

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

Date: October 1, 2019 | Time: 1:30 p.m.

Place: Quorum Room, Jasper Library and Cultural Centre



- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
  - 2.1 Regular meeting agenda, October 1, 2019 attachment
- 3 APPROVAL OF MINUTES**
  - 3.1 Regular meeting minutes, September 17, 2019 attachment
- 4 PRESENTATIONS**
  - 4.1 Yellowhead Regional Library – *Hank Smit, Karla Palichuk & Wendy Sears Ilnicki* attachment
  - 4.2 Phase II: Distribution Tariff Application – *Shelley Abram, ATCO Electric* attachment
  - 4.3 LED Street Lights for Jasper – *Kent Miller, ATCO Electric* attachment
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
- 7 REQUESTS FOR DECISION**
  - 7.1 RFD: Capital Funds for Multi-Purpose Hall Updates attachment
  - 7.2 RFD: Procurement Policy attachment
  - 7.3 RFD: Recycling Council of Alberta Conference request – *Councillor McGrath – waiver* attachment
- 8 BYLAWS**
  - 8.1 Bylaw Summary attachment
  - 8.2 Bylaw #219: Recreation Complex Renovation Phase 1 Borrowing Bylaw – *2<sup>nd</sup> reading* attachment
  - 8.3 Bylaw #220: WWTP Borrowing Bylaw – *2<sup>nd</sup> reading* attachment
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
  - 9.1 Friends of Jasper National Park – Request for Support, Parks Day attachment
  - 9.2 Municipal Complaints – *Art Laurensen* attachment
- 10 OTHER NEW BUSINESS**
- 11 COUNCILLOR REPORTS**
- 12 UPCOMING EVENTS**

**Oct. 8:** Intergovernmental meeting, Rotary Room, 1:30 pm  
**Oct. 16:** NETMA, Liquor Lodge (new location), 5-7 pm.  
**Oct. 22:** Organizational meeting, Quorum Room, following COTW meeting  
**Nov. 26:** Budget presentations, Quorum Room, 6 pm  
**Nov. 27:** Budget presentations, Quorum Room, 6 pm
- 13 ADJOURNMENT**

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

Municipality of Jasper  
**Regular Council Meeting Minutes**  
 Tuesday, September 17, 2019 | 1:30 p.m.  
 Quorum Room, Jasper Library and Cultural Centre

Present Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Bert Journault, Scott Wilson, Paul Butler and Jenna McGrath

Absent Councillor Helen Kelleher-Empey

Also present Mark Fercho, Chief Administrative Officer  
 Kayla Byrne, Legislative Services Coordinator  
 Gord Hutton, Buildings and Asset Manager  
 Natasha Malenchak, Director of Finance and Administration  
 Yvonne McNabb, Director of Culture and Recreation  
 Neil Jones, Licensing and Enforcement Manager  
 Fuchsia Dragon, Fitzhugh

Call to order Mayor Ireland called the meeting to order at 1:31 pm.

Additions to the Agenda #186/19 MOTION by Councillor Butler – BE IT RESOLVED that Council delete agenda item 7.8 Intergovernmental Agenda List; and add agenda item 12.1 In Camera: Intergovernmental Matter.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Approval of agenda #187/19 MOTION by Councillor Wilson – BE IT RESOLVED that council approve the agenda for the regular meeting of September 17, 2019 as amended.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Approval of regular minutes #188/19 MOTION by Councillor Journault – BE IT RESOLVED that council approve the minutes of the September 3, 2019 regular council meeting as presented.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Finance and Administration The Director of Finance and Administration provided the Municipality’s up-to-date financial statements, which included 2019 Municipal Sustainability Initiative (MSI) and Gas Tax Fund (GTF) allocations. Mrs. Malenchak and Mr. Fercho provided answers to questions from councillors.

Debenture Bylaw and Application Process – Recreation Complex #189/19 MOTION by Councillor McGrath – BE IT RESOLVED that Council approve a 15-year term for the Recreation Complex Renovation (Phase 1) Debenture.

FOR	AGAINST	
5 Councillors	1 Councillor (Mayor Ireland)	CARRIED

<p>Debenture Bylaw and Application Process – WWTP #190/19</p>	<p>MOTION by Councillor Butler – BE IT RESOLVED that Council approve a 15-year term for the Waste Water Treatment Plant Debenture.</p>						
	<table border="0"> <tr> <td style="padding-right: 40px;">FOR</td> <td>AGAINST</td> <td></td> </tr> <tr> <td>5 Councillors</td> <td>1 Councillor (Councillor Damota)</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		5 Councillors	1 Councillor (Councillor Damota)	CARRIED
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5 Councillors	1 Councillor (Councillor Damota)	CARRIED					
<p>Audit and Related Professional Services #191/19</p>	<p>MOTION by Councillor Wilson – BE IT RESOLVED that Council appoint Metrix Group LLP, Chartered Professional Accountants as auditors for the Municipality of Jasper for a five-year term.</p>						
	<table border="0"> <tr> <td style="padding-right: 40px;">FOR</td> <td>AGAINST</td> <td></td> </tr> <tr> <td>6 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
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<p>Recess</p>	<p>Mayor Ireland called a recess from 3:05 pm to 3:12 pm.</p>						
<p>Capital Funds for Multi-Purpose Hall Updates</p>	<p>Council gave notice that a request for decision regarding the expenditure of funds for the Multi-Purpose Hall moveable wall and ceiling tile replacement will return for decision at the next regular meeting.</p>						
<p>Replacement of Boiler #192/19</p>	<p>MOTION by Councillor Journault – BE IT RESOLVED that Council approve the expenditure of \$150,000 to replace the boilers at the Jasper Aquatic Centre (Option#2).</p>						
	<table border="0"> <tr> <td style="padding-right: 40px;">FOR</td> <td>AGAINST</td> <td></td> </tr> <tr> <td>2 Councillors</td> <td>4 Councillors (Councillors Damota, McGrath, Wilson &amp; Mayor Ireland)</td> <td style="text-align: right;">DEFEATED</td> </tr> </table>	FOR	AGAINST		2 Councillors	4 Councillors (Councillors Damota, McGrath, Wilson & Mayor Ireland)	DEFEATED
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<p>Replacement of Boiler #193/19</p>	<p>MOTION by Councillor Damota – BE IT RESOLVED that Council approve the expenditure of \$50,000 to replace the heat exchanger in a boiler at the Jasper Aquatic Centre (Option #1).</p>						
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<p>Bylaw Enforcement Services Staff Designation</p>	<p>Council discussed the possibility of new training for the Municipality’s Bylaw Enforcement Officers to become Community Peace Officer (CPO) Level 1– which is a higher level of certification than the CPO Level 2 designation Jasper’s Bylaw Enforcement Services Staff currently hold.</p> <p>Administration and Council discussed staff safety being the main consideration, and the desired service level being a secondary matter. Service levels could remain as is with the CPO Level 1 designation, or be reduced to a Municipal Compliance Officer level.</p> <p>Council will discuss this item further at an upcoming committee of the whole meeting.</p>						

Procurement Policy	After being reviewed by the Legislative Committee prior to today's meeting, Council gave notice that the Procurement Policy will return for decision at the next regular meeting.						
Bylaw Summary	Council received a summary of bylaws currently in force and those in various stages of readings in the Municipality.						
CN Rail Safety Week #194/19	MOTION by Councillor McGrath – BE IT RESOLVED that Council proclaim September 23 – September 29, 2019 Rail Safety Week.  <table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: left;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">6 Councillors</td> <td style="text-align: left;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
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Correspondence	The Yellowhead Regional Library Board notified its members that as of January 1, 2020 membership levies will increase by two per cent.						
Councillor McGrath	Councillor McGrath stepped out of the meeting at 5:14 pm.						
Councillor reports	Councillor Butler attended an Evergreens Foundation meeting. Councillor Butler would like to invite representatives from the Evergreens Foundation to give a presentation at an upcoming council meeting.  Councillor Journault participated in a teleconference meeting for the Trans-Canada Yellowhead Highway Association.  Mayor Ireland attended the opening of the interpretive geology garden at the Jasper Museum and Archives. Mayor Ireland also participated in an RC Strategies (Culture and Recreation Review) phone meeting; and spoke with Alberta NDP leader Rachel Notley during her recent trip to Jasper.						
Upcoming events	Council received a list of upcoming events.						
In Camera #195/19	MOTION by Councillor Damota – BE IT RESOLVED that Council move in camera at 5:20 pm to discuss agenda item 12.1 In Camera: Intergovernmental Matter.  <table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: left;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">5 Councillors</td> <td style="text-align: left;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		5 Councillors	0 Councillors	CARRIED
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Councillor McGrath	Councillor McGrath returned to the meeting.						
Meeting extension #196/19	MOTION by Councillor Damota – BE IT RESOLVED that Council extend today's meeting beyond four hours.						



# **YELLOWHEAD REGIONAL LIBRARY**



# Yellowhead Regional Library



- One of 7 library systems
- Established in 1971
- 54 municipalities
- 3 school divisions
- 290,000+ served

# Governance

- Public Libraries Act and Regulations
- Master Membership Agreement
- Board of Trustees: appointed by each municipality and school division
- Executive
  - Elected by the Board
  - Full governance power, with exceptions

# Revenue

- Master Membership Agreement Schedule C
  - 2018: \$4.30 per capita
  - 2019: \$4.30 per capita
- Based on the most recent population figure for the municipality from Alberta Municipal Affairs
- Municipality of Jasper: \$19,737.00
- Operating grant from Municipal Affairs Public Library Services Branch based on 2016 population figures

# Expenditures

## Collection Development and Support:

- 2019 materials allotment: \$0.75 per capita
  - Jasper Municipal Library: \$3,442.50
- Cataloguing and processing of material
- Material delivery

# Expenditures

**\$175,000**

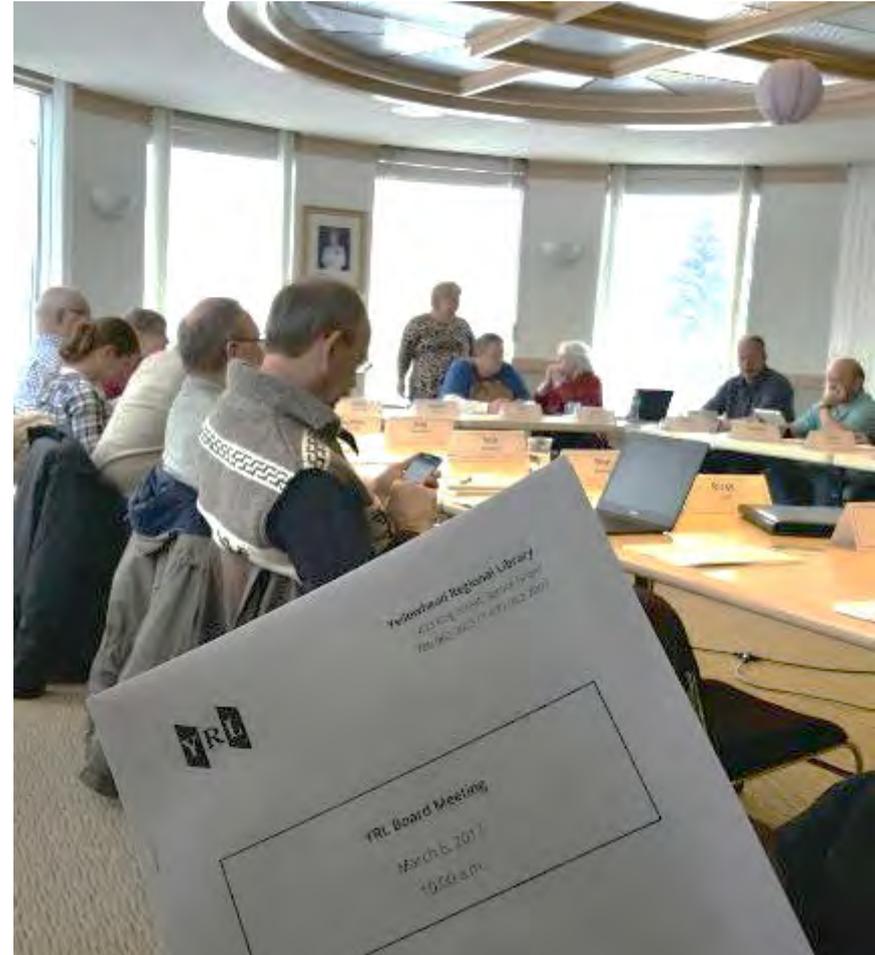
expenses for TRAC

**\$200,000**

spent on eResources by YRL



# Expenditures



# 2018 Statistics

## Jasper Municipal Library

- 52,212 in-library wireless sessions
- 3,959 eResources accessed
- 206 items checked out through ME Libraries
- 8,583 users > 18,421 sessions > 35,890 page views through [jasperlibrary.ab.ca](http://jasperlibrary.ab.ca)

# The year ahead

## Plan of Service 2019-2021

### Strategic Priorities:

- Provide quality services that support the priorities of—and challenges faced by—member libraries.
- Strengthen organizational capacity.
- Demonstrate value of YRL to its stakeholders.

# The year ahead

	2009	2014	2019	2020	2021
Chinook Arch	\$5.09	\$6.99	\$8.01	\$8.01	\$8.01
Marigold	\$4.50	\$5.25	\$6.06	TBD	TBD
Northern Lights	\$4.08	\$4.87	\$8.14	TBD	TBD
Parkland	\$4.03	\$7.50	\$8.25	TBD	TBD
Peace	\$3.15	\$5.50	\$6.37	TBD	TBD
Shortgrass	\$4.27	\$4.80	\$5.12	TBD	TBD
<b>Yellowhead</b>	<b>\$4.30</b>	<b>\$4.30</b>	<b>\$4.30</b>	<b>\$4.39</b>	<b>\$4.46</b>

**QUESTIONS?**

# YELLOWHEAD REGIONAL LIBRARY



Yellowhead Regional Library  
433 King Street  
Box 4270  
Spruce Grove, AB T7X 3B4  
780.962.2003  
877.962.2003  
[yrl.ab.ca](http://yrl.ab.ca)

# YELLOWHEAD REGIONAL LIBRARY

## Sharing resources – creating capacity

Yellowhead Regional Library's municipalities and school divisions in our region share a common belief: we can do more together. We benefit from the power of collaboration to serve communities, patrons, and offer enhanced library services.

### Who we are

There are many people who work to keep our library system running as smooth as the cover on a new book. Some of us will order that book for a member library at a discount, then process and catalogue it. Some of us will package that book then deliver it. Some of us will manage the online catalogue that we share with three other regional library systems, where that book and 3.2 million other items are available to our patrons.

It is our relationships and networks that make us stronger and relationship-building is an integral part of our efforts. Some of us will meet with the leaders of libraries, library systems and other organizations to strengthen relationships that allow us to expand our collections, our knowledge and ensure library system sustainability.

We work together for and with our stakeholders: member library staffs, municipal library trustees, school trustees, the YRL Board, council members and members of other groups and organizations.

### The value of YRL

YRL member libraries enjoy more services and capacity to serve their communities by being a part of our regional network. Less time dealing with the everyday behind-the-scenes library work that comes with acquisition, cataloguing, network infrastructure and library software management means more time better serving patrons. The professional support we offer comes from a staff with years of experience—and it only gets stronger as a result of our professional relationships and networks; the experience and practices we learn are shared with everyone.

In this package you will find more detailed information on aspects of YRL that you need to know. Whether you are a trustee talking about YRL at a municipal meeting, a new library staff member learning our services, an experienced staff member just brushing up, or anyone else vested in YRL and Alberta's libraries, you can get to know us better—and know how we serve our member libraries.

# MEMBERSHIP & GOVERNANCE

## A collaboration of municipalities and school divisions

### Membership

YRL's members range from summer villages with less than 200 people, to cities with more than 30,000 people, to school divisions that together have nearly 11,000 full-time equivalent (FTE) students. In all, 54 municipalities and three school divisions work together to bring more than 290,000 Albertans library services.

- Each municipality and school division has a say in YRL's direction with the appointment of a trustee that sits on our board.
- Trustees have full access to board and other committee meeting minutes, budget and financial information, and other resources that can help keep their municipal councils and boards informed of their membership in YRL.
- YRL is funded through a membership fee, currently at \$4.30 per capita for municipalities and \$13.95 per FTE student for school divisions.
- Fees are recommended by the board and approved by the members.

### Governance

YRL is governed by a board of trustees whose structure, powers and obligations are defined by the YRL Master Membership Agreement.

- The board is comprised of trustees appointed by each participating municipality and school division.
- The board governs the library system through its plan of service, policies and budget.
- Board trustees elect the chair, vice-chair and executive committee.
- The executive committee has full governance powers except for budget decisions, annual audit approval, and membership agreement changes.

# COLLABORATION & CONNECTIONS

## Opening the door to the provincial library community

### **Alberta Municipal Affairs Public Library Services Branch (PLSB)**

YRL is one of the 16 public library network nodes that cooperate with the PLSB in providing access to province-wide services. This collaboration provides YRL:

- An operating grant of \$4.70 per capita based on YRL's total municipal population.
- Resource sharing and access to the SuperNet.
- Funding and/or licensing for province-wide eResources.
- Access to ME Libraries, which allows patrons to use their home library card in public libraries across the province.

### **The Regional Automation Consortium (TRAC)**

TRAC is a partnership between four regional library systems: Marigold Library System, Northern Lights Library System, Peace Library System and Yellowhead Regional Library. It was created to provide the member libraries of the regions with an integrated library software system to streamline operations and increase access to materials.

- TRACpac, an online catalogue, provides access to the materials of 180 libraries.
- TRAC provides licensed eResources for use by all libraries in the consortium and other tools such as the TRACpac app.

### **The Alberta Library (TAL)**

YRL is a member of TAL, which is a consortium of public libraries, regional library systems, post-secondary and special libraries.

- TAL enables resource sharing by providing access to the collections of its members through TAL Online.
- The TAL Card provides on-site borrowing privileges to public library patrons at post-secondary libraries and post-secondary students at public libraries.
- TAL licenses eResources for its members and provides access to an online repository for libraries to share programming and training materials.

# BIBLIOGRAPHIC SERVICES

## Traditional library services made easy

### Who we are

Bibliographic Services is made up of acquisition and circulation staff, cataloguers, and drivers that collaborate to provide, prepare and deliver exceptional materials to our member libraries. We make bibliographic processes easier so our member library staff can dedicate time and effort to what matters most: serving their communities.

### Acquisitions

YRL provides an allotment fund for each member library to purchase books, audio-visual and other formats. Those that buy through YRL get large supplier discounts, free shipping, and can order at any time throughout the year.

- The municipal allotment is 75 cents per capita. The student allotment is \$1 per FTE student.
- Unexpended allotment funds are rolled over into the next fiscal year.
- Member libraries can add their own funds directly to their allotment fund or be invoiced directly for new purchases through YRL.
- Member public and school libraries receive an annual allotment statement and can access detailed acquisition reports online.

### Cataloguing and processing

YRL's staff handle all cataloguing requirements for our member libraries. We catalogue new titles, including ones purchased outside of YRL, into TRACpac.

- All catalogue entries follow the latest library cataloguing standards and classifications schemes.
- New items are made shelf-ready with barcodes, spine labels and protective covers.

## Delivery and interlibrary loans

YRL has a region-wide delivery system with dedicated vehicles and employees. We deliver new library materials, interlibrary loans and supplies as needed. YRL also ships interlibrary loans to other libraries within Alberta or Canada as part of our provincial resource sharing obligations.

- Member public libraries have at least one delivery per week.
- YRL places and monitors requests for interlibrary loans.

## Disc repair and supplies

YRL offers a free disc repair service that greatly extends the life of expensive audio-visual items such as Blu-ray discs, CDs, DVDs, and video games. We also have a variety of supplies that help our member libraries facilitate circulation of their collections.

- YRL cleans an average of 5,000 discs per year.
- Barcodes and patron library cards are provided at no cost.
- Member libraries may purchase at a discounted rate circulation supplies such as receipt printer rolls, spine labels and covers.

# CLIENT SERVICES

## The support source for libraries

### Who we are

Client Services is a group of librarians and IT administrators that work together to support the physical and virtual resources that are vital to our member libraries. We provide a wide range of consultative, training and technology services.

### Consultation

When library managers and staff have questions, Client Services Librarians provide the answers. We work collaboratively with our member libraries to help develop the best possible plans, workflows and solutions.

- *Collection development*  
From evaluations, inventories and weeding to recommendations and readers' advisory, we can help keep library holdings current and accessible.
- *Plan of Service facilitation*  
We work with library boards to gather feedback from residents through surveys and community meetings to identify meaningful service priorities.
- *Planning, programming and library operations*  
We provide information and recommendations on workflows, reporting, space planning, programming, policies and more.

### Training and professional development

We know everyone is busy so we make training as accessible and convenient as possible. We offer training on-demand by phone, via in-person sessions and workshops, and online through webinars, written guides and self-paced courses.

- *Polaris Integrated Library System (ILS)*  
From the fundamentals to comprehensive courses, we tailor our ILS training to the needs of the audience so that staff receive the applicable information they need to succeed.
- *eResources, devices and technology*  
We train and communicate regularly on eResources and related technology troubleshooting strategies so staff members are up-to-date on these popular offerings.
- *Annual conference*  
The YRL annual conference brings together board members, trustees and staff from public and school libraries across the Yellowhead region and beyond. It's an opportunity to network, attend a diverse selection of sessions—and have a little fun!

## Network and desktop support services

Member libraries that connect to Alberta's SuperNet via YRL have access to more services, including:

- Microsoft software license management for staff computers.
- Supply of Fortigate network hardware to ensure connectivity to the SuperNet and YRL network.
- Access point devices for wireless Internet service.
- Network security through anti-virus software and cloud backups of shared drives.
- Domain and website hosting and development.

## Library systems administration

The backbone of library operations is the ILS infrastructure. Client Services maintains all aspects of the TRAC network, hardware and software. We also:

- Customize settings for member libraries to reflect local library policies.
- Provide helpdesk services and after-hours emergency support.
- Represent YRL member library interests on TRAC groups.

# COLLECTIONS

## Satisfying curiosity and stimulating imagination

To enhance leisure time, promote lifelong learning and develop literacy skills, YRL has accessible and desirable collections for use by patrons and library staff.

### eResources

The demand for digital content has seen unprecedented growth. YRL enables member libraries to provide in-house and remote access to more resources than they could offer on their own.

- *Downloadable and streaming content*  
Patrons have an insatiable desire for immediate access to audiobooks, children's books, eBooks, magazines, movies, music, newspapers, and TV series. Client Services curates these collections and provides usage statistics so libraries know the demand and value of what is offered.
- *Research and reference*  
We offer a variety of databases for patrons to access articles and journals, travel, consumer and grant funding information, do-it-yourself resources, readers' advisory tools, and more.
- *Learning platforms*  
Whether you're looking to learn a new language or develop business, technology or creative skills, YRL offers eResources that provide thousands of courses and other learning materials.

### Programming kits

To save library staff time and energy, YRL provides ready-made kits to help support and inspire their programming.

- *Early literacy kits*  
Aimed at developing literacy skills for children from birth to 36-months old, these kits have fewer books and more interactive toys and tactile objects for creative, hands-on activities. Programming plans and tip sheets are also included to help parents be more involved in their child's development.
- *Makerspace kits*  
These kits provide hands-on, creative ways for patrons of all ages to explore: design, experimentation, building, and invention. Each kit has extensive documentation for library staff to develop STEAM-related (science, technology, engineering, art, math) programs.
- *Storytime kits*  
Designed to assist library staff present fun, interactive programs for children up to eight years old, these kits include program plans, resource guides, craft ideas and activity books.
- *Xbox kits*  
Libraries can borrow an Xbox 360 console, Kinect sensor, controllers, and games to offer in-library gaming programs that will attract both younger and older audiences.

## Special collections kits

Often, libraries have limits to their budgets and shelving capacities that precludes them from purchasing specialty collections. YRL has developed these kits to help bridge this gap.

- *Indigenous collection kits*  
Supplement local collections with materials on the history, traditions, culture and perspectives of First Nations, Metis and Inuit (FNMI) people. Many of the kits are aligned with Alberta Education's Programs of Study to help school librarians assist teachers incorporate FNMI content across subjects and grade levels.
- *World language kits*  
Books in other languages are often expensive or difficult to select. YRL offers collections of fiction and non-fiction titles in Chinese, Dutch, German, Russian, Spanish, and Tagalog for libraries to borrow and enhance their offerings to non-English speakers.
- *Read Alberta kits*  
This traveling kit features the annual award-winning titles from the Book Publishers Association of Alberta and the Writers' Guild of Alberta, and includes a promotional display.

The ATCO logo consists of the letters "ATCO" in a bold, white, sans-serif font. A thick yellow horizontal line is positioned directly beneath the letters. The background of the slide is a blue-tinted map of North America with a faint grid pattern.

**ATCO**

## **ATCO Electric**

**2019 Phase II – Distribution Tariff Application**

**Overview – New Rates**

**July 8, 2019**

# 2019 Phase II - Proposed New Rates

Rate	Description of Change
Small Technologies Rate	New D22 Small Technologies rate proposed (i.e.: street-crossings, signs, cable boosters, Wi-Fi attachments etc.). Charges will be ~48% lower versus D21 Commercial rate. ( <a href="#">Appendix 1</a> )
EV Level 3 Rate	New D23 EV Charging rate proposed as a Pilot. Charges will be ~\$15/charge versus \$55/charge on D21 Commercial rate. ( <a href="#">Appendix 2</a> )
Low Use Residential Rate	New D12 Low Use Residential rate proposed as optional (Customer Choice). Charges will be ~27% lower versus D11 Residential rate. ( <a href="#">Appendix 3</a> )
Time of Use Residential Rate	New D13 Time of Use Residential rate proposed as a Pilot with two blocks (On-peak and Off-peak). ( <a href="#">Appendix 4</a> )
Streetlight Rates Invest vs Non-Invest	Investment vs Non-Investment ratio now 1.7 to 1 versus previous ratio of 2.4 to 1. ( <a href="#">Appendix 5</a> )

# Appendix 1

## D22 Small Technologies Rate

- Small commercial sites (~2,000 sites consisting of streetcrossings, signs, bus shelters, Wifi attachments etc.) average use of ~0.4 kW but pay a minimum of 5 kW demand on existing D21 Commercial rate.
- New D22 Small Technologies, based on lower cost to serve (methodology similar to streetlight COS), reduces the Wires bill by ~48%.

<b>D22 Small Technologies vs D21 Commercial Monthly Bill Savings on 400 Watts</b>				
	<b>Low Use D22</b>	<b>Commercial D21</b>	<b>Savings \$</b>	<b>Savings %</b>
<b>Distribution</b>	\$42.0	\$55.4	(\$13.5)	-24.3%
<b>Transmission</b>	\$7.8	\$40.8	(\$33.1)	-81.0%
<b>Total</b>	\$49.7	\$96.3	(\$46.5)	<b>-48.3%</b>

- Other DFOs are considering a low commercial rate as well, EPCOR has an unmetered rate in place.
- Recommendation to move all ~2,000 sites to new D22 Small Technologies rate which should increase customer satisfaction.

# Appendix 2

## D23 Electric Vehicle Charging Rate

- Currently, low Load Factor (< 1%) and high Demand (~50 kW) results in Electric Vehicle (EV) Level 3 charge as too expensive on existing D21 Commercial rate.
- A Pilot Level 3 EV rate based on energy charge can reduce bills and incent usage.

<b>D23 EV Charging rate vs D21 Commercial rate</b>			
<b>Monthly Bill Savings on 12 charges/month (approx 200 kWh/month)</b>			
	<b>EV Charging D23</b>	<b>Commercial D21</b>	<b>Savings</b>
<b>Distribution</b>	\$106.1	\$379.9	(\$273.8)
<b>Transmission</b>	\$74.1	\$284.6	(\$210.5)
<b>Total</b>	\$180.2	\$664.5	(\$484.3)

<b>Average per Charge</b>	<b>\$15.0</b>	<b>\$55.4</b>	<b>(\$40.4)</b>
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- No Level 3 stations in service area and limited data for other Utilities. Rate based on high level assumptions. Recommend introducing D23 EV rate as a Pilot rate subject to re-evaluation and amendment, as required.

# Appendix 3

## D12 Low Use Residential Rate

- Low use residential customers using <50 kWh pay as much as \$47/month due to minimum \$44 monthly customer charge.
- Low Use rate option targeted to prosumers, providing an option thereby increasing customer satisfaction and minimize grid defection.

		Small Residential D12	Residential D11	Savings \$	Savings %
1	Distribution Customer	\$22.1	\$44.3	(\$22.1)	
2	Distribution Energy	<u>\$11.5</u>	<u>\$1.9</u>	<u>\$9.5</u>	
3=1+2	Distribution Total	\$33.6	\$46.2	(\$12.6)	-27.3%
4	Transmission	\$1.1	\$1.1	\$0.0	\$0.0
5=3+4	Total	\$34.7	\$47.3	(\$12.6)	<b>-26.7%</b>

- By lowering the customer charge (monthly fixed fee) and increasing the energy charge, a small residential customer can save ~27% on their bill.
- Customers would be required to call in and ask for this rate to switch.

# Appendix 4

## D13 Time of Use Residential Rate

- Time of Use residential rate proposed as a Pilot on Grande Prairie area (maximum of 2,000 customers based on AMI role out).
- Two-Blocks proposed: On-Peak 16:00 to 21:00 each day and Off-Peak on remaining hours.

<b>D13 Time of Use Residential Rate</b>			
	<b>Customer Charge per Month</b>	<b>Energy Charge ¢/kW.h</b>	
		<b>On Peak</b>	<b>Off Peak</b>
<b>Transmission Charge</b>	\$0.0	7.52 ¢	3.01 ¢
<b>Distribution Charge</b>	<u>\$44.3</u>	<u>13.85 ¢</u>	<u>5.54 ¢</u>
<b>Total Charge</b>	<u>\$44.3</u>	<u>21.37 ¢</u>	<u>8.55 ¢</u>

- Rate proposed to provide customers an opportunity for bill savings and improve customer satisfaction.

# Appendix 5

## Streetlight Rates Invest vs Non-Invest

- Streetlight rates historically seen as high. Phase II will bring rates down (-15% in total) due to decrease in streetlight maintenance costs.
- Gap between Invested D61B and Non-invested D61E is too high (per Operations group) – currently the ratio is approx. 2.4 to 1.

Compare D61 Streetlights Proposed vs Existing Monthly Bills (T&D) on 150 Watts					
	Streetlights	Proposed	Existing	\$ (Dcr)/Inc	%age (Dcr)/Inc
1	Invested 61B	\$32.0	\$40.9	(\$8.9)	-21.7%
2	Non-Invested 61E	\$18.8	\$17.4	\$1.4	8.0%

Ratio Inv vs Non-Inv 1/2

1.7 : 1

2.4 : 1

- Based on updated COS, recommendation to decrease Invested D61B charge by 22% and increase Non-Invested D61E charge by 8%.
- Approximately 60% of streetlights are Invested. Tightening gap to 1.7:1 should incent movement towards Invested Streetlight rate D61B.

A photograph of a vast cornfield stretching to the horizon. The sky is a gradient of blue and purple, suggesting a sunset or sunrise. The corn plants are in the foreground, and the field recedes into the distance. The text 'ATCO' is overlaid on the left side of the image, with a yellow underline.

**ATCO**

**Thank you**



**ATCO**

# LED STREET LIGHTS FOR JASPER

What is the LED Conversion Multiplier and how does it apply to you?

# LED CONVERSION MULTIPLIER

---

- Alberta Utilities Commission (AUC) approved a multiplier rate for the conversion of HPS to LED
- D61B invested street lights
- LED Conversion Multiplier (LCM) applied in place of a capital contribution
- Contract will be filed with the AUC prior to construction
- Current LCM rate – 6.7%



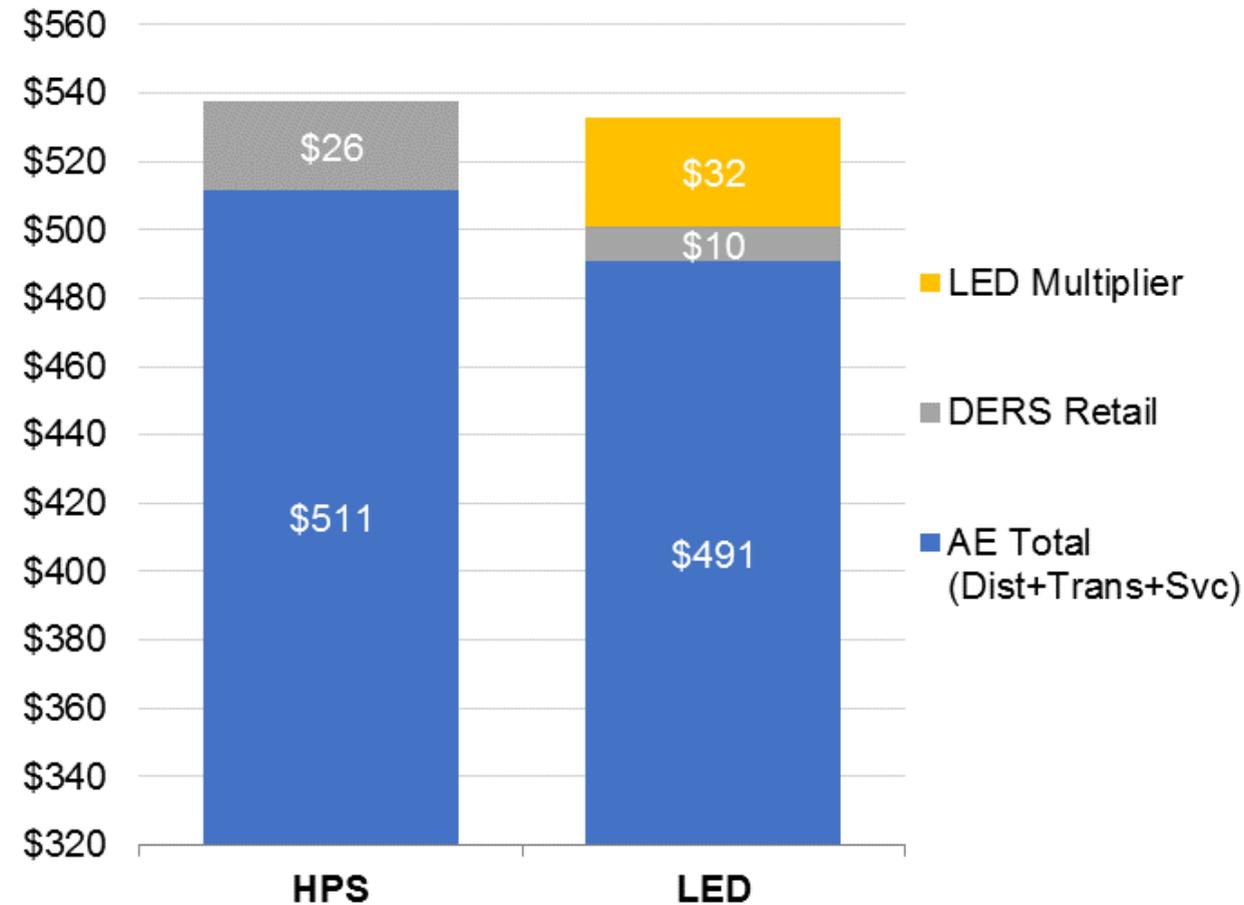
# LED CONVERSION MAINTENANCE MULTIPLIER

LED Conversion bill adjustment	=	$\frac{\text{LED Conversion Cost} - \text{LED Maintenance Cost Savings}}{\text{Rate D61B Distribution Charge}}$
Where:		
D61B Fixture Charges (2018/04/01)	=	$\begin{aligned} & \$1.3102/\text{fixture}/\text{day} * 365 \text{ days} * 1 \text{ fixture} \\ & = \$478.22 \end{aligned}$
LED Capital Conversion Cost	=	$\frac{\text{Annualized conversion costs for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$
	=	$\frac{\$1,055,700 / \text{yr}}{20,379 \text{ Fixtures}} = \$51.80 \text{ per fixture per year}$
LED Maintenance Savings	=	$\frac{\text{Annualized cost savings for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$
	=	$\frac{\$398,774 / \text{yr}}{20,379 \text{ Fixtures}} = \$19.57 \text{ per fixture per year}$
Therefore:		
LED Conversion Multiplier	=	$\frac{\$51.80 - \$19.57}{\$478.22} = 6.7\%$
* Numbers above might vary due to rounding		

ATCO's calculation is based on the eligible 20,379 HPS D61B fixtures to be converted to LED technology.

# MULTIPLIER CHANGE IN BILLING

Annual Customer Bundled Bill for a 100 W HPS Fixture  
Converted to LED



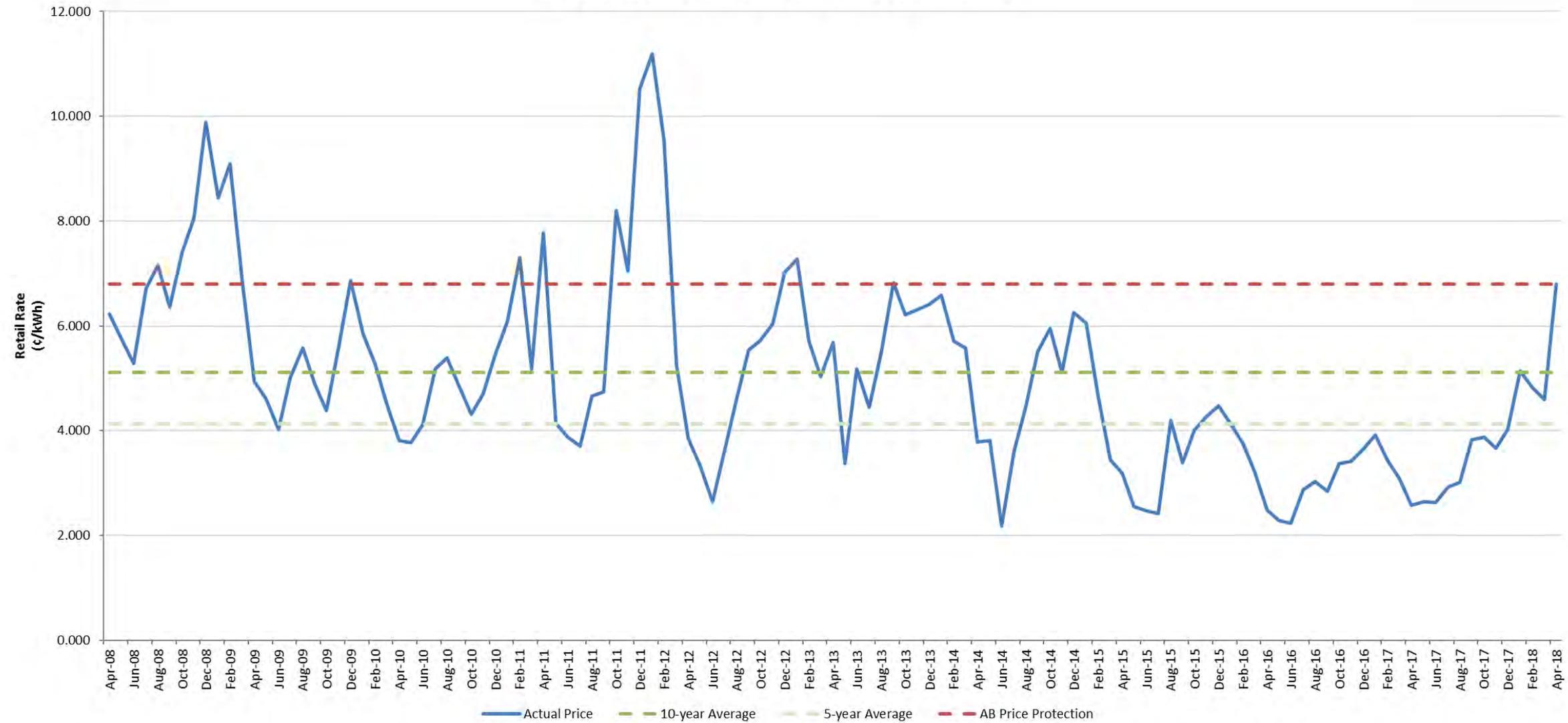
- 🪙 HPS annual total is **\$538**
- 🪙 LED annual total (with Multiplier) is **\$533**
- 🪙 Annual difference is **-\$5**

Based on 100W HPS and 38W LED Invested Street Light Rate. Wire charges based on current interim 2019 Distribution Rates (effective 01/01/19) plus current approved Rider B, Rider G and Rider S (effective 01/01/19). Retailer charges are based on retailer energy rate of 5.956 cents/kWh (DERS RRO effective 02/01/19)

\*This year depiction is assuming the retailer energy rate stays at the above rate for a year. \*All values used in the graphs have been rounded.

# CONVERSION COST OR CREDIT

Direct Energy Regulated Services  
10 year Historical Retail Rate for Lighting



\*Direct Energy Regulated Services retailer rates for lights  
<http://www.auc.ab.ca/Pages/current-rates-electric.aspx>

# STREETLIGHT INVENTORY IN JASPER

HPS WATTAGE	LED WATTAGE	INVESTED STREET LIGHTS
100	38	211
150	73	142

# PROGRAM AVAILABILITY

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- Approximately 20,000 invested street lights
- Majority must be converted to LED
- Estimating 3 to 5 years
- AUC approval is required to remove multiplier
- After multiplier is removed, invested street light rate will be adjusted to reflect any remaining capital costs and maintenance savings

# QUESTIONS

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The ATCO logo is displayed in a bold, white, italicized sans-serif font. A thick yellow horizontal line is positioned directly beneath the letters. The logo is set against a background of a vast cornfield under a blue sky with light clouds. The entire image has a semi-transparent blue overlay.

***ATCO***

**Thank you**



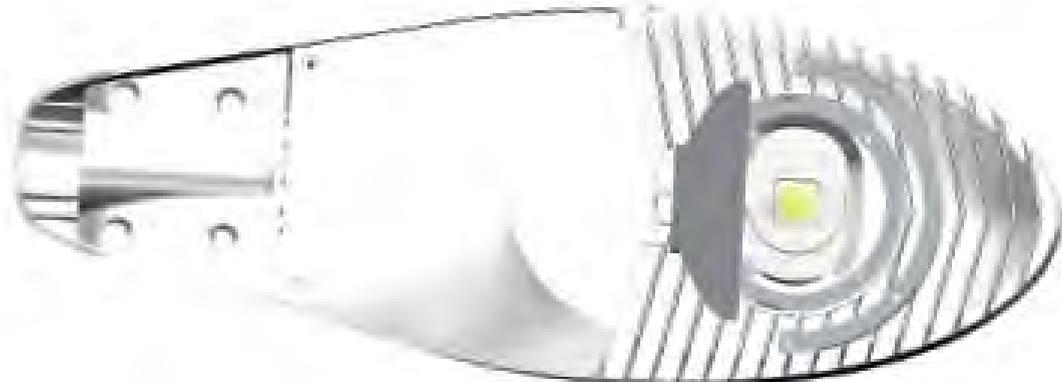
# LED CONVERSION

**ATCO**  
ALWAYS THERE. ANYWHERE.

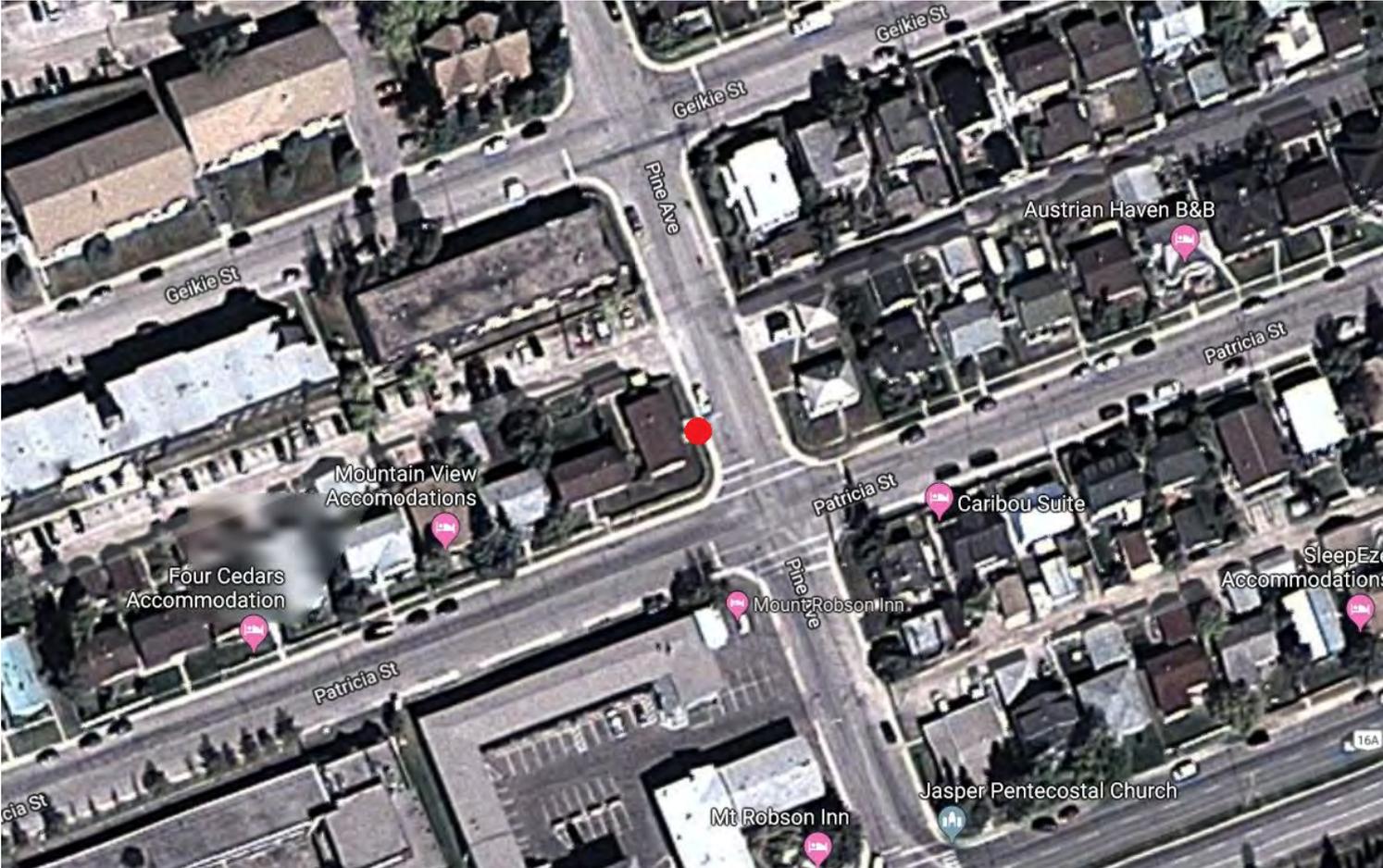
# DARK SKY COMPLIANT L.E.D. STREET LIGHTS



# LUMICAN COBRAHEAD SMALL BODY



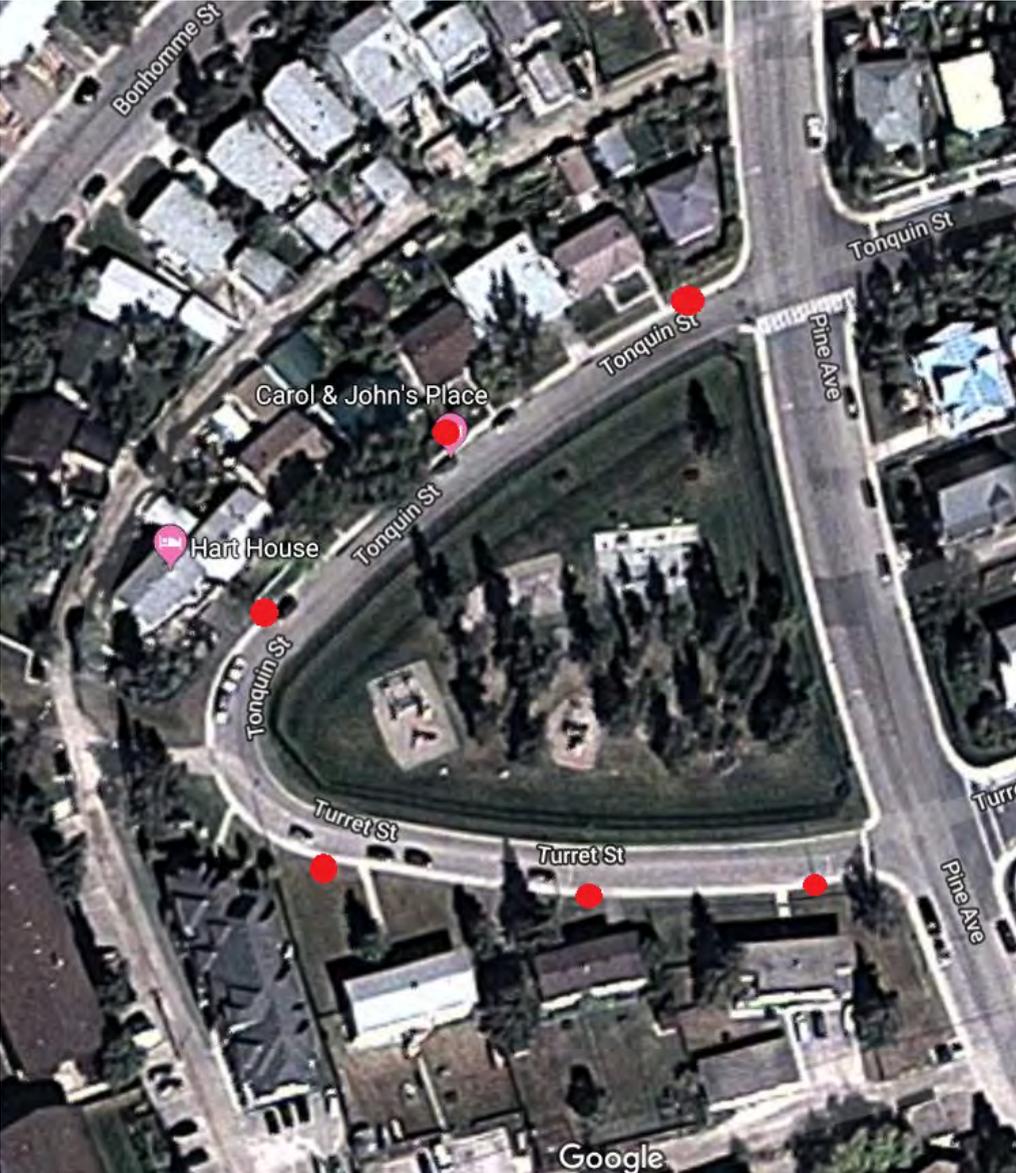
201 PINE



201 PINE



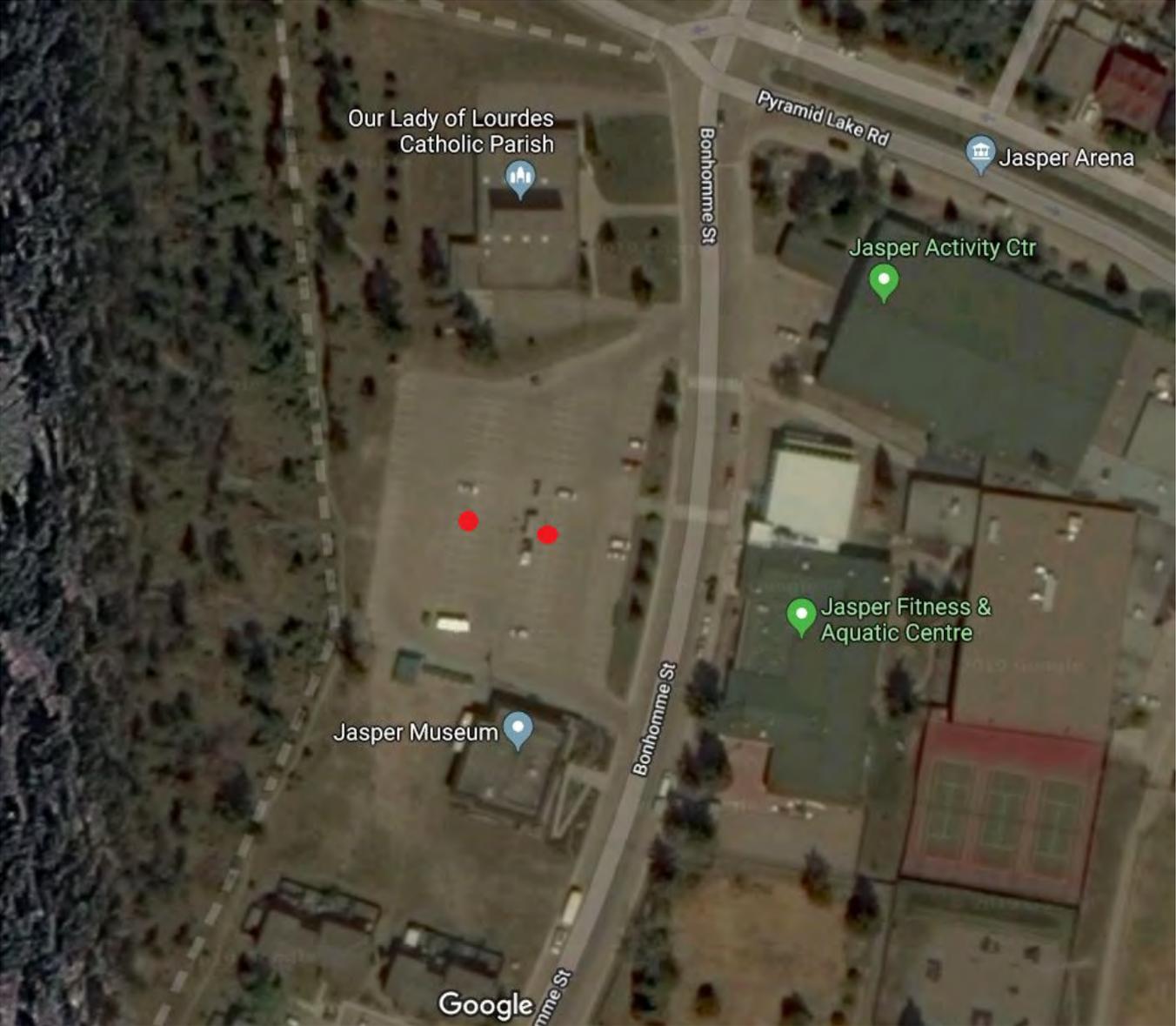
# LIONS PARK



LIONS PARK



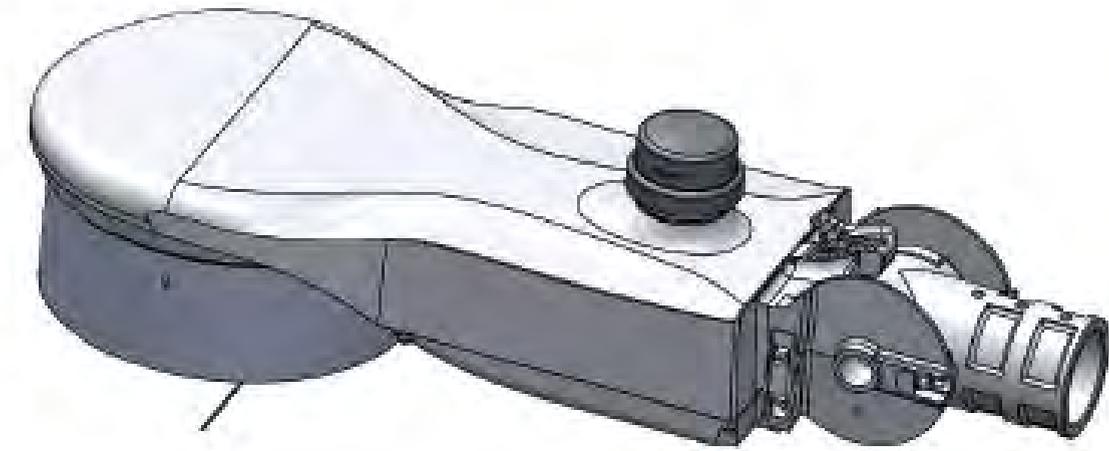
# ACTIVITY CENTER



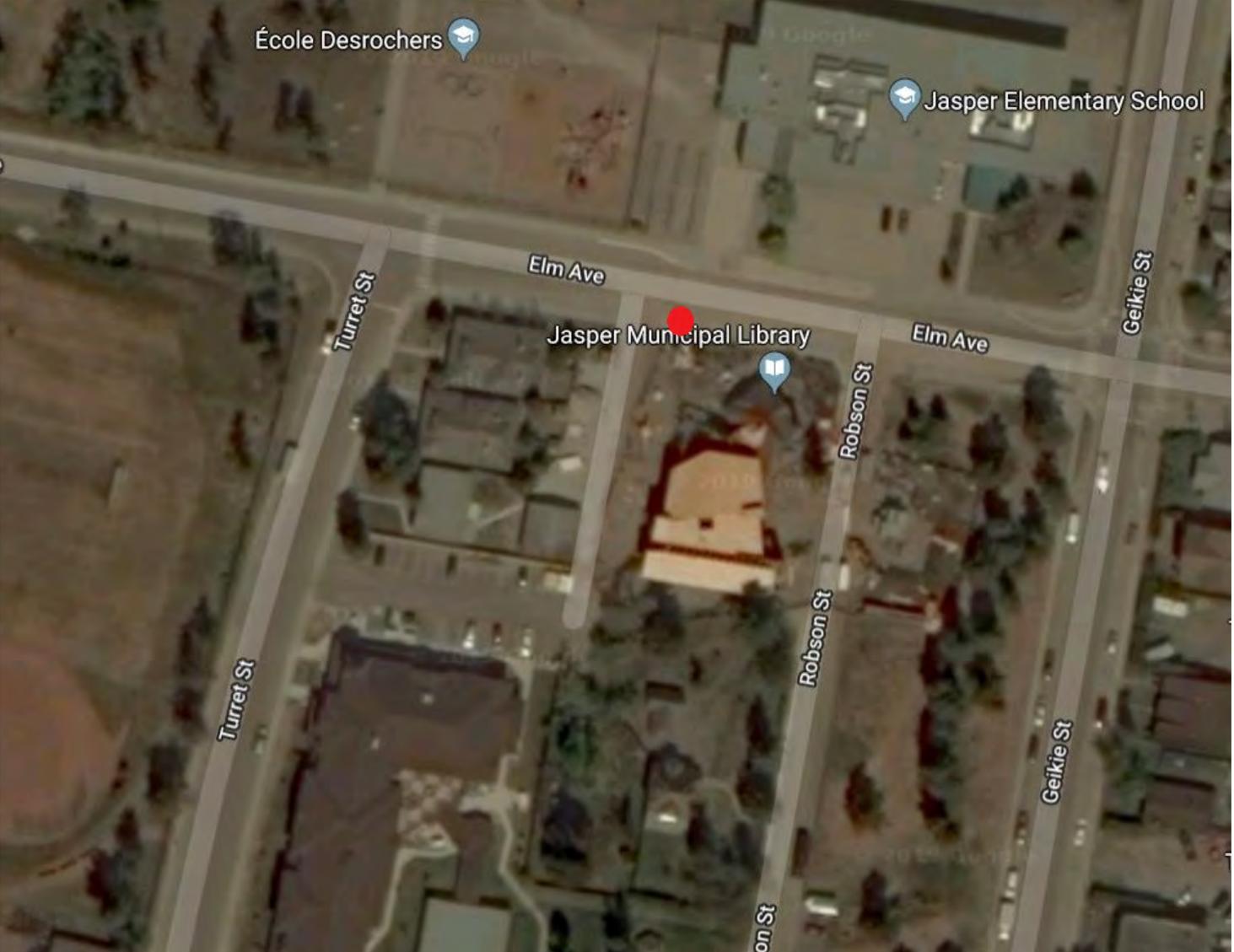
# ACTIVITY CENTER



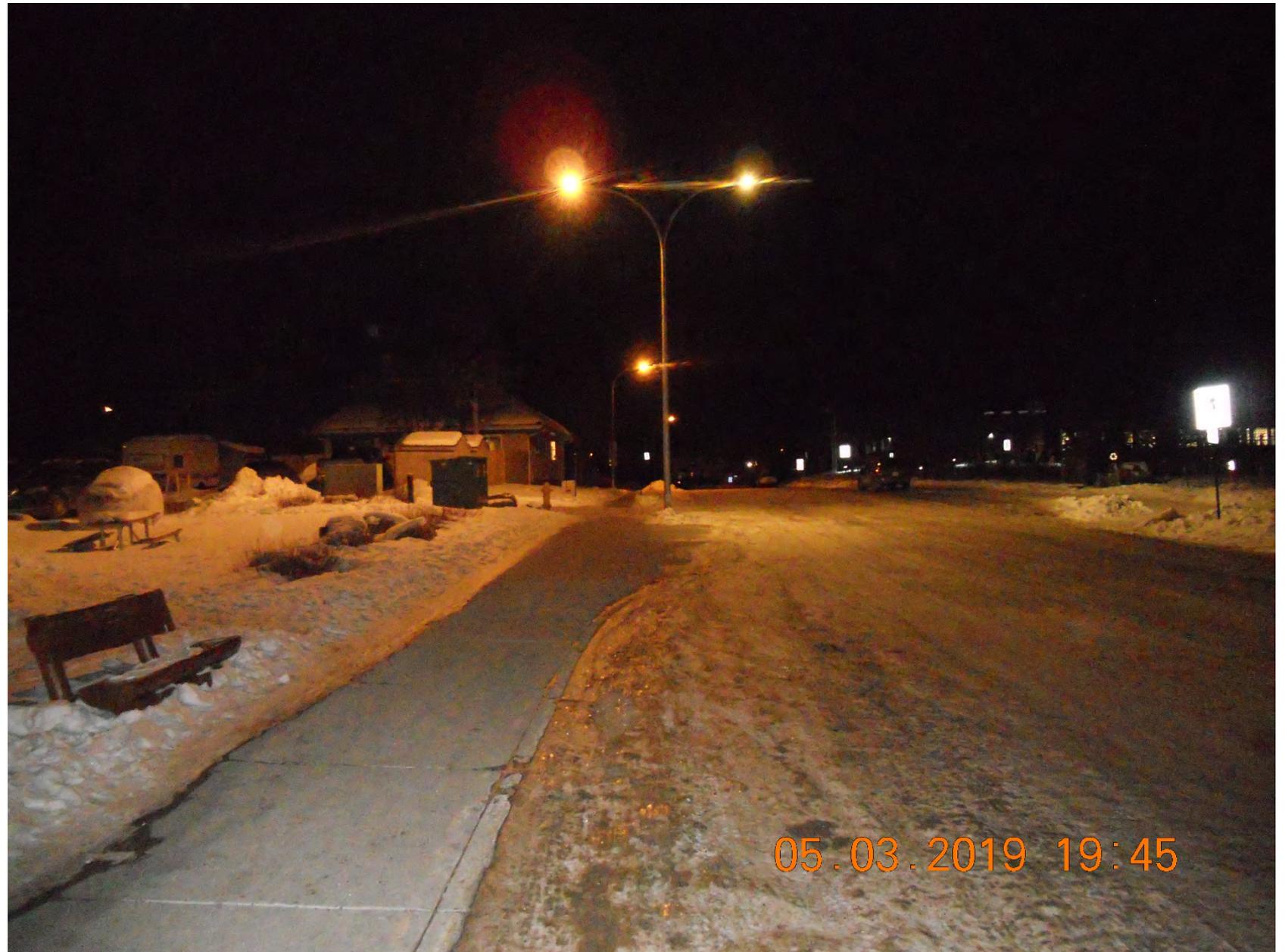
# LUMICAN COBRAHEAD LARGE BODY



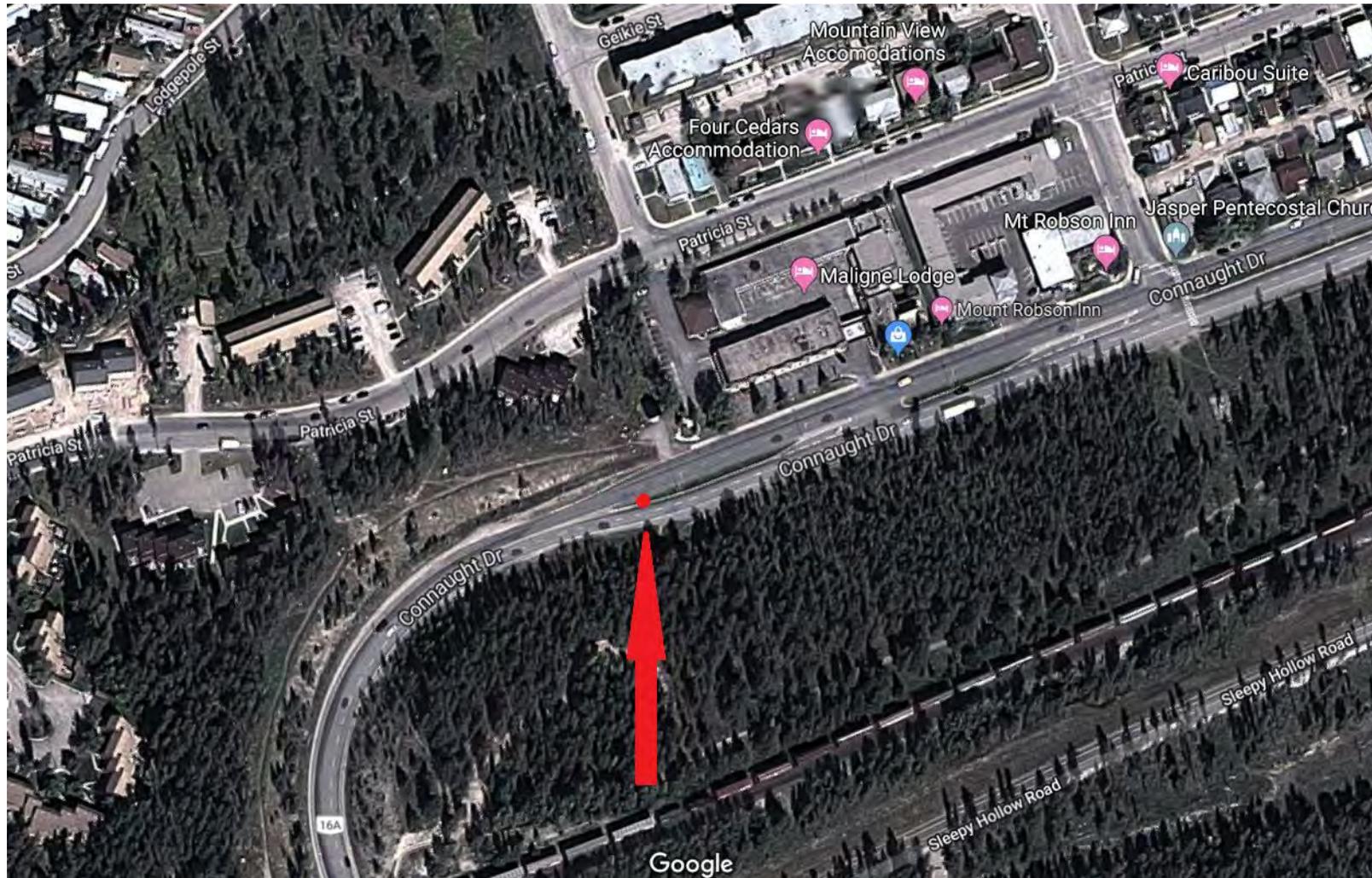
# LIBRARY



# LIBRARY



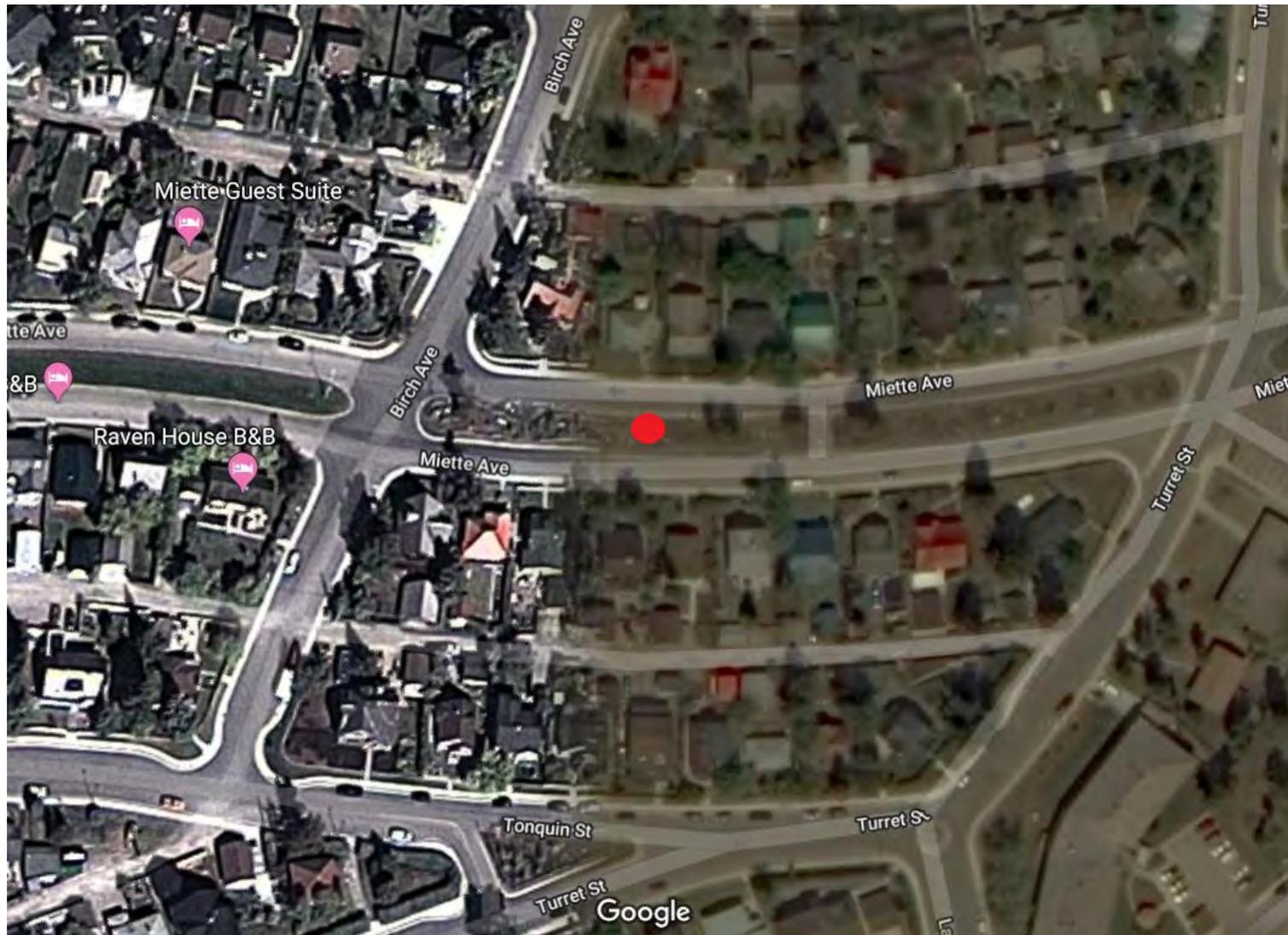
# CONNAUGHT RETROFIT



# CONNAUGHT RETROFIT



# 716 MIETTE RETROFIT



# 716 MIETTE RETROFIT





## REQUEST FOR DECISION

**Subject:** Capital Funds for Multi-Purpose Hall Updates

**Prepared by:** Yvonne McNabb, Director of Culture and Recreation

**Reviewed by:** Mark Fercho, Chief Administrative Officer  
Natasha Malenchak, Director of Finance and Administration  
Culture and Recreation Board

**Date – Notice:** September 17, 2019

**Date – Decision:** October 1, 2019

---

### Recommendation:

- That Council approve the expenditure of \$50,000 for the Multipurpose Hall Moveable Wall replacement and ceiling tile replacement project.

### Options:

- Wait until 2020 to complete the moveable wall and ceiling tile project.

### Background:

Administration's recommendation is based on funding the moveable wall and ceiling tile replacement project from remaining funds from the 2019 Multipurpose Hall Updates. The 2019 projects are coming in under budget and there will be remaining funding available. Without further project approvals by Council, these funds will remain in the Culture and Recreation Restricted Reserve.

The 2019 capital allocation (\$120,000) for the Multipurpose Hall Capital Project is for the replacement of the MPH flooring and kitchen wall rehabilitation. This project is currently under budget due to less damage than expected on the wall adjoining the kitchen. The remaining budget could adequately cover replacement and installation of the moveable wall system and possibly the ceiling tiles, which is in the 2020 Multipurpose Hall Capital Project.

Should Council approve this expenditure in 2019, it will only occur if adequate funding remains in the 2019 capital allocation. If funding is not sufficient, we will not move forward with the wall replacement until the 2020 capital budget is approved. If the project is under budget and this request is approved by Council, this will eliminate the request for capital funding in 2020 in the amount of \$76,960 (Multi-Purpose Moveable Wall.) Ordering the moveable wall will take a minimum of six weeks for manufacturing and delivery, allowing us to replace the wall in late December or mid-January as we will need to work around bookings.

### Relevant Legislation:

- Policy B-009: Fiscal and Financial Control Policy  
2.2 Changes to approved Budgets:

The Director is authorized and has responsibility for managing the operating and capital budgets within their department. The Director is authorized to transfer budget allocations within the operating budget in the department, providing the total budget for the department stays within the budget tax envelope approved by Council. Any transfers of funds between Operating and Capital require Council approval. Any transfers of budget allocations from one department to another require approval from the Municipal Manager.

**Strategic Relevance:**

- Economic Health and Fiscal Equity: Maintain a commitment to asset management and the Asset Management Plan.
- Environmental Responsibility: Review municipal operations, services and facilities to identify and integrate, where feasible, best environmental stewardship values and practices.
  - The new multipurpose hall floor will require less chemicals to maintain

**Financial:**

- Funds are available in the 2019 capital budget from the remaining dollars in the “Multi-Purpose Hall Updates” capital project.
- If approved, this allocation of funds would reduce the request for capital dollars for the moveable wall replacement in 2020.
- In the absence of further project approvals from Council, the remaining 2019 capital funds will stay in the Culture and Recreation Restricted Reserve account for future needs.

**Policy Title: Procurement Policy**

**Policy #**

**Effective Date:**

**Date adopted by Council:**



## **1. POLICY STATEMENT**

- 1.1. The Municipality of Jasper (MOJ) fosters open, transparent, and accountable procurement practices that comply with provincial legislation and relevant agreements such as Canadian Free Trade Agreement (CFTA) and the New West Partnership Trade Agreement (NWPTA).

## **2. PURPOSE**

- 2.1. The purpose of this policy and procedures is to establish the practices under which the Municipality of Jasper conducts procurement activities.

## **3. PURCHASING AUTHORIZATION**

- 3.1. The Chief Administrative Officer, directors, managers, and supervisors authorized by the Director of Finance and Administration, are authorized to approve expenditures within the capital and operating budgets approved by council for their department.
- 3.2. An expenditure not included in the approved operating or capital budget must be approved by council before the expenditure is made, in accordance with the MGA s. 248, unless the purchase is due to an emergency.
- 3.3. In the event of an emergency, the Chief Administrative Officer is authorized to make expenditures not included in the approved operating or capital budget to ensure continuous delivery of the MOJ's essential services.

## **4. RESPONSIBILITIES**

- 4.1. The Chief Administrative Officer and Director of Finance and Administration must ensure that:
  - a) all employees are aware of and understand this policy and procedures;
  - b) all employees comply with this policy and procedures; and
  - c) the policy and procedures are reviewed at least once every five years, or when a practice changes.
- 4.2. Any employee engaged in procurement for the MOJ must ensure that:
  - a) all purchases are performed in accordance with this policy and procedures;
  - b) all service providers are given the same information and equal opportunity;
  - c) the selection process is carried out honestly and impartially; and

**Policy Title:** Procurement Policy

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- d) they are able to account for all their procurement decisions and can provide evidence that this policy was followed.

## 5. VISION ALIGNMENT

5.1. This policy:

- a) reflects strong leadership from council by placing controls and responsibilities on staff authority in carrying out procurement activities;
- b) encourages a positive long-term impact on the MOJ's fiscal health; and
- c) fosters a sense of public trust and confidence in the MOJ's decision-making process.

## 6. RELATED DOCUMENTS

- 6.1. *Municipal Government Act* (MGA)
- 6.2. *Freedom of Information and Protection of Privacy Act* (FOIP Act)
- 6.3. New West Partnership Trade Agreement ([NWPTA](#))
- 6.4. Canadian Free Trade Agreement ([CFTA](#))

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**7. SIGNING AUTHORITY MATRIX**

The I-R-S coding of the legend in this matrix applies to the procurement policy only.

**Legend**

Code	Action	Description
I	Initiate	To initiate an action and prepare supporting documents
R	Review	To review, monitor and support the action, contract or decision
S	Sign/Approve	To approve of the action or decision, and to signify acknowledgement and acceptance.

Procurement Value	Chief Administrative Officer (CAO)	Director of Finance	Department Director	Department Manager	Department Supervisor
-------------------	------------------------------------	---------------------	---------------------	--------------------	-----------------------

1. Goods and Services \$4,999 or less					
Contract					I,R,S
Invoices					R,S
<b>Procurement Process</b>					
a. no competitive quote is required; and b. where more than one supplier has been considered, the employee making the purchase must record the reason for their selection.					

2. Goods and Services \$5,000 to \$9,999					
Contract				R,S	I
Invoices				S	R
<b>Procurement Process</b>					
a. no competitive quote is required; and b. where more than one supplier has been considered, the employee making the purchase must record the reason for their selection.					

3. Goods and Services \$10,000 to \$74,999 Construction \$74,999 or less					
Contract			S	R	I
Invoices			S	R	
<b>Procurement Process</b>					
a. a request for quotations or request for proposals may be issued and posted on the MOJ website or the Alberta Purchasing Connection; and b. a minimum of three written quotations or proposals must be received.					

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Procurement Value	Chief Administrative Officer (CAO)	Director of Finance	Department Director	Department Manager	Department Supervisor
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<b>4. Construction \$75,000 to \$199,999</b>					
Contract* *Department Director, and Director of Finance or CAO may sign	S	S	R,S	I	
Invoices* *Department Director, and Director of Finance or CAO may sign	S	S	S	R	
<b>Procurement Process</b> <ol style="list-style-type: none"> <li>a. a request for quotations or request for proposals may be issued and posted on the MOJ website or the Alberta Purchasing Connection; and</li> <li>b. a minimum of three written quotations or proposals must be received.</li> </ol>					

<b>5. Goods and Services \$75,000 or greater Construction \$200,000 or greater</b>					
Contract* *Department Director, and Director of Finance or CAO may sign	S	S	R,S	I	
Invoices* *Department Director, and Director of Finance or CAO may sign	S	S	S	R	
<b>Procurement Process</b> <ol style="list-style-type: none"> <li>a. a request for quotations, request for proposals or tender must be issued, advertised and posted through an electronic tendering system such as the Alberta Purchasing Connection, in accordance with NWPTA and CFTA;</li> <li>b. a minimum of three written quotations or proposals must be received;</li> <li>c. in accordance with the requirements of articles 516 and 517 of the CFTA, a detailed public disclosure of the contract award, including the name of the supplier and the value of the contract, be made;</li> <li>d. contracts of \$500,000 or more require approval by Council resolution; and</li> <li>e. contracts less than \$500,000 may be brought to Council for approval at the discretion of the CAO.</li> </ol>					

**Policy Title:** Procurement Policy

**Policy #**

**ADMINISTRATIVE PROCEDURES**

**Effective Date:**

**Date adopted by Council:**



**1. DEFINITIONS**

- 1.1. "Advertise" means publishing a notice in one local newspaper, posting on the Municipality of Jasper website or Alberta Purchasing Connection;
- 1.2. "Best value for money" means the most advantageous balance between performance, price and quality;
- 1.3. "CFTA" means the Canadian Free Trade Agreement, an intergovernmental Canadian trade agreement with the objective to reduce and eliminate, to the extent possible, barriers to the free movement of persons, goods, services, and investments within Canada and to establish an open, efficient, and stable domestic market.
- 1.4. "Essential services" are municipal services essential to the daily lives of Jasper residents, businesses, and visitors including but not limited to: supply of potable water, treatment of wastewater, road care and maintenance, waste pick-up, and emergency and protective services;
- 1.5. "NWPTA" means the New West Partnership Trade Agreement, an agreement between the Governments of British Columbia, Alberta and Saskatchewan to form a barrier-free interprovincial market.
- 1.6. "Procurement value" means the total estimated cost, net of Federal and Provincial taxes, of the goods and services or construction that are procured. This does not include optional renewals when the compulsory part of a contract is at least one year in duration.
- 1.7. "Procure" or "Purchase" means to acquire goods, services, or construction in response to a municipal need;
- 1.8. "Request for proposal" means an invitation for a supplier to propose an innovative solution to a problem, requirement or objective. It defines the scope of the project, deliverables or supplies and the criteria that will be used to identify the successful proposal;

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1.9. "Request for quotation" means a request for a supplier to provide prices on specific products and/or services;

1.10. "Request for qualification" means a request for a supplier to submit their qualifications to be considered for a project;

1.11. "Request for Tender" means a formal public invitation to suppliers to bid on the provision of goods and services or construction at a specific price, based on detailed specifications.

**2. PROCUREMENT GUIDELINES**

2.1. All procurement and purchasing decisions shall be based on the principles of transparency and obtaining the best value for money, taking into account any of the following criteria, as applicable:

- a) compliance with federal, provincial and municipal legislation;
- b) fitness for purpose;
- c) quality;
- d) reliability;
- e) price competitiveness;
- f) lifetime costs and transaction costs;
- g) useful-life expectancy;
- h) innovation;
- i) sustainability (refer to Sustainable Purchasing Policy B-010);
- j) assurance of supply, deliverability and timeliness;
- k) anticipated customer service;
- l) past performance; and
- m) experience.

2.2. The lowest price will not be the sole determinate of best value for money.

2.3. Joint purchasing with other agencies and municipalities is encouraged whenever it is in the interest of obtaining best value for money.

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**ADMINISTRATIVE PROCEDURES**

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**3. PROCUREMENT PROCESS EXCEPTIONS**

- 3.1. In the event that the number of responses received are insufficient to meet the requirements in this policy, the employee initiating the purchase has the discretion to:
- a) extend the deadline for responses; or
  - b) select from among the responses received, if this is approved by the next highest level of management.
- 3.2. Exceptions to the purchasing process may be authorized by a director or the Chief Administrative Officer:
- a) where the compatibility of a purchase with existing equipment, facilities, or service is a paramount consideration;
  - b) where the purchase can only be made from a sole source;
  - c) where an item is purchased for testing or trial use;
  - d) where the only supplier is a department, agency, or utility of the federal, provincial, regional, or a municipal government;
  - e) where the purchase is of a highly specialized nature and/or is available from only one supplier;
  - f) where professional qualifications are a paramount consideration;
  - g) when using trade programs or approved suppliers (see section 3.7); or
  - h) in an emergency (as defined in the *Municipal Government Act* (RSA 2000, cM-26)).
- 3.3. Purchases authorized in an emergency must be reported to council at the next scheduled council meeting by the Chief Administrative Officer or designate.
- 3.4. Purchases may be combined into a single purchase if this results in best value for money.
- 3.5. When purchases are combined in accordance with s. 3.4, this policy will apply as if the combined purchases were one purchase.
- 3.6. Contracts may be extended:
- a) where there is a continuing need for the product or service being supplied, and

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**Policy #**



**ADMINISTRATIVE PROCEDURES**

**Effective Date:**

**Date adopted by Council:**

- b) where the additional obligations would be contained within a normal operating or capital budget approved by Council, and
- c) where the extension was either provided for in the original request for quotations, request for proposals or request for tender, or was offered through a purchasing process approved in this policy.

**3.7. Prequalified Consultants**

From time to time, the Municipality of Jasper may issue a Request for Qualification or public notices to create lists of pre-approved consultants and contractors to perform work for the Municipality. Subject to the terms and conditions of these formal processes, authorized municipal employees may enter into contracts or purchase goods, services or construction from pre-approved consultants and suppliers outside of the purchasing process outlined in Appendix 1.

**3.8. Trade Programs and Approved Suppliers**

Authorized Municipality of Jasper employees may use the Rural Municipalities of Alberta Trade Programs (including the Capital Purchasing Program) and Approved Suppliers to purchase goods, services or construction, subject to the terms, conditions and guidelines set by the Rural Municipalities of Alberta.

The MOJ may undertake procurement activities by advertising a Notice of Planned Procurement (NPP) on the Alberta Purchasing Connection (APC) indicating the MOJ intention to use the RMA cooperative purchasing program.

**4. SIGNING AUTHORITY MATRIX**

- 4.1. MOJ staff will comply with the authority limits established in the Signing Authority Matrix to initiate, review, and sign/approve procurement contracts and related invoices.

*Refer to the Procurement Policy for the Signing Authority Matrix.*

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**Date adopted by Council:**



**5. PROHIBITIONS**

- 5.1. Employees may not seek or receive personal gain when engaging in purchasing activities for the MOJ.
  
- 5.2. Employees who are responsible for managing or supervising a contract:
  - a) are prohibited from providing goods or services related to that contract;
  - b) may not participate in the arrangement of a contract involving a business in which a member of the employee's immediate family has a financial interest or holds a position of influence or authority.
  
- 5.3. Purchases may not be split so as to avoid the requirements of this policy.

DRAFT



## REQUEST FOR DECISION

**Subject:** Recycling Council of Alberta Conference: Sea Change

**Prepared by:** Kayla Byrne, Legislative Services Coordinator

**Reviewed by:** Christine Nadon, Legislative Services Manager

**Date – Decision:** October 2, 2019 – waiver of notice is requested

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### **Recommendation:**

That Council approve a request from Councillor Jenna McGrath to attend the Recycling Council of Alberta Conference, Sea Change, on October 2 – October 4, 2019.

### **Options:**

- Propose modifications to the funding request, or not approve the request.

### **Background:**

- As per policy B-003: Council Member Development Opportunities, councillors require council approval to attend seminars, workshops, conferences or other departmental activities.
- Councillor McGrath showed interest in attending the conference as it aligns with Council's strategic priority to pursue waste management initiatives.
- According to the Recycling Council of Alberta (RCA), the organization promotes and facilitates waste reduction, recycling and resource conservation in the Province of Alberta. Its annual waste reduction conference provides educational and networking opportunities.

### **Relevant Legislation:**

- Council Member Compensation Policy and Administrative Procedures (B-003)

### **Financial:**

- Compensation and travel expenses would come from existing Council allocations in the 2019 budget.

### **Attachments:**

- Council Member Development Form
- Council Member Compensation Policy and Administrative Procedures (B-003)

# Council Member Development

## Request for approval with financial support



<b>Council Member</b>	Jenna McGrath				
<b>Name of Session/Activity</b>	Sea Change Conference				
<b>Sponsoring Organization</b> (i.e. AUMA, etc.)	Recycling Council of Alberta				
<b>Nature of Session/Activity</b>	Waste Reduction Conference				
<b>Location</b>	Jasper Park Lodge				
<b>Start Date</b>	October 2, 2019				
<b>End Date</b>	October 4, 2019				
<b>A. Honorarium</b>					
Honorarium requested	3 days	@	\$205.60	Total:	\$616.80
<b>B. Expense Support</b>					
Accommodation				Total	\$
Meals				Total	\$
Travel				Total	
Registration	1	@	\$725.00	Total	\$725.00
Other		@	\$	Total	\$
<b>Total expense support (B)</b>					\$725.00
<b>Total est. support (A+B)</b>					\$1341.80

Councillor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mayor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Conditions of approval (if any):

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# Council Member Development

## Request for approval with financial support



### Kilometres – return:

Hinton	160 km
Edson	320 km
Red Deer	836 km
Edmonton	752 km
Lethbridge	1256 km
Calgary	828 km
Banff	575 km
Lake Louise	464 km
Medicine Hat	1408 km
Grande Prairie	1090 km
Valemount	232 km

Please use discretion regarding distances driven within cities.

## GUIDELINES

### Accountable Expenses

#### 1. Accommodation

- Hotel: Actual cost up to \$150 per day unless conference site is in hotel charging over limit, when actual cost for regular room will be paid.
- Private Residence: in lieu of hotel \$50 per night

#### 2. Subsistence only up to \$47 per full day unless itemized receipts are provided.

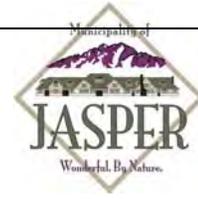
#### 3. Part-day subsistence

- breakfast at \$10, lunch at \$11, dinner at \$21
- incidentals at \$5 for each day of overnight travel (no receipts required)

#### 4. Approved auto travel: Kilometers at Alberta Government rate (\$0.55/km) OR

#### 5. Public Transportation (receipts required)

#### 6. Parking (receipts required)



**Policy Title: COUNCIL MEMBER DEVELOPMENT OPPORTUNITIES**

**Policy # B-003**

**Effective Date: August 3, 2010**

**Date adopted by Council: August 3, 2010**

## **POLICY**

To enable council members to function more effectively, Council will support activities designed to assist council members in their efforts to improve their skills as members of a policy-making body; to expand their knowledge of trends, issues, and new ideas affecting the continued welfare of our community; and to deepen their insight into the nature of a modern democratic society.

Annual budget provisions will support council development opportunities. Council shall retain the authority to approve or reject participation in specific activities.

The following are examples of appropriate activities within this policy:

1. Participation in conferences, seminars, meetings, and conventions held by the Alberta Urban Municipalities Association, the Alberta Association of Municipal Districts and Counties, the Federation of Canadian Municipalities, Alberta Municipal Affairs and similar organizations;
2. Municipality-sponsored activities for Council members; and
3. Subscriptions to publications addressing areas of interest to Council members.

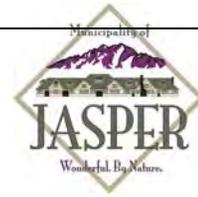
**Policy Title: COUNCIL MEMBER DEVELOPMENT OPPORTUNITIES**

**Policy # B-003**

**ADMINISTRATIVE PROCEDURES**

**Effective Date: August 3, 2010**

**Date approved by Municipal Manager: August 3, 2010**



**Attendance at Federation of Canadian Municipalities Annual Convention**

The Mayor may attend the FCM convention at Municipal expense each year in his or her term of office.

Each councillor is authorized to attend an FCM convention at Municipal expense at least once in their term of office and may attend additional conferences with Council approval.

When Council members attend conferences, workshops, or seminars, at Municipal expense, care should be taken to ensure that:

1. Workshops, seminars, conferences or other activities are relevant to the current or future role of Councillors for the Municipality of Jasper.
2. The anticipated costs fall within established budget levels unless Council has approved additional expenditures.

**Approval**

'Approval' means approval by a Motion of Council, or by written approval from the Mayor if time does not permit full Council consideration.

Councillors require approval to attend seminars, workshops, conferences or other developmental activities, and must complete the Councillor Development Activity Form available from the Town Administration Office. If time permits, the form shall be presented as an agenda item at a regular meeting of Council.

If time does not permit a regular meeting of Council to deal with the consideration of the request, the Councillor shall present the request form to the Mayor who may approve or reject the request. The Mayor may also impose conditions regarding costs, payment of honorarium, etc.

Following attendance at any conference, seminar, or workshop, Councillors attending shall provide either a verbal or written report at a Council meeting and shall provide informational materials presented at the Conference for inclusion in the Councillors' Reading File.

**Municipality of Jasper Bylaw Summary**

**Updated: 2019-09-27**

	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
220	Waste Water Treatment Plant Borrowing Bylaw				19-Aug-20	19-Oct-01			
219	Jasper Recreation Complex Renovation Phase 1 Borrowing Bylaw 2019				19-Aug-20	19-Oct-01			
218	Taxation of Hostelling International Property Bylaw 2019				19-Jul-16	19-Aug-13	19-Aug-20	19-Aug-14	19-Aug-15
217	Taxation Rates Bylaw 2019		209		19-May-21	19-May-21	19-Jun-04	19-May-27	19-May-27
216	Traffic Safety Bylaw 2019		195		19-Apr-16				
215	Waste Reduction Regulation Bylaw				19-Apr-02	19-May-21	19-Jun-04	19-May-27	19-May-27
214	Supplementary Tax Bylaw 2019		207		19-Jan-22	19-Jan-22	19-Feb-05	19-Jan-23	19-Jan-24
213	Supplementary Assessment of Improvements 2019		206		19-Jan-22	19-Jan-22	19-Feb-05	19-Jan-23	19-Jan-24
212	Jasper Levy and Collection of Utility Fees Bylaw 2019		205		18-Dec-18	18-Dec-18	08-Jan-19	18-Dec-18	19-Dec-18
211	Cannabis Consumption Bylaw				18-Sep-18	18-Sep-18	02-Oct-18	19-Sep-18	20-Sep-18
210	Regional Assessment Review Board Bylaw		201		05-Jun-18	19-Jun-18	03-Jul-18	25-Jun-18	26-Jun-18
209	Tax Rate Bylaw 2018		203		15-May-18	15-May-18	05-Jun-18	25-Jun-18	17-May-18
208	Jasper Municipal Storage Lot Bylaw 2018		136		3-April-18	5-Jun-18	19-Jun-18	06-Jun-18	07-Jun-18
207	Supplementary Tax Bylaw 2018		200	214	16-Jan-18	16-Jan-18	06-Feb-18	17-Jan-18	17-Jan-18
206	Supplementary Assessment of Improvements 2018		199	213	16-Jan-18	16-Jan-18	06-Feb-18	17-Jan-18	17-Jan-18
205	Jasper Levy and Collection of Utility Fees		197	212	05-Dec-17	19-Dec-17	02-Jan-18	20-Dec-17	20-Dec-17
204	Jasper Rotation of Ballots 2017		169		04-Jul-17	4-Jul-17	18-Jul-17	05-Jul-17	06-Jul-17
203	Tax Rates 2017		202	209	04-Jul-17	4-Jul-17	18-Jul-17	05-Jul-17	06-Jul-17

<b>WASTEWATER TREATMENT PLAN DEBENTURE*</b>	
Clarifier	650,000
Scada	140,000
Centrifuge	160,000
UV Light	180,000
Sewer Recovery Station	400,000
Grit Removal Pre-Treatment	300,000
Row Turner and Tractor	140,000
Consultation	230,000
	<b>2,200,000</b>
<b>RECREATION COMPLEX RENOVATION PHASE 1 DEBENTURE*</b>	
Multi Purpose Hall Updates	120,000
Ice Plant & Condenser 2018 & 2019	2,915,580
Recreation Program and Service Review	80,000
Motor Control Centre Replace & Wiring	201,820
Roof Beams (Sealed and Watershield)	53,000
Universal and Accessible Change Rooms Design Only (RFD)	16,600
Log Cabin and CBD Planter Replacement/Updates (RFD)	13,000
	<b>3,400,000</b>

\*Dollar values assigned to each project may vary depending on what grant funding becomes available.  
Municipal funds are maximized through accessing available grants.

**MUNICIPALITY OF JASPER  
BYLAW #219**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL OF THE MUNICIPALITY TO INCUR INDEBTEDNESS TO THE ALBERTA CAPITAL FINANCE AUTHORITY IN THE AMOUNT OF \$3,400,000 FOR THE PURPOSE OF RENOVATING THE JASPER RECREATION COMPLEX (PHASE 1) AND TO AUTHORIZE COUNCIL TO REPAY THE INDEBTEDNESS IN EITHER ANNUAL OR SEMI-ANNUAL INSTALLMENTS.**

**WHEREAS** the Municipality of Jasper owns and operates the Jasper Recreation Complex, which includes the Jasper Fitness and Aquatic Centre and the Jasper Activity Centre (the "Complex");

**AND WHEREAS** the safe, efficient and effective operation of the Complex now requires the Complex to undergo extensive capital renovations;

**AND WHEREAS** Council of the Municipality of Jasper has approved a Capital Budget which includes the expenditure of funds for intended renovations to the Complex in Phases (the "Project");

**AND WHEREAS** plans and specifications have been prepared for the Project which estimate the total cost of Phase 1 of the Project to be \$5,326,643;

**AND WHEREAS** the Municipality estimates the following grants and contributions will be applied to the project:

Capital Reserves	\$116,000
Municipal Sustainability Initiative (Provincial)	\$610,643
Federal Gas Tax	\$1,000,000
Donation from Friends of Jasper Culture and Recreation	\$200,000
Debenture(s)	<u>\$3,400,000</u>
Total Cost	\$5,326,643

**AND WHEREAS** in order to complete the project it will be necessary for the Municipality to borrow the sum of \$3,400,000 for a period not to exceed FIFTEEN (15) years from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

**AND WHEREAS** the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FIFTEEN (15) years;

**AND WHEREAS** the amount of existing debenture indebtedness of the Municipality of Jasper at September 1<sup>st</sup>, 2019 is \$2,448,735, none of which is in arrears;

**AND WHEREAS** all required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Government of Canada and the Province of Alberta;

**NOW THEREFORE** the Council of the Municipality of Jasper in the Province of Alberta, duly assembled and having determined to issue a bylaw pursuant to section 258 of the *Municipal Government Act* (RSA 2000, cM-26) to authorize borrowing to finance the undertaking and completion of renovations to the Jasper Recreation Complex, enacts:

**1. CITATION**

- 1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #219, the "Jasper Recreation Complex Renovation Phase 1 Borrowing Bylaw 2019".

**2. DEFINITIONS**

- 2.1 In this Bylaw:

- 2.1.1 "*Council*" shall mean the Council of the Municipality of Jasper;
- 2.1.2 "*Municipality*" and "*Municipality of Jasper*" shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.3 "*Jasper Activity Centre*" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel CW in the Town of Jasper in Jasper National Park of Canada;
- 2.1.4 "*Jasper Fitness and Aquatic Centre*" shall mean the building and the project of the same name to be renovated by the Municipality of Jasper on or about Parcel R10 in the Town of Jasper in Jasper National Park of Canada.

**3. BORROWING**

- 3.1 This bylaw authorizes borrowing, for the purpose of renovating the Jasper Fitness and Aquatic Centre and Jasper Activity Centre, the sum of THREE MILLION FOUR HUNDRED THOUSAND DOLLARS (\$3,400,000) from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of THREE MILLION FOUR HUNDRED THOUSAND DOLLARS (\$3,400,000) is to be repaid by the Municipality at large.
- 3.2 The indebtedness shall be contracted on the credit and security of the Municipality.
- 3.3 The net amount borrowed under this bylaw shall be applied only to the project specified by this bylaw.

**4. DEBENTURES**

- 4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation of the Jasper Recreation Complex (Phase 1).
- 4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2019.

**5. REPAYMENT**

5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments over a period not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.

5.2 The Municipality shall levy and raise funds in each year municipal taxes sufficient to pay the indebtedness.

**6. SEVERANCE**

6.1 If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

**7. COMING INTO EFFECT**

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

7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

**GIVEN FIRST READING THIS 20<sup>th</sup> DAY OF AUGUST, 2019**

**GIVEN SECOND READING THIS \_\_\_ DAY OF OCTOBER, 2019**

**GIVEN THIRD AND FINAL READING THIS \_\_\_ DAY OF OCTOBER, 2019**

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Mayor

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Chief Administrative Officer

**MUNICIPALITY OF JASPER  
BYLAW #220**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE COUNCIL OF THE MUNICIPALITY TO INCUR INDEBTEDNESS TO THE ALBERTA CAPITAL FINANCE AUTHORITY IN THE AMOUNT OF \$2,200,000 FOR THE PURPOSE OF RENOVATING THE JASPER WASTEWATER TREATMENT PLANT AND TO AUTHORIZE COUNCIL TO REPAY THE INDEBTEDNESS IN EITHER ANNUAL OR SEMI-ANNUAL INSTALLMENTS.**

**WHEREAS** the Municipality of Jasper owns the Jasper Wastewater Treatment Plant;

**AND WHEREAS** the requirement for safe and efficient operation of the facility now requires renovations to the Jasper Wastewater Treatment Plant;

**AND WHEREAS** plans and specifications have been prepared for the renovations and the total cost of the project is estimated to be \$2,200,000;

**AND WHEREAS** the Municipality estimates the following grants and contributions will be applied to the project:

Debenture(s)	\$2,200,000
Total Cost	\$2,200,000

**AND WHEREAS** in order to complete the project it will be necessary for the Municipality to borrow the sum of \$2,200,000 for a period not to exceed FIFTEEN (15) years from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

**AND WHEREAS** the estimated lifetime of the project financed under this bylaw is equal to, or in excess of FIFTEEN (15) years;

**AND WHEREAS** the amount of existing debenture indebtedness of the Municipality of Jasper at September 1<sup>st</sup>, 2019 is \$2,448,735, none of which is in arrears;

**AND WHEREAS** all required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Government of Canada and the Province of Alberta;

**NOW THEREFORE** the Council of the Municipality of Jasper in the Province of Alberta, duly assembled and having determined to issue a bylaw pursuant to section 258 of the *Municipal Government Act* (RSA 2000, cM-26) to authorize borrowing to finance the undertaking and completion of renovations to the Jasper Wastewater Treatment Plant, enacts:

**1. CITATION**

1.1 This Bylaw may be cited as Municipality of Jasper Bylaw #220, the "Jasper Wastewater Treatment Plant Borrowing Bylaw 2019".

**2. DEFINITIONS**

2.1 In this Bylaw:

- 2.1.1 *"Council"* shall mean the Council of the Municipality of Jasper;
- 2.1.2 *"Municipality"* and *"Municipality of Jasper"* shall mean the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- 2.1.3 *"Jasper Wastewater Treatment Plant"* shall mean the building and the project of the same name to be renovated by the Municipality of Jasper, located in the NW¼ Section 22 Township 45 Range 1 West of the 6<sup>th</sup> Meridian in Jasper National Park of Canada, in the Province of Alberta.

### **3. BORROWING**

- 3.1 This bylaw authorizes borrowing, for the purpose of renovating the Jasper Wastewater Treatment Plant, the sum of TWO MILLION TWO HUNDRED THOUSAND DOLLARS (\$2,200,000) from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of TWO MILLION TWO HUNDRED THOUSAND DOLLARS (\$2,200,000) is to be repaid by the Municipality at large.
- 3.2 The indebtedness shall be contracted on the credit and security of the Municipality.
- 3.3 The net amount borrowed under this bylaw shall be applied only to the project specified by this bylaw.

### **4. DEBENTURES**

- 4.1 The proper officers of the Municipality of Jasper are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose authorized by this bylaw, namely the renovation of the Jasper Wastewater Treatment Plant.
- 4.2 The debentures to be issued under this Bylaw may be in any denomination not exceeding the amount authorized by this Bylaw and shall be dated having regard to the date of the borrowing but shall in no event be dated later than 31 December 2019.

### **5. REPAYMENT**

- 5.1 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments over a period not to exceed FIFTEEN (15) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
- 5.2 The Municipality shall levy and raise funds in each year municipal utility rates sufficient to pay the indebtedness.

### **6. SEVERANCE**

- 6.1 If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

**7. COMING INTO EFFECT**

- 7.1 This Bylaw shall come into force and effect on the final day of passing thereof.
- 7.2 If any provision herein is adjudged to be repugnant to any federal regulation or legislation, this Bylaw shall continue in full force and effect but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal legislation or regulation.

**GIVEN FIRST READING THIS 20<sup>th</sup> DAY OF AUGUST, 2019**

**GIVEN SECOND READING THIS \_\_\_ DAY OF OCTOBER, 2019**

**GIVEN THIRD AND FINAL READING THIS \_\_\_ DAY OF OCTOBER, 2019**

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Mayor

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Chief Administrative Officer



## Confirmation of Support from Municipal Government or Equivalent Authority

APPLICANT: Friends of Jasper National Park

Name of festival: Canada's Parks Day

Funding by the Program is conditional upon confirmation of cash and/or in-kind support from the applicant's municipal government or equivalent authority (referred to below as - "the municipality").

For applications from a local band council, local tribal council, other local Aboriginal government or equivalent authority, that authority must provide written confirmation of support. Public organizations such as police, public transportation, waste management, or libraries, if directly under the municipal authority, can also provide municipal support. Financial support from the discretionary funds of elected officials is considered a donation from an individual and cannot constitute municipal support.

This form, once completed and signed, constitutes proof of support from the municipality. Support may also be confirmed in a letter that includes the cash and/or in-kind value of the municipal contribution for the event or activity. Should the municipality withdraw its support, the applicant must immediately notify the Department of Canadian Heritage.

**Please complete this form, print it and have it signed by an authorized representative of your municipality or equivalent authority and submit with your application. Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.**

<b>CASH</b> This amount <b>must</b> appear in the budget.	<b>IN-KIND</b> (monetary value)	The in-kind support for this festival will be as described in the following table. (Use additional pages if necessary) Please itemize contributions of in-kind goods and services.
Total: $\emptyset$	\$2500	Parking control, barriers and markers
		Temporary garbage & recycling bins
		Table and chair rental
		Event pop-up tent (10x20)
	Total:	

Name of authorized representative (required): Authorized representatives are employees of the municipal administration or equivalent authority or any elected official with signing authority.	
Title and municipality (required):	
Telephone number (required):	
Authorized representative's signature (required):	
Date YYYY-MM-DD (required):	

September 19, 2019

Email submission from Art Laurensen

Subject: To Mayor and Council

#### SPEED LIMITS

Where are the statistics of accidents and injuries related to speeding to justify speed reductions?

Where are the RCMP concerns/reports to Council about traffic speeds/problems in town?

Where are the RCMP recommendations for traffic calming measures and photo radar to manage existing speed limits?

There are none because this problem does not exist!

Speed limits have been 30 mph for decades in towns and cities all over North America and suddenly we have a speeding problem in town? 30kph is 18.64mph. Come on!

And even if this was in place who is going to enforce it?

#### TOBOGGANING

Where are the accident and incident reports from Bylaw, RCMP and hospital about tobogganing?

There are none because this problem does not exist!

If tobogganing is suddenly so dangerous after decades of doing it on the slopes in town why not just put some foam bags that are used on World Cup downhill courses at the bottom or pile up some snow?

#### THE FIREHALL TRAIN

Where are the accident and incident reports of children falling off the wooden train that used to be at the firehall?

There are none because this problem does not exist!

MEANWHILE for example:

Banff put up entry signs and designed them in such a way as to encourage people to climb on them and possibly fall 6 feet to the ground but that doesn't seem to be an issue.

#### WHAT IS COUNCIL DOING?

Helicopter parenting (councillng), that's what. Hovering around making up things that might happen then doing something about non-existent problems. Please start dealing with real issues in town and stop making up ones to waste time and money on.

WHAT ARE YOU GOING TO DO NEXT?

Put up signs like this one saying be careful? (see pic)

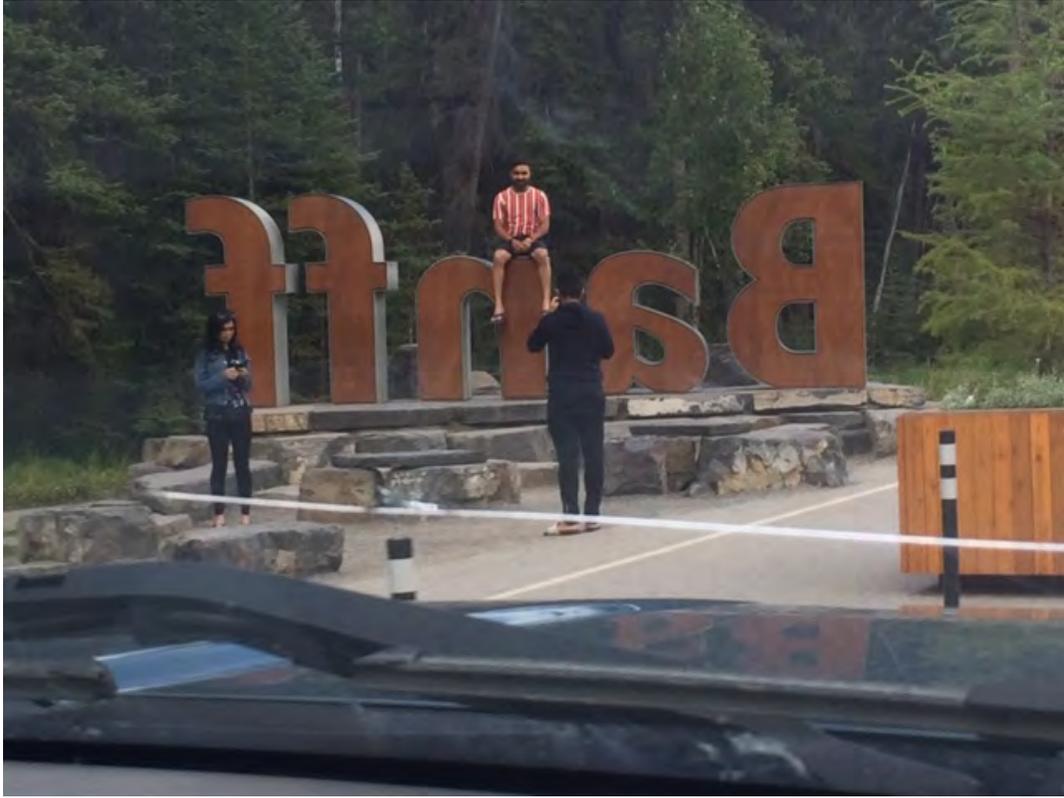
Wrap all signs posts and light standards in bubble wrap so people walking and texting don't hurt themselves?

Or if you think something might happen somewhere put up a sign like this one, so just in case something might possibly maybe happen you have done something about it.

Thanks for listening! Sorry if I am a bit sarcastic here. I do appreciate the work you do and think you could spend your time a bit better.

Art





# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, October 1, 2019



## **Additions to agenda**

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

## **Approval of agenda**

BE IT RESOLVED that council approve the agenda for the regular meeting of Tuesday, October 1, 2019 as presented.

## **Approval of minutes**

BE IT RESOLVED that council approve the minutes of the September 17, 2019 regular Council meeting as presented.

## **Capital Funds for Multi-Purpose Hall Updates**

BE IT RESOLVED that Council approve the expenditure of \$50,000 for the Multipurpose Hall Moveable Wall replacement and ceiling tile replacement project.

## **Procurement Policy**

BE IT RESOLVED that Council approve the Procurement Policy as presented.

## **Recycling Council of Alberta Conference request – waiver of notice**

BE IT RESOLVED that Council waive the two-week notice period in order to make a decision on Councillor McGrath's request to attend the Recycling Council of Alberta Conference.

## **Recycling Council of Alberta Conference request**

BE IT RESOLVED that Council approve a request from Councillor Jenna McGrath to attend the Recycling Council of Alberta Conference, Sea Change, on October 2 – October 4, 2019.

## **Bylaw #219: Recreation Complex Renovation Phase 1 Borrowing Bylaw**

BE IT RESOLVED that Council read for a second time Bylaw #219, the Recreation Complex Renovation Phase 1 Borrowing Bylaw, being A bylaw of the Municipality of Jasper in the province of Alberta to authorize the council of the municipality to incur indebtedness to the Alberta capital finance authority in the amount of \$3,400,000 for the purpose of renovating the jasper recreation complex (phase 1) and to authorize council to repay the indebtedness in either annual or semi-annual installments.

## **Bylaw #220: WWTP Borrowing Bylaw**

BE IT RESOLVED that Council read for the second time Bylaw #220, the Waste Water Treatment Plant Borrowing Bylaw, being a bylaw of the Municipality of Jasper in the province of Alberta to authorize the council of the municipality to incur indebtedness to the Alberta capital finance authority in the amount of \$2,200,000 for the purpose of renovating the Jasper wastewater treatment plant and to authorize council to repay the indebtedness in either annual or semi-annual installments.

# Municipality of Jasper

List of recommendations  
Regular meeting, Tuesday, October 1, 2019



## Adjournment

BE IT RESOLVED that, there being no further business, the regular meeting of Tuesday, October 1, 2019 be adjourned at \_\_\_\_\_.