in lieu of Taxes Receivable	139,002.22	8,892,346.03	9,031,348.25
Due from other Governments	239,798.03	-10,235.70	229,562.33
Trade and other Receivables	1,041,744.95	-986,454.13	55,290.82
Business Licences Due		15,977.50	15,977.50
Prepaid Expenses	182,275.96	9,624.02	191,899.98
Investment in Trailer Park Utilites; Lane paving	73,224.74		73,224.74
Inventory	42,588.26		42,588.26
Net Tangible Capital Assets	58,114,899.63		58,114,899.63
Total Assets	69,468,585.87	6,066,016.12	75,534,601.99
All Type 3	69,468,585.87	6,066,016.12	75,534,601.99
Liabilities			
Accounts payable and accrued liabilities	2,393,476.81	-890,696.66	1,502,780.15
Deposit Liabilities	317,992.95	-66,402.10	251,590.85
Deffered Revenue	2,490,692.54	-110,064.59	2,380,627.95
Tax Overlevy	169,533.31	-300.26	169,233.05
Long Term Debt	4,001,615.52		4,001,615.52
Total Liabilities	9,373,311.13	-1,067,463.61	8,305,847.52
Municipal Equity			
Equity in Physical Assets	56,238,047.79		56,238,047.79
Restricted Funds	3,885,761.18		3,885,761.18
Accumulated Surplus	-28,534.23		-28,534.23
Current Surplus		7,133,479.73	7,133,479.73
Total Liabilities and Municipal Equity	69,468,585.87	6,066,016.12	75,534,601.99



MUNICIPALITY OF JASPER

Balance Sheet

For the Six Months Ending June-30-17

	Opening Balance	YTD 2017	Closing Balance
Assets			
Cash on Hands and Deposits	\$8,454,275.26	(\$990,232.59)	\$7,464,042.67
Taxes and Grants in lieu of Taxes Receivable	198,999.11	9,943,361.70	10,142,360.81
Due from other Governments	496,913.42	-143,163.41	353,750.01
Trade and other Receivables	1,120,989.10	-1,012,958.95	108,030.15
Business Licences Due		1,347.50	1,347.50
Prepaid Expenses	322,416.18	14,336.36	336,752.54
Investment in Trailer Park Utilites; Lane paving	61,226.06	-173.05	61,053.01
Inventory	41,367.26		41,367.26
Net Tangible Capital Assets	58,432,681.03		58,432,681.03
Total Assets	69,128,867.42	7,812,517.56	76,941,384.98
All Type 3	69,128,867.42	7,812,517.56	76,941,384.98
Liabilities			
Accounts payable and accrued liabilities	1,302,363.08	-522,124.15	780,238.93
Deposit Liabilities	287,358.43	1,937.33	289,295.76
Deffered Revenue	2,505,559.79	-67,540.79	2,438,019.00
Tax Overlevy	44,091.14	13,183.54	57,274.68
Long Term Debt	3,404,741.89		3,404,741.89
Total Liabilities	7,544,114.33	-574,544.07	6,969,570.26
 Municipal Equity			
Equity in Physical Assets	57,838,567.43		57,838,567.43
Restricted Funds	4,211,154.01		4,211,154.01
Accumulated Surplus	-464,968.35		-464,968.35
Current Surplus		8,387,061.63	8,387,061.63
Total Liabilities and Municipal Equity	69,128,867.42	7,812,517.56	76,941,384.98

MSI and FGTF Comparison for 2015-2017

Municipality	2015 MSI Funding	2016 MSI Funding	2016 Inc/Dec	2017 MSI Funding	2017 Inc/Dec
BANFF	\$2,837,291.00	\$2,719,671.00	-\$117,620.00	\$2,749,625.00	\$29,954.00
CANMORE	\$5,253,660.00	\$4,842,288.00	-\$411,372.00	\$4,766,335.00	-\$75,953.00
EDSON	\$2,204,005.00	\$2,102,299.00	-\$101,706.00	\$2,092,373.00	-\$9,926.00
GRANDE CACHE	\$1,141,290.00	\$1,168,370.00	\$27,080.00	\$1,131,023.00	-\$37,347.00
HINTON	\$2,617,097.00	\$2,469,283.00	-\$147,814.00	\$2,397,895.00	-\$71,388.00
I.D. NO. 09 (BANFF)	\$624,874.00	\$614,040.00	-\$10,834.00	\$638,305.00	\$24,265.00
I.D. NO. 12 (JASPER NATIONAL)	\$168,125.00	\$164,214.00	-\$3,911.00	\$163,631.00	-\$583.00
JASPER, MUNICIPALITY OF	\$1,638,433.00	\$1,514,449.00	-\$123,984.00	\$1,488,651.00	-\$25,798.00

Municipality	2015 GTF Funding	2016 GTF Funding	2016 Inc/Dec	2017 GTF Funding	2017 Inc/Dec
BANFF	\$492,042	\$506,027	\$13,985	\$507,680	\$1,653
CANMORE	\$685,535	\$705,020	\$19,485	\$707,322	\$2,302
EDSON	\$453,249	\$466,132	\$12,883	\$467,654	\$1,522
GRANDE CACHE	\$226,415	\$232,850	\$6,435	\$233,611	\$761
HINTON	\$505,357	\$519,721	\$14,364	\$521,418	\$1,697
I.D. NO. 09 (BANFF)	\$61,597	\$63,348	\$1,751	\$63,555	\$207
I.D. NO. 12 (JASPER NATIONAL PARK)	\$50,000	\$50,000	\$0	\$50,000	\$0
JASPER, MUNICIPALITY OF	\$240,307	\$247,137	\$6,830	\$247,944	\$807

Municipality of Jasper Bylaw Summary

Updated: 7/13/2017

	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
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		16-May-17	16-May-17	30-May-17	16-May-17	19-May-17
201	Inter-Municipal Assessment Review Board				2-May-17	2-May-17	16-May-17	9-May-17	11-May-17
200	Imposition of Suppl. Tax		185		7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
199	Suppl. Assess. of Improv.		184		7-Feb-17	7-Feb-17	21-Feb-17	8-Feb-17	9-Feb-17
198	ATCO 10 year agreement				20-Dec-16	21-Feb-17	7-Mar-17	27-Feb-17	28-Feb-17
197	Utilities Fees 2017		183		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
193	Commercial Use of Public Spaces				5-Apr-16	5-Apr-16	19-Apr-16	6-Apr-16	6-Apr-16
192	Imposition of Supplementary Tax		185		2-Feb-16	16-Feb-16	1-Mar-16	17-Feb-16	19-Feb-16
191	Supplementary Assessment of Improvements		184		2-Feb-16	16-Feb-16	1-Mar-16	17-Feb-16	19-Feb-16
190	Procedure Bylaw Amendment		166		15-Dec-15	5-Jan-16	19-Jan-16	6-Jan-16	8-Jan-16
189	Jasper Fire Dept 2015		085		21-Jul-15	4-Aug-15	18-Aug-15	6-Aug-15	17-Aug-15
188	Tax Rates 2015		180	194	19-May-15	19-May-15	2-Jun-15	19-May-15	20-May-15
187	Offsite Levies 2015		182		17-Mar-15	7-Apr-15	21-Apr-15	8-Apr-15	9-Apr-15



**Certification of Municipality of Jasper
Bylaw #203
JASPER TAX RATES BYLAW 2017**

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 # 203, which received first reading on the 4th day of July, 2017 and second reading on the 4th day of July, 2017 by the Council of the Municipality hereby certify with respect to Bylaw #203 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 6th day of July, 2017.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada

Bylaw #202 is repealed



**MUNICIPALITY OF JASPER
BYLAW #203**

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF JASPER FOR THE 2017 TAXATION YEAR

Contents

1. Citation
2. Definitions
3. Taxation Rates
4. Severance

WHEREAS at its meeting of May 2, 2017, the Municipality of Jasper Council prepared and adopted detailed estimates of the municipal revenues, expenditures and requisitions required for the year 2017;

AND WHEREAS the estimated expenditures, requisitions, services and surplus set out in the operating budget for the Municipality of Jasper for 2017 total \$17,241,517;

AND WHEREAS the 2017 estimated municipal revenues and transfers from all sources other than taxation are estimated at \$9,988,933 and the balance of \$7,252,584 to be raised by general municipal taxation;

AND WHEREAS the 2017 Alberta School Foundation requisition is \$3,997,724 to be collected as follows:

	<u>2017 requisition</u>	<u>prior year (over)/under-levy</u>	<u>Total</u>
Residential	\$1,999,789	\$152.10	\$1,999,941.10
Non-Residential	<u>\$1,997,935</u>	<u>\$5,768.96</u>	<u>\$2,003,703.96</u>
Total	\$3,997,724	\$5,921.06	\$4,003,645.06

AND WHEREAS the Council of the Municipality of Jasper has received a requisition in 2017 in the amount of \$522,053 from the Evergreens Foundation to be collected as follows:

	<u>2017 requisition</u>	<u>prior year (over)/under-levy</u>	<u>Total</u>
2017 Operating	\$160,903	\$(9,031.39)	\$151,871.61
2017 Capital	<u>\$361,150</u>	<u>\$0.00</u>	<u>\$361,150</u>
Total	\$522,053	\$(9,031.39)	\$513,021.61

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions;

AND WHEREAS the Council of the Municipality of Jasper is required each year to levy on the assessed value of all property, tax rates sufficient to meet the Alberta School Foundation requisition;

AND WHEREAS the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property subject to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 and amendments thereto;

AND WHEREAS the assessed value of all property in the Municipality of Jasper as shown on the current assessment roll is:

	Assessment for Education	Assessment for Municipal
Residential	\$810,247,480	\$814,822,710
Non Residential	\$534,670,410	\$578,472,230
Electric Power Generation Machinery & Equipment		
GIL - Parklands		\$ 22,543,990
Total	\$1,366,175,720	\$1,393,294,940

NOW THEREFORE be it resolved that the Council of the Municipality of Jasper in the Province of Alberta, duly assembled, enacts:

1. CITATION

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #203, the "Jasper Taxation Rates Bylaw 2017".
- 1.2 The Municipality of Jasper Bylaw #202, the "Jasper Taxation Rates Bylaw 2017" is hereby repealed.

2. DEFINITIONS

- 2.1 In this Bylaw:
 - 2.1.1 "Chief Administrative Officer" shall mean the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
 - 2.1.2 "Council" shall mean the Council of the Municipality of Jasper;
 - 2.1.3 "Municipality" and "Municipality of Jasper" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
 - 2.1.4 "Rural Properties" shall mean those properties located outside the boundaries of the Town of Jasper but inside the boundaries of the Municipality of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001; and
 - 2.1.5 "Urban Properties" shall mean those properties located within the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper dated June 13th, 2001.

3. TAXATION RATES

3.1 The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Municipality of Jasper:

	URBAN	RURAL
<u>Residential</u>		
Evergreens	0.000369	0.000369
Education	0.002468	0.002468
Municipal	0.002413	0.000992
	<u>0.005250</u>	<u>0.003829</u>
<u>7 mth Lake Edith</u>		
Evergreens		0.000369
Education		0.002468
Municipal		0.000578
		<u>0.003415</u>
<u>Non-Residential</u>		
Evergreens	0.000369	0.000369
Education	0.003604	0.003604
Municipal	0.012307	0.005057
	<u>0.016280</u>	<u>0.009030</u>
M&E		
Electrical		
Residual PILT		
education		
exempt		
Evergreens	0.000369	0.000369
Education	-	-
Municipal	0.012307	0.005057
	<u>0.012676</u>	<u>0.005426</u>

4. SEVERANCE

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

COMING INTO EFFECT

This Bylaw shall come into force and effect on the final day of passing thereof.

GIVEN FIRST READING THIS 4th DAY OF July, 2017

GIVEN SECOND READING THIS 4th DAY OF July, 2017

GIVEN THIRD AND FINAL READING THIS ___ DAY OF _____, 2017

 Mayor

 Chief Administrative Officer



**Certification of Municipality of Jasper
Bylaw #204
JASPER ROTATION OF BALLOTS BYLAW 2017**

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 # 204, which received first reading on the 4th day of July, 2017 and second reading on the 4th day of July, 2017 by the Council of the Municipality hereby certify with respect to Bylaw #204 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 6th day of July, 2017.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



MUNICIPALITY OF JASPER
Bylaw #204

BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE PRINTING OF BALLOTS IN LOTS FOR THE 2017 MUNICIPAL ELECTION

Contents

1. Citation
2. Definitions
3. Printing of Ballots
4. Severance

PURPOSE

WHEREAS a general municipal election will be conducted in Jasper during the year 2017; and

WHEREAS the Municipal Government Act (Alberta) R.S.A. 2000, Chapter M-26 as amended provides for Council to pass bylaws for municipal purposes; and

WHEREAS pursuant to the provisions of the Local Authorities Election Act (Alberta), R.S.A. 2000, Chapter L-21, it is necessary that a municipal bylaw be passed not less than two months before an election to allow for the printing of ballots in lots providing for the rotation of the names of candidates;

NOW THEREFORE, COUNCIL OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS:

1. Citation

- 1.1 This bylaw may be cited as the "Jasper Rotation of Ballots Bylaw 2017."
- 1.2 The Municipality of Jasper Bylaw #169, the "Jasper Rotation of Ballots Bylaw 2013" is hereby repealed.

2. Definitions

- 2.1 In this bylaw:
 - 2.1.1 "Council" shall mean the Council of the Municipality of Jasper;
 - 2.1.2 "returning officer" shall mean the person duly appointed to that position by Council for the 2017 municipal election.

3. Printing of Ballots

- 3.1 Council hereby directs the returning officer to ensure that ballots to be used during the 2017 municipal election shall be printed as follows:
 - 3.1.1 each ballot shall contain the name of each candidate;
 - 3.1.2 the names of the candidates on each ballot shall be arranged alphabetically in order of the surnames and, if two or more candidates have the same surname, the names of those candidates shall be arranged alphabetically in the order of their given names;
 - 3.1.3 ballots shall be printed in as many lots as there are candidates for the office;
 - 3.1.4 in the first lot the names of the candidates shall appear in alphabetical order;
 - 3.1.5 in the second lot the names shall appear in the same order, except that the first name in the first lot shall be placed last;
 - 3.1.6 in each succeeding lot, the order shall be the same as that of the preceding lot, except that the first name in the preceding lot shall be placed last; and
 - 3.1.7 tablets of ballots to be used at each voting station shall be made up by combining ballots from the different lots in regular rotations so that no two consecutive electors may receive ballot papers from the same lot, and so that each candidate's name shall appear first and in each other position substantially the same number of times on the ballot used.

4. Severance

- 4.1 If any section of the bylaw is found 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 and effect on the final day of passing thereof.

READ a first time this 4th day of July , 2017.

READ a second time this 4th day of July , 2017.

READ a third time and finally passed this day of , 2017.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



INFORMATION REPORT

Subject: OUT Jasper Funding a Rainbow Crosswalk in Jasper Request
Prepared by: Mark Fercho, CAO
Date – Notice: July 4, 2017
Date – Discussion: July 11, 2017
Date – Decision: July 18, 2017

Recommendation:

1. That Council support the installation of a rainbow colored crosswalk in Jasper funded by OUT Jasper.

Background:

OUT Jasper has raised money and is requesting Council approval to have a rainbow colored crosswalk installed in Jasper. Their fundraising has raised over \$5000.00 and is above the cost estimate for the crosswalk paint and labor costs, so the crosswalk can be installed at no cost to the taxpayer. They also have funds for “maintenance” as the paint will require repair and refresh.

Some configuration examples. (OUT preference is example (#4), bottom right):



Director _____

CAO _____

Agenda Item _____

Discussion:

This report is to have the notice of decision on July 4th, with points to clarify or discuss with OUT Jasper at the July 11th Committee of the Whole meeting noted below. July 4th perhaps discussion on if more items are required than noted, in order for OUT Jasper to have preparation time.

OUT Jasper will attend on Council's Committee of the Whole July 11th.

Notes for discussion on July 11th, DRAFT:

- Any rainbow configuration is an array of six different colours. Red – orange – yellow – green – blue – purple are required. Six colours means each will have to be done individually or staggered across multiple lanes, depending on the configuration.
- Traffic accommodation and drying for each section is painted is required, and it takes time.
- Full day of work with four people per crosswalk, estimate is around \$2,500for each crosswalk depending on amount of paint for a particular configuration.
- OUT Jasper has over \$5000.00 funding for this project, therefore no cost to taxpayer
- OUT Jasper understands the risk of vandalism, and has funding also to cover repairs
- If you think line painting does not last as long as it did in the good old days you are right! We used to use oil based paint, which lasted much longer. This longevity issue dates back to 2010, when the Federal Government banned the oil-based marking paint used in most provinces as part of new environmental protection standards. New varieties of paint that last longer than current water based paint are being tested, and we will test some new types as we find alternatives to the current standard water based paints that do not last long.
- At this time we only use standard water based paints so the rainbow crosswalk will not last any longer than white, and requires refreshing as does our white, in fact many of our crosswalks already need a refresh from the spring painting.
- Discussion on “why” for crosswalk. Jasper is a supportive and inclusive community, with banners, the flag on municipal pole, and supportive environment. Discussion on added symbolic crosswalk purpose

Items for focus on discussion to make specific decisions:

- Council direction on this request, and if supported, then:
- July 11th meeting could focus on which configuration is preferred; OUT Jasper can bring preferences for discussion. – OUT preference is example (#4), bottom right style
- Location of the rainbow crosswalk requires discussion also. Suggested locations are in the OUT Jasper letter to Council. – OUT preference is across Connaught from train station to the Whistler Inn
- End of Life plan, how many refresh paints are forseen? Also to discuss and agree upon assessment of crosswalk when it becomes in need of refreshing or repair (how to judge and agree), then repaint, and if no longer funded, returning to white

Jasper is a welcoming and inclusive community, and has been a supporter of Pride events. The increase in rainbow banners on Connaught and flag raising are recent examples, with this new initiative being the next area for discussion with Council.

Attachments:

- Letter from OUT Jasper requesting the installation of a rainbow crosswalk in Jasper at their expense.

Director _____

CAO_____

Agenda Item _____

OUT Jasper
Box 1336
Jasper, AB

June 29, 2017

Honorable Mayor and Municipal Council of Jasper

RE: Rainbow Crosswalks in Jasper

Dear Mayor Ireland and Council Members,

OUT Jasper is looking for support from Mayor and Municipal Council to move forward with painting rainbow crosswalks in Jasper. We understand that the Municipality would be painting the crosswalks anyway, so labour would be covered. We would pay for the additional labour involved with painting multiple colours and the cost of the coloured paint, for the initial and any subsequent painting.

This endeavour will not cost Jasper taxpayers any money, now or in the future. We have the funds raised and have financial supporters for future maintenance.

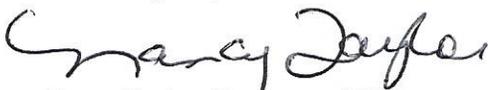
Our first choice of location would be the crosswalk across Connaught from the train station to Whistler Inn. We understand that this is a large one and we all want to see the rainbow crosswalk colourful and looking good for the longest period of time. In that light, we would be happy to do a couple of smaller "trial" rainbow crosswalks. Ideas for locations include Patricia Street between Post Office & Info Centre, and the one between Elementary School & Library. We are very open to other locations, but do want them to be central and visible. We like the suggestion of the crosswalk up to the TD Bank (they are big national Pride supporters), as it's central and very visible.

We would welcome suggestions for paint sources from your contractor, and look forward to confirming how much this will cost our organization. Again, we have the funds raised and future funds sponsored.

Ideally, we would love to see this done by July 21st, hoping that it looks good for the summer and fall season.

Please let us know what else you may need from us to proceed with this plan. We look forward to your reply.

Warm regards,



Nancy Taylor, Treasurer OUT Jasper

&

Mychol Ormandy, Executive Director OUT Jasper



REQUEST FOR DECISION

Subject: 2017 Municipal Election
Prepared by: Christine Nadon, Legislative Services Manager
Reviewed by: Mark Fercho, CAO
Date – Notice: July 4, 2017
Date – Decision: July 18, 2017

Recommendation:

1. That Council authorize a Special Ballot process for the 2017 municipal election, pursuant to the Local Authorities Election Act.
2. That Council authorize an Advance Vote for the 2017 municipal election, pursuant to the Local Authorities Election Act.
3. That Council authorize an Institutional Vote for the 2017 municipal election, pursuant to the Local Authorities Election Act.
4. That Council pass a bylaw to authorize the rotation of candidate's names on ballots.

Background:

1. The special ballot process is designed to allow electors who are unable to vote at an advance vote or at a voting station because of physical incapacity, absence from the local jurisdiction, or being a returning officer, deputy returning officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence, to apply to vote by special ballot. Application methods must be outlined in the resolution (LAEA s. 77.1).
2. A Council resolution is required to authorize an advance vote (LAEA s. 73).
3. A Council resolution is required to authorize an institutional vote, allowing electors who are confined to a hospital, auxiliary hospital or nursing home in the local jurisdiction, or residents of a seniors' accommodation facility in the local jurisdiction, to vote at an institutional voting station (LAEA s. 80).
4. Council can pass a bylaw, no less than two months before an election, which provides for the rotation of candidates' names on ballots, in a format prescribed under the LAEA. Without a Council resolution, candidates' names shall be arranged alphabetically in order of the surnames (LAEA s. 43).

Relevant Legislation:

Local Authorities Election Act and Municipal Government Act.

Strategic Relevance:

- Jasper Town Vision Statement
 - “Jasper is represented by locally-elected residents administering a form of municipal government designed and accepted by the community and Parks Canada.”
- Governance – Provide open, accountable and accessible government.
- Communications – Increase opportunities for public engagement.

Communications:

- Public notification processes for election matters are prescribed in the Local Authorities Election Act and are the responsibility of the Returning Officer. Local newspapers and the municipal website will be used for public notices.



REQUEST FOR DECISION

Subject: 2017 Council Meeting Calendar
Prepared by: Mark Fercho, CAO
Date – Notice: Waiver Requested
Date – Decision July 18, 2017

Recommendation:

That Council approves the attached revised 2017 Council Meeting Calendar to include the Municipalities 101: The Essentials of Municipal Governance Elected Officials Education Program in Lacombe, Alberta on November 4th and 5th, 2017.

Background:

The Council meeting dates are set by Council each year at the Organizational Meeting and were shown on the website one meeting ahead of the current date. This revised calendar is adjusted to include Municipalities 101: The Essentials of Municipal Governance is part of the modernized Elected Officials Education Program (EOEP), which is a joint venture of AUMA and AAMDC funded by Municipal Affairs, for the new incoming Council orientation.

The course consists of Municipal Governance and Legislation; the Elected Official's Role; Finance; Planning and Development; and Effective Collaboration. CAOs attend the course with their newly elected Councils. This course will fully satisfy the MGA requirement for municipalities to offer training to all new and returning elected officials within 90 days after taking the oath of office. The course is being offered in 14 locations across the province to ensure it is accessible, however is not offered in major centers.

This program is part of a comprehensive orientation and training program that Jasper's Municipal Administration is preparing for the new incoming Jasper Municipal Council after the October 16, 2017 election. Administration also has a two day governance training session facilitated by Gordon McIntosh on October 24th and 25th that includes senior management in the orientation week in Jasper, prior to this provincially supported version of governance training for elected officials only in November. There is a complete orientation schedule as part of the "so you want to be a Councillor" package posted on our website, also attached to this report.

This one year calendar will replace the current approved calendar for 2017.

Communication

This updated calendar reflects meeting changes in time for the required notification on meeting changes. It will be added to the Council Meeting website and also can be emailed as an attachment, enhancing resident's and staff's ability for planning on due dates for presenting information, writing letters, and reporting to Council when used with our policy of due dates in advance of meetings for receipt of materials. The 2017 Calendar also has a major focus on the election and post-election orientation and training program.

Director _____

CAO _____

Agenda Item _____



Municipality of Jasper 2017

Council Meeting Calendar-May 16 Revision

Regular Meetings are scheduled for 1:30 p.m. and

Committee-of-the-Whole Meetings are scheduled for 9:30 a.m.

at the Jasper Library & Cultural Centre, downstairs, 500 Robson Street, Jasper, AB.

Regular Meeting
Statutory Holiday
Committee of the Whole
Special Meeting Dates

JANUARY							FEBRUARY							MARCH							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	
29	30	31					26	27	28					26	27	28	29	30	31		
APRIL							MAY							JUNE							
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						1		1	2	3	4	5	6						FCM		
2	3	4	5	6	7	8	7	8	9	10	11	12	13		5	6	7	8	9	10	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
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30																					
JULY							AUGUST							SEPTEMBER							
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						1			1	2	3	4	5							1	2
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
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30	31																				
OCTOBER							NOVEMBER							DECEMBER							
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1	2	3	4	5	6	7				1	2	3	4							1	2
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29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	
														31							

2017

- 30
 - 28
 - 29
- October 30: Inaugural Meeting of Council and Organizational Meeting, 1:30pm
 November 28: CotW meeting at 9:30am, Budget Meeting Presentations at 7pm
 November 29: Budget Meeting Presentations at 7pm

- FCM
 - Election Day
 - Oct 23 to 27
 - Nov 4 and 5
 - AUMA
- Federation of Canadian Municipalities Conference: June 1-4, 2017 (Ottawa)
 Municipal Election October 16, 2017
 New Council Orientation Week: October 23 to 27. Swearing in Ceremony on October 27 at 7pm
 Municipalities 101: The Essentials of Municipal Governance, Elected Officials Education (Lacombe)
 Alberta Urban Municipalities Association Convention: November 21-24, 2017 (Calgary)



Municipality of Jasper

2017 New Mayor & Council

Post Election Schedule

Post Election Guide for Newly Elected Mayor and Council: This guide is to help schedule the first six weeks in office which are very busy, requiring a significant amount of time and dedication. These meetings are important to attend as newly elected members of Council for a successful start to your new term of office:

Meetings and Commitments for Newly Elected Council 2017		
Date	Description	Time
Monday, October 23	Introduction Dinner, Orientation Manuals provided	5:30pm to 7:30pm
Tuesday, October 24	Council Chambers Orientation, Governance Training Part 1	1:00pm to 8:30pm
Wednesday, October 25	Governance Training Part 2 & Department Introductions	8:30am to 5:30pm
Thursday, October 26	Visit worksites, Field Orientation to Municipal Operations	9:00am to 4:00pm
Friday, October 27	New Council Dinner	5:30pm to 7:00pm
Friday, October 27	Swearing In Ceremony, Photos and Reception	7:00pm
Monday October 30	Inaugural Meeting of Council, Organizational Meeting	1:30pm to 5:30pm
Saturday November 4 and Sunday November 5 in Lacombe	Municipalities 101: The Essentials of Municipal Governance part of the Elected Officials Education Program, organized by AUMA and AAMDC, funded by Municipal Affairs	Two full days, weekend course
Tuesday, November 7	Regular Council Meeting, Pre Budget Training	1:30pm to 5:30pm
Tuesday, November 14	Committee of the Whole, MoJ Budget Orientation	9:30am to noon
November 20 departure for Calgary	AUMA Conference in Calgary November 21 to 24 th Preconference sessions on strat plans, budget, governance	
Tuesday, November 28	Committee of the Whole and Budget Meeting Preparation	9:30am
Tuesday, November 28	Evening Budget Meeting Presentations	7:00pm
Wednesday November 29	Evening Budget Meeting Presentations	7:00pm
Tuesday, December 5	Regular Council Meeting, Strategic Plan Discussion	1:30pm

Orientation Sessions to set up in early term:

- Roberts Rules of order, council procedure and bylaw
- Past Councillors teach each Council committee's purpose, role of Councillor, travel...
- Strategic Planning session, two part; Council only then Council and staff
- Emergency Coordination Center training for elected officials



REQUEST FOR DECISION

Subject: Natural Gas Purchase
Prepared by: Natasha Malenchak, Director of Finance and Administration
Reviewed by: Christine Nadon, Legislative Services Manager; Mark Fercho, CAO
Date – Notice: July 18, 2017
Date – Decision: August 1, 2017

Recommendation:

That Council authorize the Director of Finance and Administration to enter into a one to four-year contract for the purchase of natural gas.

Options:

Decision at August 1st, 2017 meeting.

Background:

The Municipality of Jasper selected the expertise and services of Energy Associates International (EAI) as energy consultants to manage its electricity and natural gas supply portfolio in 2012.

EAI is recommending that the Municipality of Jasper maintain a 50% hedge at a fixed price for our natural gas supply requirements in 2017. They are also recommending evaluating both a 1 and 2 year contract term, starting immediately upon good rate conditions.

They are targeting a 1 year term price of \$2.70/GJ, a 2 year term price of \$2.60/GJ, or a 3 or 4 year term price of \$2.55/GJ.

Our fixed price for natural gas, which expired December 31, 2016, was \$3.80/GJ.

Because the fixed price was not desirable in 2016, administration decided to float on the market-index (or spot) price for gas until the conditions became favorable.

The Carbon Tax was implemented on Jan 1, 2017. Regardless of whether the Municipality of Jasper decides to lock-in any natural gas supply requirements at a fixed price or float on the market-index (or spot) price for gas, we will be exposed to the Carbon Tax of \$1.011/GJ starting next year.

If we can secure a fixed price contract price in or around the \$2.60/GJ mark, we can essentially keep our budget costs flat for 2017, despite the introduction of the Carbon Tax.

Director _____

CAO _____

Agenda Item _____

EAI and the Municipality of Jasper went to tender on the Alberta Purchasing Connection (APC) during the summer and EAI has been watching the market diligently to be able to recommend when we should go to a live bid process. This process will be short notice and the decision must be made within an hour of the bidding. This Request for Decision is to enable the Director of Finance and Administration to secure a contract when the ideal opportunity arises.

Relevant Policy:

B-009 – Fiscal and Financial Control Policy

B-009 – Fiscal and Financial Control Admin. Proc., section 3.3, Centralized Tendering for Goods and Services

Strategic Relevance:

Governance – Provide quality municipal services to the community

Governance – Provide open, accountable and accessible government

Fiscal Health – Enhance the municipal budget process

Implications of Recommendation:

Municipality of Jasper will be able to secure a gas contract for the upcoming year or two.

Follow up actions:

Director of Finance to go to bidding process and decide which company to choose while keeping recommendations in mind. Director of Finance to return with information on decision made at live bidding process.

Director _____

CAO _____

Agenda Item _____



REQUEST FOR DECISION

Subject: Community and Economic Development Fund Applications

Prepared by: Natasha Malenchak, Director of Finance and Administration

Reviewed by: Yvonne McNabb, Director of Culture and Recreation; Mark Fercho, CAO; Christine Nadon, Legislative Services Manager

Date – Notice: July 18, 2017

Date – Discussion: July 25, 2017 (Committee of the Whole)

Date – Decision: August 1, 2017

Recommendation: That Council approve or not approve requests for funding from the groups and individuals as per attached document.

Background: The Economic Development Fund was first established in 2002 to assist in the economic enhancement and/or promotion of the Municipality of Jasper. This fund was combined with the Community Development Fund to create the Community and Economic Development Fund. A new application process was created. The fund has two deadlines – April 30 and October 31 each year.

Total of all application requests is \$15,000. Total funding available for 2017 is \$25,000. The funding available for this spring application term is \$12,500.

Relevant Policy: B-017-Budgets

Administration of the Fund

1. The Director of Finance shall review all applications for funding from the Community and Economic Development Fund, and shall forward applications to Council for funding consideration.
2. Council reserve the right to distribute the available funding in such a manner and amounts as deemed to be in the best interests of the community.

Strategic Relevance: Relates to relationships with external individuals, groups, and organizations.

Director _____

CAO _____

Agenda Item _____

Implications of Recommendation

Fiscal: The Economic and Community Development fund was allocated the sum of \$25,000 in the 2017 budget, to return the total available for 2017 to \$25,000.00.

Communications: Advertising for the Economic and Community Development funds takes place each February (this year March 30 & April 13 with an extended submission date) and August. Adverts are placed in the local newspaper, as well as being displayed on the Municipality's website.

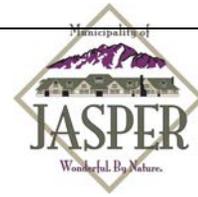
Attachments:

1. Policy B-017 and Community & Economic Development Fund Administrative Procedures
2. Spreadsheet of applicants
3. 3 Application packages

Director _____

CAO _____

Agenda Item _____



Policy Title: COMMUNITY & ECONOMIC DEVELOPMENT FUND

Policy # B-017

Date adopted by Council: March 1, 2016

POLICY

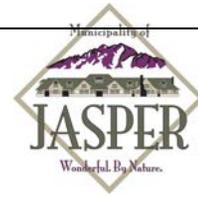
The Municipality of Jasper may consider any and all requests for support of a financial nature.

SCOPE

For this purpose, Council has established the Community and Economic Development Fund to assist in providing funding opportunities to non-profit groups or individuals with the goal of improving quality of life for Jasper residents, assisting in community economic enhancement and/or promotion of the Municipality, and encouraging community support of Council's priorities.

Policy Title: COMMUNITY & ECONOMIC DEVELOPMENT FUND

Policy # B-017



ADMINISTRATIVE PROCEDURES:

Date approved by CAO: March 1, 2016

Responsibility

The Director of Finance and Administration and Director of Culture and Recreation shall administer the Community and Economic Development Fund.

Selection Committee

The Selection Committee is the Mayor and Council for the Municipality of Jasper.

Process: Grant applications and the checklist are reviewed by Administration for completeness and accuracy. Grant applications that pass this review are then discussed at Council's Committee of the Whole where the grant applications are recommended to advance to a regular meeting of Mayor and Council for approval or rejection.

Eligibility

Jasper community non-profit groups, residents, and local organizations are eligible for funding assistance from the Community and Economic Development Fund.

Municipality of Jasper departments, publicly-funded agencies and for-profit groups are ineligible.

Grants from this Fund cannot be combined with other Jasper municipal funding/donations.

Previously successful applicants that did not submit the required reporting are not eligible

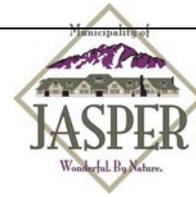
Applications

To be considered, funding applications must:

1. be completed on the "Request for Support" application form available from the Municipality's website – www.jasper-alberta.com , from the Municipality's Administration Office or from the Jasper Activity Centre.
2. include a brief description of the event, project or activity for which funding is being requested, and a detailed budget of what the funds will be used for;
3. include a clear statement of the benefit the project or activity will provide to the residents of Jasper including such details as:
 - the need for the project, and the means by which that need has been identified;
 - how many people will be positively affected and how;
 - a cost-benefit illustration of the value of the project;
 - a description of the tools and methodology proposed to evaluate project success and impacts, both immediately and longer-term;

Policy Title: COMMUNITY & ECONOMIC DEVELOPMENT FUND

Policy # B-017



ADMINISTRATIVE PROCEDURES:

Date approved by CAO: March 1, 2016

- the extent of duplication or enhancement (if any) of the project or activity with others currently in the community;
 - special considerations that deserve mention, and
 - how it supports Council's Strategic Priorities. (Preference will be given to projects that support Council priorities).
4. be accompanied by a statement of expected revenues and expenditures for the project:
 5. be accompanied by a list of all other **confirmed** funding sources
 6. include a list of all funding sources applied to unsuccessfully or pending
 7. include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc
 8. for **groups or organizations**, the application must be accompanied by:
 - A. a current **financial statement of operations** and a **statement of financial position**; and
 - B. proof of non-profit status if applicable.

Definition: *Statement of Operations or statement of financial activity – summarizes revenues and expenditures over a period of time. It also shows the net profit or loss.*

Definition: *Statement of Financial Position or Balance Sheet Demonstrates business worth (assets equal to the sum of liability and equity).*

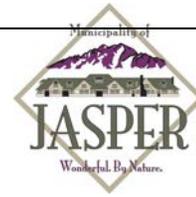
Applicants may be invited to attend a meeting of the Selection Committee to answer any questions related to their request for funding, or to discuss their application in detail.

Grant Funds

1. Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.
2. No grant from this Fund shall exceed \$5,000 in any one year.
3. No applicant may receive more than one grant from this fund per calendar year.
4. Funding may be applied either to capital projects or operating initiatives provided they are not core services funded by the applicant organization's base budget.
5. There shall be two deadlines for the submission of applications each year – March 31 and September 30.

Policy Title: COMMUNITY & ECONOMIC DEVELOPMENT FUND

Policy # B-017



ADMINISTRATIVE PROCEDURES:

Date approved by CAO: March 1, 2016

6. Advertising for the Fund will take place in February and August of each year.
7. Maximum total grant funding available to all grant applicants is \$12,500.00 for the March 31 intake, and \$12,500.00 at the September 30 intake. The total Municipal grant fund is \$25,000.00 per year funded in a Reserve Account. Successful applications will receive funding through a fund transfer from the reserve account to the operating account as approved by Council. The reserve account is restored to \$25,000.00 to begin each fiscal year.
8. The number and amount of grants available are subject to budget levels approved annually by Council.
9. Recipients are required to publicly acknowledge the Municipality of Jasper as a funding partner.
10. Subject to grant criteria and available funds, Community and Economic Development Fund awards may be less than sought by the applicant, or the applicant may be referred to other funding agencies.

Prohibitions

Community and Economic Development Funds shall not be used for:

- debt retirement, deficit reduction and/or retroactive funding;
- projects or activities advancing specific moral or religious points of view;
- projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper).
- sponsorship for events/tournaments
- If required documentation does not accompany the application form, the application will be returned to the group for compliance before any consideration of the application is entertained.
- No more than two years of successful funding will be granted to one organization without a two year gap in funding.

Reporting

Community and Economic Development Fund grant recipients **are required** to report in writing to the Committee within 90 days of completion of the project for which the grant was provided. The report must include:

- a Financial Statement for the project;
- a project evaluation;
- a description of project performance against original objectives; and
- a description of community benefits accruing from the project.

Note: Decisions of the Selection Committee are final. There is no appeal process.

* * * * *

Community & Economic Development Fund

Applicant	Cottonwood Corrals	Jasper Park Cycling	YRAF Society
Eligibility			
Jasper Community Non-Profit Group, or	1	1	
Jasper Resident, or			
Local Organization			1
Applications			
1. Complete the "Request for Support" application form.	1	1	1
2. Include a brief description of the event, project or activity for which funding is being requested, and a detailed budget of what the funds will be used for	1	1	1
3. Include a clear statement of the benefit the project or activity will provide to residents of Jasper including such details as:			
i) The need for the project, and the means by which that need has been identified	1	1	1
ii) How many people will be positively affected and how	1	1	1
iii) A cost-benefit illustration of the value of the project	1	1	1
iv) A description of tools and methodology proposed to evaluate project success and impacts, both immediately and long-term	1	1	1
v) The extent of duplication or enhancement (if any) of the project or activity with others currently in the community, and special considerations that deserve mention.	1	1	1
vi) How it supports Council's Strategic Priorities. (Preference given to projects that support Council priorities)	1	1	1
4. Be accompanied by a statement of expected revenues and expenditures for the project;	1	1	1
5. Include a list of all other confirmed funding sources to be applied to the project	1	1	1
6. Include a list of all funding sources applied for unsuccessfully or pending	1	1	1

Applicant	Cottonwood Corrals	Jasper Park Cycling	YRAF Society
7. Include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc.	1	1	1
8. In the case of groups or organizations , application must be accompanied by:			
i) Current statement of operations and statement of financial position	1	1	1
ii) Proof of non-profit status if applicable.		1	1
Grant Funds			
i) The grant application shall not exceed \$5000 in any one year. The selection committee may select grants of lesser value or reduce proposed grant allocation per applicant.	1	1	1
ii) No applicant may receive more than on grant from this fund per calendar year.	1	1	1
iii) Application must be received by Municipality prior to March 31 and Sept 30 deadline.	1	1	1
Prohibitions			
Community and Economic Development Funds shall not be used for:			
i) Not for debt retirement, deficit reduction and/or retroactive funding	1	1	1
ii) Not for projects for activities advancing specific moral or religious points for view	1	1	1
iii) Not for projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper)	1	1	1
iv) Not for sponsorship for events/tournaments	1	1	1
v) Not for annual or ongoing funding. First or second year of funding only, a two-year gap in funding required if successful prior two years.	1	1	1
vi) Not for Municipality of Jasper departments, publicly-funded agencies and for-profit groups (any organization that receives public money as their main source of funding).	1	1	1
vii) Not be combined with other Jasper municipal funding/donations applications.	1	1	1

Applicant	Cottonwood Corrals	Jasper Park Cycling	YRAF Society
Reporting			
i) If re-applying and were successful in past years, applicant met reporting requirements of past grants.	n/a	n/a	n/a
ii) All required documentation must accompany the application form. (The application will be returned to the group for compliance before any consideration of the application is entertained)	1	1	1
Comments	linda_patry@live.ca 780-852-3121	matt.staneland@jasperparkcycling.com 780-852-9715	yraf2014@gmail.com 780-865-0962
Total	25	26	26
	26	26	26

Read April 28/17

REQUEST FOR FINANCIAL SUPPORT FROM COMMUNITY AND ECONOMIC DEVELOPMENT FUND

Name of Group or Applicant: Cottonwood Corralis Assn.

If non-profit organization, provide Incorporation or Society number: 504140021

Mailing Address of Group or Applicant: P.O. BOX 608 JASPER AB T0E 1E0 P.C. (Cheque and correspondence will be mailed to the address shown)

Name of Contact Person: LINDA PATRY Position/Title: PRESIDENT

Phone No. 780-852-3121 Fax No. e-mail address linda_patry@live.ca

1. Provide a brief description of event/activity/project being applied for: (or attach on a separate sheet)

SEE ATTACHED

2. Please carefully review the attached checklist for this fund and comply with them fully in order to avoid disqualification.

Start date of event/activity/project: MAY 15, 2017 Completion date of event/activity/project: OCT. 31, 2017 (both start and completion dates of project must be shown)

Total cost of the event/activity/project: \$12,000.00 Amount of support requested from this Fund: (Max. \$5,000) \$5,000.00 Will your project be able to continue if funds awarded are less than those sought from this Fund? [X] Possibly

For grants over \$500.00 the Municipality of Jasper requires a written report and accounting of the funds within ninety (90) days of the completion date of the event/activity/project, together with a financial statement of the project, and a statement of social benefits achieved.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.

Signature of applicant or authorized officer of group

April 26/2017 Date

** Is your Application complete? Did you attach the required information? ** **See attached check sheet. All boxes must be completed before application is forwarded to the Municipality**

Forward completed application form to: Director of Culture & Recreation, Municipality of Jasper, PO Box 1539, Jasper, AB T0E 1E0. Deadlines for applications: Prior to 4 p.m. March 31st and September 30th.

This information is being collected by the Municipality of Jasper for requests for financial support from this Fund. It is protected by the privacy provisions of the FOIP Act. If you have any questions about the collection of this information, contact the Director of Finance & Administration, e-mail: nmalenchak@town.jasper.ab.ca or telephone 780-852-6511.



Community and Economic Development Fund Application Checklist – Applications OVER \$500.00 To Be Completed By Applicant Prior to Submission

Please check each box completed



Eligibility

- Jasper Community Non-Profit Group, or
 Jasper Resident, or
 Local Organization

Applications

To be considered, funding applications must:

1. Complete the "Request for Support" application form.
2. Include a brief description of the event, project or activity for which funding is being requested, and a detailed budget of what the funds will be used for
3. Include a clear statement of the benefit the project or activity will provide to the residents of Jasper including such details as:
 - The need for the project, and the means by which that need has been identified
 - How many people will be positively affected and how
 - A cost-benefit illustration of the value of the project
 - A description of the tools and methodology proposed to evaluate project success and impacts, both immediately and long-term
 - The extent of duplication or enhancement (if any) of the project or activity with others currently in the community; and special considerations that deserve mention.
 - How it supports Council's Strategic Priorities. (Preference given to projects that support Council priorities)
4. Be accompanied by a statement of expected revenues and expenditures for the project;
5. Include a list of all other **confirmed** funding sources to be applied to the project
6. Include a list of all funding sources applied for unsuccessfully or pending
7. include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc



8. In the case of **groups or organizations**, application must be accompanied by:

- current **statement of operations** and **statement of financial position**
- proof of non-profit status if applicable.

Definition: *Statement of Operations or statement of financial activity – summarizes revenues and expenditures over a period of time. It also shows the net profit or loss.*

Definition: *Statement of Financial Position or Balance Sheet Demonstrates business worth (assets equal to the sum of liability and equity).*

Grant Funds

- The grant application **shall not exceed \$5,000** in any one year. The selection committee may select grants of lesser value or reduce proposed grant allocations per applicant.
- No applicant may receive more than one grant from this fund per calendar year.
- Application must be received by Municipality prior to March 31 and September 30 deadline.

Maximum total grant funding available to all grant applicants is \$12,500.00 for the March 31 intake. The total Municipal grant fund is \$25,000.00 per year.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.

Prohibitions

Community and Economic Development Funds **shall not** be used for:

- Not** for debt retirement, deficit reduction and/or retroactive funding
- Not** for projects or activities advancing specific moral or religious points of view
- Not** for projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper).
- Not** for sponsorship for events/tournaments
- Not** for annual or ongoing funding. First or second year of funding only, a two-year gap in funding required if successful prior two years.
- Not** be Municipality of Jasper departments, publicly-funded agencies and for-profit groups (any organization that receives public money as their main source of funding).
- Not** be combined with other Jasper municipal funding/donations applications.

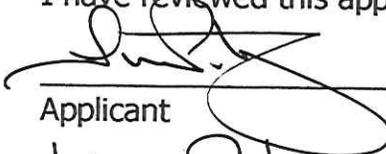


Reporting

- If re-applying and were successful in past years, applicant met reporting requirements of past grants.
- All required documentation must accompany the application form. (The application will be returned to the group for compliance before any consideration of the application is entertained)

Checklist Signatures of Complete Application, and Municipal Review

I have reviewed this application and checklist - it is complete:



Applicant
LINDA PATRY

Print Name

April 26/2017

Date

I have reviewed this application and checklist submission - it is complete:



Municipality of Jasper Administration
Natasha Matenchuk

Print Name

July 12, 17

Date

The Tom McCready memorial arena was set up when the Cottonwood Corrals Association was established in 1990. Over the years, association members have maintained the arena on a voluntary basis. The arena is the only enclosed space where members and visitors can safely train and work horses. The association hosts clinics, lessons and the Therapeutic Riding program which provides an opportunity for disabled children to experience the physical, emotional, social and spiritual benefits of working with horses.

Despite the best efforts of our members, the surface of the arena has deteriorated to the point where it is now unsafe for both horses and humans, preventing the expansion of the Therapeutic program and the introduction of new programs that will increase the user base and provide opportunities for Jasperites to experience the proven physical and emotional benefits of working with horses.

Changes in Parks Canada requirements for manure management and ongoing requirements for upkeep of the water system have not allowed us to build an adequate reserve for this project.

The estimated budget for the required work is as follows:

Removal of existing footing and surface preparation - 28 hours at 125 per hour, machinery and operator	\$ 3500.00
Sand - including delivery	\$ 6000.00
Spreading levelling and harrowing- labor and machinery	\$ 2500.00
Total Cost of project	<u>\$12,000</u>

Potential Sources of Funding:

Donation of Machine and Labour for preparation:	\$ 1200.00
Donation of machine and Labour for Spreading and Leveling - Jasper Heritage Rodeo	\$ 1200.00
Application (pending) Alberta Equestrian Federation	\$ 2000.00
Application (pending) Jasper Healthcare Foundation	\$ 1500.00
Club Fundraising	\$ 250.00
Club donation from Reserve Fund	\$ 850.00
<u>Total Projected Funding:</u>	<u>\$7150.00</u>
Shortfall:	\$5000.00

We would like to apply for a grant in the amount of \$5000.00. A final accounting of the project will be provided and media arranged to highlight the Community Grant program and build interest and participation in community activities with our noble friend the Horse!

Fundraising Ideas:

Community Economic Development Grant
Project Proposal - Cottonwood Corrals Arena Improvements

Further to the grant application previously submitted, below is an addendum which specifically addresses some of the grant criteria required. It is hoped that council will recognize that many of the benefits of the project will be difficult to measure in numeric or economic terms; but have intrinsic value to the immediate horse community and the community at large.

1. How many people will be positively affected and how?

The Cottonwood Corrals association has 16 Active members and 25 Associate members. The Disabled riding program has 17 children registered. The disabled riding program has designated trained 'helpers' and parents involved. (approximately 32 individuals) It is our belief that improved footing in the arena will increase our membership and allow the Disabled Riding program to expand. It will also allow us to host additional clinics, increasing engagement. The physical, mental and emotional health of participants in horse assisted therapies reaches beyond the participant and makes for happier more relaxed families and this effects the community at large.

Cottonwood Corrals Members	16
Associate members	25
Disabled Riding program	17
Instructor	1
Immediate Family members	34
Helpers	5-10
<u>Clinic participants</u>	<u>10</u>

Total Current users 113

Cottonwood Corrals visitor paddocks have a 15% occupancy rate over the six months that they are available. (about 100 user nights)

Visitor Corral 100

Total 213

It is our hope that the improvements will increase engagement and membership in the Association, resulting in increased participation, increased clinics/experiences for club members and visitors; this will have spinoff economic impacts for the community and tourism.

2. A cost/benefit illustration of the value of the project.

Costs - See budget submitted

Benefits - See above.

It is very difficult to measure the benefits of a therapeutic riding program. How do you place a value on a the smile that lights up a child's face? A good nights sleep for a family that gets very few? A teenager that learns patience and compassion for others- both human and horse? A young adult that finds their life passion through their interaction with horses? An adult who finds the space to grieve and let go in the company of an equine companion?

3. A description of tools and methodology proposed to evaluate the project success and impacts., both immediate and long term.

The club will track Arena usage both short and long term. We will also survey arena users to determine if they feel the new footing improves their experience. We will also track program and clinic enrolment.

4. How it supports Councils Strategic Priorities;

Lets start at the beginning. Horses were an integral part of the exploration and establishment of Jasper National Park. The first explorers to this area arrived on horses. These horses carried them, their food and were both beasts of burden and companions to the earliest residents of Jasper. Supporting the equine community recognizes the history and development of our town.

Horses provide countless opportunities for lifelong learning, from a baby learning proprioception to a senior feeling the comfort of the soft breath of a horse on their cheek. Horses provide comfort, understanding, challenge, and riding helps develop balance, coordination and mind/body integration. Whether on the ground or in the saddle, horses help develop healthy minds and balanced bodies.

Memorable Visitor Experiences: Jasper is uniquely poised to develop memorable visitor experiences with horses. With a minimal investment in existing facilities, a untapped and unique visitor experience could be facilitated. The improvement of the Cottonwood Corrals arena is a first step to developing a unique and memorable visitor experience that will engage people holistically.

Healthy Community: Healthy community is multifaceted. Our communities mental, physical, fiscal and emotional and spiritual health can all be positively effected by the horse/human interface. As previously suggested, the healing capacity of horses is vast - when you touch one life - whether to bring peace, happiness, balance or joy - that experience has the capacity to assist the wellbeing of our families and of the greater community.

5. Other Confirmed Funding Sources: These are outlined in the budget previously submitted. Since the original submission we have a confirmed Grant of \$1000.00 from the Alberta Equestrian Federation.

6. Current Statement of Operations and Financial position. Attached is all that is produced for our members.

Testimonials:

Some random thoughts related to my experience with VTRA (Victoria Disabled Riding Program) as a horse handler. For me, working with the horses and being with them helps to get me out of my 'head' and whatever problems or concerns I happen to be dealing with in my life at the time. I am very 'present' when I am with them, just enjoying the moment and totally focused on what is 'right here, right now'. For our riders (who have a wide range of disabilities) I have observed that it gives them a sense of freedom and confidence. Seeing a kid who struggles to come into the barn on crutches or is in a wheelchair get up onto a big horse and ride - that is freedom! And it is an equalizer - on top of a horse, they no longer feel so different from others. Our horses are so tolerant, patient, gentle, goofy and resilient. Their distinct personalities allow us to connect with them and enjoy their uniqueness, as with each of our riders. Anyhow, there is a lot of magic that happens in our program. Kids who don't verbalize start saying 'walk on' during riding lessons. Or one little girl who couldn't communicate started drawing pictures of a white pony (Smudges) during art class. One severely handicapped young man smiles ear to ear the entire time he is riding (the only time his care giver said he ever smiles all week).

Anne Dickinson, Former Jasper resident, Park Interpreter and Park Warden.

I've seen horses in still confidence in young people who have lost the use of their limbs due to paraplegia. I have seen them help veterans from both the armed forces and police forces overcome their PTSD with companionship and confidence building. Over the years I have watched friends who have dreamed lifelong dreams of owning and enjoying horses not only make that dream a reality but also pass on their love for these wonderful creatures to their children who now also ride. They have come out of their shell and are participating in activities they were too shy to even think of participating in before working with their equine companions. For myself, I have found my horses therapeutic through some of the toughest years of my life. Through mourning the loss of loved ones and through my best friends moving away. I have gained comfort in their presence and confidence in our teamwork together through obstacles on treks and in the ring as competitors. I have had copious amounts of joy in rearing a foal and watching her learn and move on to a new family. I've had a broken heart from having to say goodbye to an old, constant friend. Horses are the balm to my soul. I love them. I am passionate about how important they are in our lives! . - Ann Marie Hill, Sundre, Alberta

Horses bring out the very best in a person, they teach you patience (or try to!), humility, communication skills and finding joy in the simplest things in life. I couldn't imagine life without them! - Colleen Devry, Nightwind Arabians, Bruderheim, Alberta

Horses require structure and patience. 2 things I am not a natural at, but that has improved since working with horses. If either is missing they will confront you with it. -Anja HaakMeester, Wales

Horses have their ups and downs but one thing remains the same your horse will always show you who you are. I learn from my horses on a daily basis how to be a better person, how to better take care of myself so that I can take care of them, how to communicate better so that I am understood whether verbally or physical. Horses make me want to learn, they enrich my life and fascinate me. Who is not in awe of the beauty of the horse? A beauty so true so free, that is what we see in the horse. - Trisha Bentley, diagnosed with PTSD and Rheumatoid arthritis in 2012.

CORPORATE ACCESS NUMBER # 504140021
FINANCIAL REPORT 2016
FISCAL YEAR JAN 31/16 to JAN 31/2017

	Expenses	Income	Opening Balance	2015 Expenses	2015 Income	2016 Expenses	2016 Income	Investments
Opening Bank Balance			\$ 4,290.05					GIC to mature July 28, 2017 ** \$ 2,300.30
Water Meter								** \$ 2,220.78
Manure disposal	\$ 3,675.00			\$ 3,675.00		\$ 3,675.00		
AEF Affiliate	\$ 75.00			\$ 75.00		\$ 75.00		
AEF Members				\$ 550.00		\$ -		
CAPRI Insurance	\$ 350.00			\$ 350.00		\$ 350.00		
Parks Land rent	\$ 157.50			\$ 157.50		\$ 157.50		
Water Permit	\$ 24.50			\$ 24.50		\$ 24.50		
Bank Charges	\$ 37.17			\$ 32.52		\$ 37.17		
Water start up /shut down	\$ 100.00					\$ 100.00		
Corral transfer fee					\$ 3,000.00	\$ -	\$ -	
Misc - postage/photo copies, returns etc	\$ 40.65	\$ 2,220.78		\$ 21.00		\$ 40.65	\$ 2,220.78	
Arena costs/visitor corral	\$ 350.18			\$ 40.00		\$ 590.18		
Active Membership	\$ -	\$ 2,100.00			\$ 2,100.00	\$ -	\$ 2,100.00	
Associate Membership		\$ 1,650.00			\$ 1,340.00		\$ 1,650.00	
AEF from Members		\$ -			\$ 550.00		\$ -	
Visitor Corral		\$ 1,200.00			\$ 200.00		\$ 1,200.00	
CN Grant							\$ -	
less AEF Members								
total	\$ 5,050.00	\$ 7,170.78		\$ 4,925.52	\$ 7,190.00	\$ 5,050.00	\$ 7,170.78	
year end operating bank balance			\$ 6,410.83		\$ 4,190.00		\$ 4,950.00	

This Financial Statement has been reviewed & approved by:

Name:

Signature

Position
Date

President

CORPORATE ACCESS NUMBER # 504140021
FINANCIAL REPORT 2015
FISCAL YEAR JAN 31/15 to JAN 31/2016

	Expenses	Income	Opening Balance	2014 Expenses	2014 Income	2015 Expenses	2015 Income
Opening Bank Balance			\$ 2,025.57				
Water Meter							
Manure disposal	\$ 3,675.00			\$ 3,675.00		\$ 3,675.00	
AEF Affiliate	\$ 75.00			\$ 75.00		\$ 75.00	
AEF Members	\$ 550.00			\$ 750.00		\$ 550.00	
CAPRI Insurance	\$ 350.00			\$ 325.00		\$ 350.00	
Parks land rend	\$ 157.50			\$ 157.50		\$ 157.50	
Water line Startup	\$-			\$ 283.50		\$-	
Bank Charges	\$ 32.52			\$ 20.55		\$ 32.52	
water permit	\$ 24.50			\$ 24.50		\$ 24.50	
Corral transfer fee		\$ 3,000.00		\$ 3,000.00			\$ 3,000.00
Misc.	\$ 21.00			\$ 29.32		\$ 21.00	
Arena costs	\$ 40.00			\$ 284.92		\$ 40.00	
Active Membership		\$ 2,100.00			\$ 2,050.00		\$ 2,100.00
Associate Membership		\$ 1,340.00			\$ 1,290.00		\$ 1,340.00
AEF from Members		\$ 550.00			\$ 750.00		\$ 550.00
Visitor Corral		\$ 200.00			\$ 915.00		\$ 200.00
CN Grant		\$-			\$ 1,000.00		\$-
less AEF Members							
Total	\$ 4,925.52	\$ 7,190.00		\$ 8,584.19	\$ 6,005.00	\$ 4,925.52	\$ 7,190.00
Year end operating bank balance			\$ 4,290.05				

Policy B-017

Received
March
23/17
ym

REQUEST FOR FINANCIAL SUPPORT FROM
COMMUNITY AND ECONOMIC DEVELOPMENT FUND

Name of Group or Applicant: Jasper Park Cycling Association

If non-profit organization, provide Incorporation or Society number: 5017062992

Mailing Address of Group or Applicant: PO Box 2763 Jasper AB P.C. T0E 1E0
(Cheque and correspondence will be mailed to the address shown)

Name of Contact Person: Matt Staneland Position/Title: Chair

Phone No. 780-852-9715 Fax No. _____ e-mail address matt.staneland@jasperparkcycling.com

1. Provide a brief description of event/activity/project being applied for: (or attach on a separate sheet)

Please see attached.

2. Please carefully review the attached checklist for this fund and comply with them fully in order to avoid disqualification.

Start date of event/activity/project: April 2017 Completion date of event/activity/project: April 2018
(both start and completion dates of project must be shown)

Total cost of the event/activity/project: \$ 200,000.00

Amount of support requested from this Fund: (Max. \$5,000) \$ 5000.00

Will your project be able to continue if funds awarded are less than those sought from this Fund? Yes No

For grants over \$500.00 the Municipality of Jasper **requires** a written report and accounting of the funds within ninety (90) days of the completion date of the event/activity/project, together with a financial statement of the project, and a statement of social benefits achieved.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.


Signature of applicant or authorized officer of group

March 22 2017
Date

**** Is your Application complete? Did you attach the required information? ****
****See attached check sheet. All boxes must be completed before application is forwarded to the Municipality****

Forward completed application form to: Director of Culture & Recreation, Municipality of Jasper, PO Box 1539, Jasper, AB T0E 1E0. Deadlines for applications: Prior to 4 p.m. March 31st and September 30th.

This information is being collected by the Municipality of Jasper for requests for financial support from this Fund. It is protected by the privacy provisions of the FOIP Act. If you have any questions about the collection of this information, contact the Director of Finance & Administration, e-mail: nmalenchak@town.jasper.ab.ca or telephone 780-852-6511.

APPROVED: January 8, 2002
REVISED: August 17, 2016
Mydocs/forms/cmtty dev. fund



Community and Economic Development Fund Application Checklist – Applications OVER \$500.00 To Be Completed By Applicant Prior to Submission

Please check each box completed



Eligibility

- Jasper Community Non-Profit Group, or
- Jasper Resident, or
- Local Organization

Applications

To be considered, funding applications must:

- 1. Complete the "Request for Support" application form.
- 2. Include a brief description of the event, project or activity for which funding is being requested, and a detailed budget of what the funds will be used for
- 3. Include a clear statement of the benefit the project or activity will provide to the residents of Jasper including such details as:
 - The need for the project, and the means by which that need has been identified
 - How many people will be positively affected and how
 - A cost-benefit illustration of the value of the project
 - A description of the tools and methodology proposed to evaluate project success and impacts, both immediately and long-term
 - The extent of duplication or enhancement (if any) of the project or activity with others currently in the community; and special considerations that deserve mention.
 - How it supports Council's Strategic Priorities. (Preference given to projects that support Council priorities)
- 4. Be accompanied by a statement of expected revenues and expenditures for the project;
- 5. Include a list of all other **confirmed** funding sources to be applied to the project
- 6. Include a list of all funding sources applied for unsuccessfully or pending
- 7. include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc



8. In the case of **groups or organizations**, application must be accompanied by:

- current **statement of operations** and **statement of financial position**
- proof of non-profit status if applicable.

Definition: *Statement of Operations or statement of financial activity – summarizes revenues and expenditures over a period of time. It also shows the net profit or loss.*

Definition: *Statement of Financial Position or Balance Sheet Demonstrates business worth (assets equal to the sum of liability and equity).*

Grant Funds

- The grant application **shall not exceed \$5,000** in any one year. The selection committee may select grants of lesser value or reduce proposed grant allocations per applicant.
- No applicant may receive more than one grant from this fund per calendar year.
- Application must be received by Municipality prior to March 31 and September 30 deadline.

Maximum total grant funding available to all grant applicants is \$12,500.00 for the March 31 intake. The total Municipal grant fund is \$25,000.00 per year.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.

Prohibitions

Community and Economic Development Funds **shall not** be used for:

- Not for debt retirement, deficit reduction and/or retroactive funding
- Not for projects or activities advancing specific moral or religious points of view
- Not for projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper).
- Not for sponsorship for events/tournaments
- Not for annual or ongoing funding. First or second year of funding only, a two-year gap in funding required if successful prior two years.
- Not be Municipality of Jasper departments, publicly-funded agencies and for-profit groups (any organization that receives public money as their main source of funding).
- Not be combined with other Jasper municipal funding/donations applications.



Reporting

- If re-applying and were successful in past years, applicant met reporting requirements of past grants.
- All required documentation must accompany the application form. (The application will be returned to the group for compliance before any consideration of the application is entertained)

Checklist Signatures of Complete Application, and Muncipal Review

I have reviewed this application and checklist - it is complete:



Applicant

March 22 2017

Date

Matt Standard

Print Name

I have reviewed this application and checklist submission - it is complete:



Municipality of Jasper Administration

July 10, 2017

Date

Natasha Malenckak

Print Name

Executive Summary

Mountain biking is a very popular recreational activity, especially in Jasper National Park, home to over 200km of cross country trails. It is a sport that is accessible to all age groups, has many positive health and wellness benefits and fosters strong connections between the participants and the outdoors.

The latest trend in mountain biking is the construction of mountain bike skills parks. Skills parks provide a variety of features where riders can learn and practice skills in a controlled area. There has been an increase in municipal bike parks in Alberta, and especially British Columbia. The nearest example is in the neighboring community of Hinton, AB which has seen benefits in recreation for residents, and an increase in cycle tourism to the community. The Jasper Park Cycling Association is proposing to build a mountain bike skills park within the Municipality of Jasper boundaries.

The JPCA has four main objectives for the bike skills park which directly align with the Jasper Community Sustainability Plan as well as Council's Strategic Priority of promoting Jasper as a healthy community:

1. To improve the quality of life for the residents of the MOJ and visitors.
2. To provide educational opportunities for local riders and visitors.
3. To foster environmental stewardship and sustainable recreational practices (lifelong cyclists make great environmental stewards).
4. To promote and increase tourism in Jasper National Park.

In June 2014, the Town Council of the Municipality of Jasper approved in principal the creation of a bike skills park in this location. Approval of the management plan and the use of the parcels of land was granted by Council and Parks Canada between May and July 2016.

Cost projections for the design and construction of the bike skills park are estimated to be between \$200,000 and \$300,000. The costs associated with building the park include; planning, site preparation and construction. The JPCA will actively seek donations, grants and volunteer contributions to minimize costs and pay for the construction of the park.

The JPCA seeks to enter into a joint operational agreement for the park with the Municipality of Jasper, which would see both parties be responsible for different aspects of the parks maintenance and risk management.

The Jasper Bike Park will be designed for all levels of riders. It will be an area where both children and families who are interested in cycling can meet and play. Once constructed the yearly maintenance costs are far lower than the costs associated with other recreational facilities in Jasper. Yearly costs could be in the \$10,000 - \$30,000 range. The Bike Park will offer free entry, so it is not a direct revenue creator but revenue for the municipality can be generated by hosting summer mountain bike camps, using the Bike Park as the key feature for teaching, and skills development. In terms of usage versus cost, the bike park has the potential to positively impact the lives of many Jasper residents and visitors a fraction of the yearly cost of other recreational facility. Being a new product offering, it will also enhance the marketing potential for Jasper to draw in first time visitors or give cyclists a reason to visit again, driving more visitation from this demographic.

Ideally design and site preparation will be done in the spring of 2017 with construction in the fall of 2017 or spring of 2018. This will depend on fundraising success and contractor availability.

Once construction is complete, random head counts can be taken to assess how many cyclists are using the park. A survey can be conducted to determine the following;

- Resident vs non-resident
- Age
- New to cycling or years experience
- Did the individual travel to Jasper to experience the Bike Park

The funds obtained thru the Community Development Fund will be used to hire an Executive Director for the JPCA that will report directly to the JPCA Board of Directors. The ED's agenda will be to push forward on grant writing, dealing with the two levels of government in Jasper and maintaining continuity for the bike park planning process.

With an ongoing investment from the municipality and a fund raising initiative lead by the JPCA, the reality of providing and excellent, unique, low cost and sustainable recreational experience for residents and tourists alike is within reach.

Expected Revenues & Expenditures

****Estimates Including GST****

Revenue

Grants	\$120,000.00
In Kind Donations	\$40,000.00
Fundraising / Sponsorship	\$40,000.00
<hr/>	
Total	\$200,000.00

Expenditures

Design	\$10,000.00
Building Material	\$80,000.00
Labor	\$50,000.00
Machine Time	\$50,000.00
Signage	\$10,000.00
<hr/>	
Total	\$200,000.00

Confirmed Donors

<u>Company</u>	<u>Amount</u>
Fiddle River	\$ 1,000.00
Mount Robson Inn	\$ 2,000.00
Bears Paw	\$ 3,000.00
Hostelling Intl	\$ 5,000.00
Downstream	\$ 2,000.00
Beckers Chalets	\$ 1,000.00
Alex Diamond	\$ 250.00
Ruddy Construction	\$ 1,000.00
Snowboard Club	\$ 2,100.00
Vicious	\$ 1,000.00
Jasper House	\$ 5,000.00
Jasper Electric	\$ 1,000.00
Triage Medical	\$ 500.00
Kinder Morgan	\$ 500.00
Total	\$25,350.00

In Kind Donations Confirmed

Parks Canada – Work crew to cut and clear trees and brush for 2-3 days.

Watt Construction - 40 Hours of Machine and operator time.

Alternate Sources of Funding Applied For

Servus Credit Union – unsuccessful

Lions Club – pending

Rotary – agreed to help with fundraising efforts locally.

Jasper Volunteer Fire Brigade - pending

JPCA Finances 2015				
Beginning Cash				\$1,040.78
Deposits	Membershi	Events	Other	
June	\$389.34	\$300.00		
July	\$1,039.43			
August	\$222.78			
September	\$175.51			
CN Grant			\$500.00	
Total Depo	\$1,827.06	\$300.00	\$500.00	\$2,627.06
Expenses				
Insurance	\$560.00			
Total Expenses				\$560.00
End Cash				\$3,107.84
Assets			Liabilities	
Cash	\$3107.84		Acc Pay	\$0.00
Total Asset	\$3107.84		Total Liab	\$0.00

JPCA Finances 2016					
Beginning Cash					\$3,107.84
Deposits	Membership	Events	Corp Spon	Other	
November	\$111.18				
April	\$192.39				
May	\$229.24			\$1,002.25	
June	\$789.65		\$500.00		
July	\$664.22	\$230.00			
August	\$101.59				
September			\$500.00		
October	\$27.37	\$585.25		\$745.80	
Total Deposits	\$2,115.64	\$815.25	\$1,000.00	\$1,748.05	\$5,678.94
Expenses					
Insurance	\$941.62				
Website	\$128.50				
Clothing	\$4,680.85				
Total Expenses	\$5,750.97				\$5,750.97
End Cash					\$3,035.81
Assets			Liabilities		
Cash	\$3035.81		Acc Pay	\$0.00	
Clothing	\$1524.00				
Acc Rec	\$242.50				
Total Assets	\$4802.31		Total Liab	\$0.00	

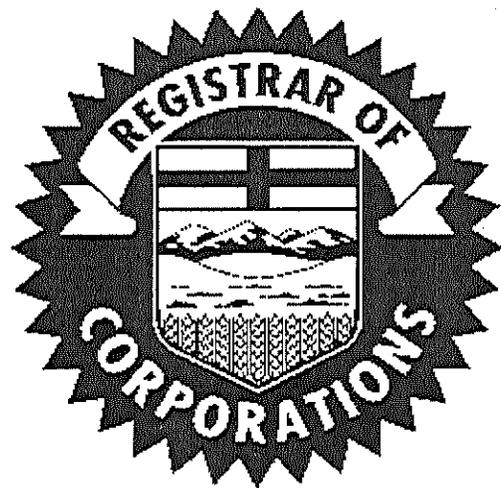
CORPORATE ACCESS NUMBER: 5017062992

**Government
of Alberta ■**

SOCIETIES ACT

**CERTIFICATE
OF
INCORPORATION**

**JASPER PARK CYCLING ASSOCIATION
WAS INCORPORATED IN ALBERTA ON 2012/10/04.**





Community and Economic Development Fund Application Checklist – Applications OVER \$500.00 To Be Completed By Applicant Prior to Submission

Please check each box completed



Eligibility

- Jasper Community Non-Profit Group, or
 Jasper Resident, or
 Local Organization

Applications

To be considered, funding applications must:

1. Complete the "Request for Support" application form.
2. Include a brief description of the event, project or activity for which funding is being requested, and a detailed budget of what the funds will be used for
3. Include a clear statement of the benefit the project or activity will provide to the residents of Jasper including such details as:
 - The need for the project, and the means by which that need has been identified
 - How many people will be positively affected and how
 - A cost-benefit illustration of the value of the project
 - A description of the tools and methodology proposed to evaluate project success and impacts, both immediately and long-term
 - The extent of duplication or enhancement (if any) of the project or activity with others currently in the community; and special considerations that deserve mention.
 - How it supports Council's Strategic Priorities. (Preference given to projects that support Council priorities)
4. Be accompanied by a statement of expected revenues and expenditures for the project;
5. Include a list of all other **confirmed** funding sources to be applied to the project
6. Include a list of all funding sources applied for unsuccessfully or pending
7. Include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc



8. In the case of **groups or organizations**, application must be accompanied by:

- current **statement of operations** and **statement of financial position**
- proof of non-profit status if applicable.

Definition: *Statement of Operations or statement of financial activity – summarizes revenues and expenditures over a period of time. It also shows the net profit or loss.*

Definition: *Statement of Financial Position or Balance Sheet Demonstrates business worth (assets equal to the sum of liability and equity).*

Grant Funds

- The grant application **shall not exceed \$5,000** in any one year. The selection committee may select grants of lesser value or reduce proposed grant allocations per applicant.
- No applicant may receive more than one grant from this fund per calendar year.
- Application must be received by Municipality prior to March 31 and September 30 deadline.

Maximum total grant funding available to all grant applicants is \$12,500.00 for the March 31 intake. The total Municipal grant fund is \$25,000.00 per year.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.

Prohibitions

Community and Economic Development Funds **shall not** be used for:

- Not for debt retirement, deficit reduction and/or retroactive funding
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- Not for projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper).
- Not for sponsorship for events/tournaments
- Not for annual or ongoing funding. First or second year of funding only, a two-year gap in funding required if successful prior two years.
- Not be Municipality of Jasper departments, publicly-funded agencies and for-profit groups (any organization that receives public money as their main source of funding).
- Not be combined with other Jasper municipal funding/donations applications.



Reporting

- If re-applying and were successful in past years, applicant met reporting requirements of past grants.
- All required documentation must accompany the application form. (The application will be returned to the group for compliance before any consideration of the application is entertained)

Checklist Signatures of Complete Application, and Municipal Review

I have reviewed this application and checklist - it is complete:


 _____ _____
 Applicant Date

Jacqueline Delisle, The Yellowhead Regional Arts Festival Society

 Print Name

I have reviewed this application and checklist submission - it is complete:

_____ _____
 Municipality of Jasper Administration Date

 Print Name

REQUEST FOR FINANCIAL SUPPORT FROM
COMMUNITY AND ECONOMIC DEVELOPMENT FUND

Name of Group or Applicant: The Yellowhead Regional Arts Festival Society

If non-profit organization, provide Incorporation or Society number: 5012062039

Mailing Address of Group or Applicant: Box 6086 Hinton, Alberta P.C. T7V 1X6
(Cheque and correspondence will be mailed to the address shown)

Name of Contact Person: Jacqueline Delisle Position/Title: Executive Director

Phone No. 780-865-0962 Fax No. N/A e-mail address yrafsociety@gmail.com

1. Provide a brief description of event/activity/project being applied for: (or attach on a separate sheet)

YRAF Society would like to offer more creative workshops, drop in sessions, and learning opportunities to the members of Jasper.

We believe in fostering community, and artistic and creative growth to all ages, abilities, skill levels.

2. Please carefully review the attached checklist for this fund and comply with them fully in order to avoid disqualification.

Start date of event/activity/project: 06/01/2017 Completion date of event/activity/project: 05/30/2018
(both start and completion dates of project must be shown)

Total cost of the event/activity/project: \$ 54,000
Amount of support requested from this Fund: (Max. \$5,000) \$ 5,000
Will your project be able to continue if funds awarded are less than those sought from this Fund? Yes No

For grants over \$500.00 the Municipality of Jasper **requires** a written report and accounting of the funds within ninety (90) days of the completion date of the event/activity/project, together with a financial statement of the project, and a statement of social benefits achieved.

Preference will be given to applicants that have pursued other funding opportunities prior to applying to this grant fund.

Signature of applicant or authorized officer of group

March 30, 2017

Date

**** Is your Application complete? Did you attach the required information? ****
****See attached check sheet. All boxes must be completed before application is forwarded to the Municipality****

Forward completed application form to: Director of Culture & Recreation, Municipality of Jasper, PO Box 1539, Jasper, AB T0E 1E0. Deadlines for applications: Prior to 4 p.m. March 31st and September 30th.

This information is being collected by the Municipality of Jasper for requests for financial support from this Fund. It is protected by the privacy provisions of the FOIP Act. If you have any questions about the collection of this information, contact the Director of Finance & Administration, e-mail: nmalenchak@town.jasper.ab.ca or telephone 780-852-6511.

YELLOWHEAD REGIONAL ARTS FESTIVAL
SOCIETY

FINANCIAL STATEMENTS

For the year ended December 31, 2016

(Unaudited – See Notice to Reader)

Notice to Reader

I have compiled the balance sheet of the Yellowhead Regional Arts Festival Society as at December 31, 2016 and the statement of operations and surplus for the year then ended from information provided by the organization. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

Glen Guebert

Accountant

Hinton, Alberta

February 24, 2017

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

BALANCE SHEET

As at December 31, 2016
(Unaudited – See Notice to Reader)

ASSETS

Current:

Cash in Bank	\$ 14,080
Accounts receivable	-
GST receivable	<u>789</u>
Total Assets	\$ <u>14,869</u>

LIABILITIES

Current:

Accounts payable	226
------------------	-----

FUND BALANCES

Unrestricted Funds	<u>14,643</u>
	14,643
Total Liabilities & Fund Balances	\$ <u>14,869</u>

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

STATEMENT OF OPERATIONS & DEFICIT

For the year ended December 31, 2016

(Unaudited – See Notice to Reader)

REVENUE:

Grant – Town of Hinton	\$	14,400
Registrations		3,192
Donations		2,124
Run in the Rockies		900
Journey into Christmas		3,781
Sponsorships		2,800
Fundraisers		3,376
AFA Grant		2,964
Kids' Camp Registration		2,190
Workshop Registrations		1,256
Interest		<u>2</u>
	\$	36,985

EXPENSES:

Executive Director Wage	\$	17,864
Festival expenses		3,589
Adjudicators		4,279
Website		303
Rent		2,177
Lighting/Sound		150
Office/telephone expense		3,411
Printing & Promo		1,254
Advertising		2,732
Workshop expenses		2,796
Journey into Christmas		474
Professional fees		220
Travel		<u>96</u>
	\$	39,345

Net Surplus (Deficit) for the year \$ **(2,360)**

Surplus, Beginning of Year 17,003

Surplus, End of Year \$ 14,643

Jasper Community and Economic Development Fund
Presented by YRAF Society
March 31, 2017

The Yellowhead Regional Arts Festival Society provides the opportunity for participants of all ages, skills, and abilities to hone their creative skills in a fun and encouraging atmosphere.

Our organization hosts a strong band event that brings in over 1,500 people from across the Yellowhead region, including many residents of Jasper. We believe that by enhancing this program, we can **positively affect over 1,000 Jasper residents**. We have held this event in Jasper in the past, and wish to hold it, and other programs like it again in the future. We believe that by bringing more workshops and adjudication opportunities to Jasper, it will enhance the already vibrant arts community.

You'll find a detailed budget attached. We have applied for funding from the Hinton Community Grant Program (\$18,000 – received amount in full), as well as the Alberta Foundation for the Arts (\$7,000 – pending). We wish to expand this project further into Jasper. 100% of the funds received from the Jasper Community and Economic Development Fund will go towards bringing artistic and creative programming to the Jasper community (primarily focusing on youth). We are well on our projected route to create a self-sustaining model for Hinton, and wish to create a similar model for Jasper as well.

The \$5,000 grant will be spend as follows with YRAF matching the funds:
\$5,000 Workshop Instructors and Adjudicators (Alberta Artists and Musicians)
\$2,000 Programming Fees
\$1,000 Venue Rental Fees
\$1,200 Advertising Fees
\$ 800 Printing Fees

The immediate impact would be to creative and **foster creative community spirit**. The long term impact will be using these funds to help us create a self sustaining model in the future, so that we can continue to bring programming like this to the Jasper community for years to come.

We feel **the need for our organization is strong in the community**. As we begin to offer more programming in Jasper, it has been well received in the community, especially by the high school and elementary school musical programs. We have had success enhancing the Jasper Arts Community in the past, and have worked hard to build a strong relationship with the members in the community. Our band and speech events in Jasper are some of our strongest areas of our entire organization, and we have no doubt that more workshops and creative opportunities in our education atmosphere would be well received within the community.

Thank you for consideration of these grant funds.

SOCIETY ANNUAL RETURN

IMPORTANT INFORMATION

- This form will be rejected if not properly completed.
- An annual return and required attachments must be filed each year with the Registrar of Corporations. Failure to do so will result in the cancellation of your Society's registration

1. SOCIETY NAME **YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY**

2. ADDRESS OF REGISTERED OFFICE OF THE SOCIETY
**118 SHERWOOD STREET
 HINTON, ALBERTA
 T7V 1P4**

NOTE:

If there has been a change in the address as listed, a Notice of Change of Address (REG 3016) must be completed and filed with the Registrar of Corporations within 15 days of the date of the change.

3. CORPORATE ACCESS NUMBER **5012062039**

4. THE SOCIETY'S DATE OF INCORPORATION IS 2005 NOV 17
 Year Month Day

5. THIS RETURN COVERS THE YEAR ENDING 2014 NOV 30, WITH THE INFORMATION PROVIDED
 EFFECTIVE AS OF THAT DATE. Year Month Day

THE FOLLOWING ATTACHMENT MUST ACCOMPANY THIS RETURN:

A listing of all officers and directors with the name (last name, followed by given name), complete mailing address including postal code, and position held by each.

NOTICE OF INTENT TO DISSOLVE/STRIKE OFF

RE: BUSINESS CORPORATIONS ACT, SECTION 213

The 2014 annual return for the above society is now due. The 2013 annual return is one year past due and the 2012 annual return is two years past due. Please file the 2012 annual return by the end of April 2015. In accordance with legislation, failure to do so will result in the dissolution of this society.

Please ensure that this return is dated and signed by a director or authorized officer of the society.

DATE 01/09/2016	SIGNATURE 	TELEPHONE NO. 780-865-0962 Bus. Res.
---------------------------	--	---

Complete this form (no fee required) and return it to: Alberta Registries PO BOX 1007 STN MAIN EDMONTON AB T5J 4W6	Drop off your documents at: Alberta Registries Corporate Registry John E. Brownlee Building 10365 - 97 Street Edmonton, Alberta	For Information Call: Edmonton (780) 427-2311 All other areas call 310-0000 and ask for 427-2311
---	--	--

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Alberta Registries, Research and Program Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013.



The Yellowhead Regional Arts Festival

Box 6086 Hinton, AB T7V 1X6
Yraf2014@gmail.com 780-865-0962

2014/
2015

List of Directors

Karyn Klut – President

373 Boutin Avenue

Hinton, AB T7V 1A3

780-817-1334

Chiropractor

Gateway Chiropractic Clinic

Nancy Robbins – Treasurer

821 Miette Avenue

Jasper, AB T0E 1E0

780-740-3409

General Manager

Community Futures West Yellowhead

Jonathan Thornton – Director

Box 264

Jasper, AB T0E 1E0

780-820-0192

High School Band Teacher

Jasper High School

Cheri-Anne Yalte, - Director

102 Wolf Willow Cove

Hinton, AB T7V 0B2

780-816-0356

Retired Teacher

Morgan Roberts - Director

142 Sutherland Avenue

Hinton, AB T7V 1L8

780-740-3487

Business Advisor, and Business Visitation Coordinator

Community Futures West Yellowhead

Celebrating the Arts in our Region!

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2014

(UNAUDITED - SEE NOTICE TO READER)

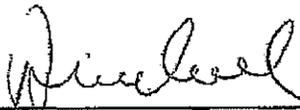
CHARTERED ACCOUNTANT[^]
11 - 107 Swanson Drive, Hinton, Alberta, T7V 1H1
Telephone (780) 865-7323 * Fax (780) 865-3834

NOTICE TO READER

On the basis of information provided by the organization, we have compiled the Statement of Financial Position of Yellowhead Regional Arts Festival Society as at December 31, 2014 and the Statements of Operations and Changes in Net Assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.



Bruce L. Deal Professional Corporation

Chartered Accountant

**Hinton, Alberta
June 5, 2015**

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

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DECEMBER 31, 2014
(UNAUDITED - SEE NOTICE TO READER)

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Notice to Reader	
Financial Statements	
Statement of Operations	1
Statement of Changes in Net Assets	2
Statement of Financial Position	3
Note to the Financial Statements	4

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

**STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2014
(UNAUDITED - SEE NOTICE TO READER)**

	\$
REVENUES	
Grant - Quality of Life	1,100
Events	2,862
Festival registration fees	2,845
Festival sponsorship	1,200
Workshops	190
	<hr/> 8,197
EXPENDITURES	
Advertising and promotion	1,524
Employee wages	12,210
Events	878
Festival expense	6,010
Festival scholarships	835
Interest and bank charges	12
Office	901
Telephone and internet (recovery)	(2)
Travel and meals	918
Website development	504
	<hr/> 23,790
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<hr/> (15,593)

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

**STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2014
(UNAUDITED - SEE NOTICE TO READER)**

BALANCE, BEGINNING OF YEAR	\$ 22,942
Excess (deficiency) of revenues over expenditures	(15,593)
BALANCE, END OF YEAR	7,349

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2014
(UNAUDITED - SEE NOTICE TO READER)

	\$
ASSETS	
CURRENT	
Bank	5,847
Accounts receivable	1,749
GST receivable	133
	<hr/>
	7,729
<hr/>	
LIABILITY	
CURRENT	
Accounts payable	380
	<hr/>
FUND BALANCES	
Unrestricted funds	7,349
	<hr/>
	7,349
	<hr/>
	7,729
	<hr/>

Approved on behalf of the board:

YELLOWHEAD REGIONAL ARTS FESTIVAL SOCIETY

**NOTE TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014
(UNAUDITED - SEE NOTICE TO READER)**

I. DEFERRED REVENUE

A Community Facility Enhancement grant in the amount of \$1,000,000 has been received for the "Theatre" project. This project has been abandoned because of the cost. The funds are being held and invested by the Town of Hinton until a decision is made for the use of these funds.

Jasper Community and Economic Development Fund
Presented by YRAF Society
March 31, 2017

The Yellowhead Regional Arts Festival Society provides the opportunity for participants of all ages, skills, and abilities to hone their creative skills in a fun and encouraging atmosphere.

Our organization hosts a strong band event that brings in over 1,500 people from across the Yellowhead region, including many residents of Jasper. We believe that by enhancing this program, we can **positively affect over 1,000 Jasper residents**. We have held this event in Jasper in the past, and wish to hold it, and other programs like it again in the future. We believe that by bringing more workshops and adjudication opportunities to Jasper, it will enhance the already vibrant arts community.

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We feel **the need for our organization is strong in the community**. As we begin to offer more programming in Jasper, it has been well received in the community, especially by the high school and elementary school musical programs. We have had success enhancing the Jasper Arts Community in the past, and have worked hard to build a strong relationship with the members in the community. Our band and speech events in Jasper are some of our strongest areas of our entire organization, and we have no doubt that more workshops and creative opportunities in our education atmosphere would be well received within the community.

Thank you for consideration of these grant funds.

A cost-benefit illustration of the value of the project.

YRAF hopes to be sustainable through workshops by 2018. The cost of the workshops this year will help us create a revenue stream for years to come. We launched our workshops in 2017 and so far have had a huge success with them. Hinton has contributed towards this project and it would be a wonderful partnership to include Jasper, as we already have thriving programs there that we would wish to expand upon. With these funds will be able to bring skilled workshop hosts from all over Alberta and BC to help expand artists' creativity and visions.

3. A description of tools and methodology proposed to evaluate project success and impacts, both immediately and long-term.

We keep extensive spreadsheets and documents to calculate the over all cost benefit of each program, and use that as a tool to see what works, and what could use additional fundraising and tweaking.

4. The extent of duplication or enhancement (if any) of the project or activity with others currently in the community, and special considerations that deserve mention.

We offer musical programming and workshops that both enhance and benefit the programs that already exist in Jasper. We look forward to hosting some of our workshops through the habitat for the arts, as well as many different school facilities, like we do with our current festival. We have a great relationship with local partners, and wish to foster this growth into something that with bridge the arts between Hinton and Jasper.

5. How it supports Council's Strategic Priorities. (Preference given to projects that support Council priorities).

Enhances and fosters community partnerships and relationships including Habitat for the Arts, Jasper High School, and Jasper Elementary School.

6. Include a list of "gifts in kind", eg; waiver of fees, support by municipal equipment or staff, etc.

We can always use volunteers for all of our program, and would welcome any gifts in kind that would be considered.

7. Not for projects or activities whose beneficiaries are solely or primarily outside Jasper (the project may occur outside the Municipality of Jasper's boundaries, however, the project must provide direct benefit to Jasper).

All funds will stay entirely in Jasper, and only support local initiatives. Hinton Council has contributed funds to the Hinton portion of our project, and we are asking Jasper for their support as well.

Municipality of Jasper

Motions List

Regular meeting, Tuesday, July 18, 2017



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, July 18, 2017 as presented.

3. Approval of Minutes

BE IT RESOLVED THAT Council approve the minutes for the July 4, 2017 regular Council meeting as presented.

4. Bylaw #203– Tax Rate Bylaw 2017 – 3rd reading

BE IT RESOLVED THAT Council read, for the third and final time, Bylaw #203, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the rates of taxation to be levied against assessable property within the Municipality of Jasper for the 2017 taxation year.

5. Bylaw #204 – Rotation of Ballots – 2017 Municipal Election – 3rd reading

BE IT RESOLVED THAT Council read, for the third and final time, Bylaw #204, being a bylaw of the Municipality of Jasper in the province of Alberta to provide for the printing of ballots in lots for the 2017 municipal election.

6. RFD – OUT Jasper funding a Rainbow Crosswalk

BE IT RESOLVED THAT Council support the installation of a rainbow colored crosswalk in Jasper funded by OUT Jasper.

7. RFD – 2017 municipal election – vote by special ballot

BE IT RESOLVED THAT Council authorize a Special Ballot process for the 2017 Municipal Election pursuant to the Local Authorities Election Act. Application for special ballots may be made to the returning officer by the following methods:

- a) in writing;
- b) by telephone;
- c) in person;
- d) by email.

8. RFD – 2017 municipal election – advance vote

BE IT RESOLVED THAT Council authorize an Advance Vote for the 2017 Municipal Election pursuant to the Local Authorities Election Act.

Municipality of Jasper

Motions List

Regular meeting, Tuesday, July 18, 2017



9. RFD – 2017 municipal election – institutional vote

BE IT RESOLVED THAT Council authorize an Institutional Vote for the 2017 Municipal Election pursuant to the Local Authorities Election Act.

10. 2017 Council meeting calendar – waiver of notice

BE IT RESOLVED THAT Council agree to waive the two-week public notice period to approve the revised 2017 Council meeting calendar.

11. 2017 Council meeting calendar

BE IT RESOLVED THAT Council approve the attached revised 2017 Council meeting calendar to include the Municipalities 101: The Essentials of Municipal Governance Elected Officials Education Program in Lacombe, Alberta on November 4th and 5th, 2017.

12. In camera – Deliberative matter and personnel matter

BE IT RESOLVED THAT Council move in camera to discuss a deliberative matter and a personnel matter at _____.

13. Revert to open meeting

BE IT RESOLVED that Council revert to open meeting at _____.

14. Adjournment

BE IT RESOLVED THAT, there being no further business, the regular meeting of July 18, 2017 be adjourned at _____ p.m.