

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
August 27, 2019 | 9:30 am  
Quorum Room, Jasper Library & Cultural Centre

**1. Call to Order** (Deputy Mayor Journault to chair meeting)

**2. Additions to Agenda**

**3. Approval of Agenda**

3.1 August 27, 2019 Committee of the Whole Agenda attachment

**4. Approval of Minutes**

4.1 August 13, 2019 Committee of the Whole Minutes attachment

**5. Presentations**

5.1 Plastic Recycling in Jasper – *Ross Derksen, Operation Services Manager*

**6. Business Arising from Minutes**

**7. Brief Updates**

7.1 2019 Debenture Bylaw and Application Process attachment

7.2 Traffic Safety Bylaw #216 attachment

7.3 Bylaw Enforcement Services Staff Designation attachment

**8. Correspondence for information, consideration or action**

**9. Other new business**

**10. Council representation on various boards, upcoming meetings**

**11. Upcoming Events**

**Aug: 27:** Council Strategic Planning, The Crimson, 12 – 8 pm

**Sept. 18:** NETMA, Alpine Summit Seniors Lodge, 5 – 7 pm

**Sept. 24 – 27:** AUMA Convention, Edmonton

**Oct. 1:** C&R Facilities and Services Review meeting, Quorum Room, 9:30 am

**12. In Camera**

12.1 Legal Matter – FOIP, S. 27

**13. Adjournment**

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

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, August 13, 2019 | 9:30 am  
Quorum Room, Jasper Library & Cultural Centre

- Present Mayor Richard Ireland, Deputy Mayor Bert Journault, Councillors Helen Kelleher-Empy, Paul Butler, Scott Wilson, Rico Damota and Jenna McGrath
- Also Present Mark Fercho, Chief Administrative Officer  
Christine Nadon, Legislative Services Manager  
Kayla Byrne, Legislative Services Coordinator  
John Greathead, Director of Operations  
Ross Derksen, Operations Service Manager  
Lisa Riddell, Community Development Manager  
Natasha Malenchak, Director of Finance and Administration  
Darrell Savage, Jasper Skate Park Committee  
Ryan Oxley, SUEZ  
Paul Nicholls, SUEZ  
Alistair McLean, Hostelling International  
Robb Cryder, Hostelling International  
Fuchsia Dragon, Fitzhugh  
Two observers
- Call to Order Deputy Mayor Journault called the meeting to order at 9:30 am.
- Additions to the Agenda MOTION by Councillor Butler that Council add the following item to today's agenda:  
- 7.2 Information Report: Traffic Safety Bylaw #216 CARRIED
- Approval of Agenda MOTION by Councillor Kelleher-Empy to approve the agenda for August 13, 2019 as amended. CARRIED
- Approval of Minutes MOTION by Mayor Ireland to approve the minutes of the July 23, 2019 meeting as presented. CARRIED
- Waste Water Plant Capital Mr. Oxley and Mr. Nicholls of SUEZ presented an update on the primary clarifier capital improvement project, which revealed that additional repairs were required due to "severe rust and corrosion" on a number of system parts.  
  
Councillors inquired about project costs, repair materials, industry standards and timelines.
- HI Jasper Property Tax Exemption Bylaw Mr. McLean and Mr. Cryder of Hostelling International (HI) requested a delay of the second reading of the Taxation of Hostelling International Property Bylaw and proposed an agreement in lieu of property taxes. The proposed agreement includes potential contributions from HI to the Municipality of Jasper, including temporary housing, annual payments, use of wilderness hostels for local not-for-profit groups, free meeting spaces for not-for-profit groups and an annual donation to some form of bursary.

Mr. McLean noted other positive contributions HI provides to the community, which includes accessible hostels, community partnerships and electric vehicle charging stations.

Councillors reiterated the difficulties the Municipality experiences as a community of 5,000 residents that hosts millions of visitors each year without alternative revenue sources. A second reading of the Taxation of Hostelling International Property Bylaw is scheduled for the next regular meeting.

Recess Deputy Mayor Journault called a recess from 11:11 am until 11:21 am.

Jasper Skate Park Committee update Mr. Savage informed Council that, earlier this year, the St. Paul BMX and Skate Park received a \$361,308 CFEP Grant. Mr. Savage inquired if the Municipality of Jasper could provide matching funding for the Jasper Skate Park Committee to apply for a large stream CFEP Grant.

Councillors indicated Mr. Savage's request might be more appropriate as part of the next budgeting process. It was noted the St. Paul BMX and Skate Park received its funding from the former NDP Government.

AUMA's Measuring Municipal Inclusion Grant Mrs. Riddell explained this request is before council because the project is unique and new to the Municipality of Jasper. The funding is intended to support municipal governments to be leaders in the implementation of policies and practices that will create an inclusive workplace.

Examples of what the funding could be used for include training opportunities and inclusive signage. The item will return for notice at the next regular meeting.

Traffic Safety Bylaw #216 Councillors discussed various aspects of the Traffic Safety Bylaw and noted the bylaw does not currently reflect the motion passed by Council "to reduce speed limits in town to 40 km/h within town boundaries with the exception of school and playground zones, which will be designated as defined in the Alberta Guidelines for School and Playground Zones and Areas".

Councillors indicated this item should be deferred to allow for more discussion and consideration.

Recess Deputy Mayor Journault called a recess from 12:25 pm until 12:39 pm.

Correspondence: Speed Limit Change Resident Terry Lanigan expressed his opinion on speed limit proposals in town, noting he believes 30 km/h is too slow, while 40 km/h is favourable.

Stars of Alberta Awards The Government of Alberta is looking for nominations for its Stars of Alberta Volunteer Awards.

Alberta Mountain Pine Beetle ReLeaf Program	Council was informed the Tekarra Lodge Hotel has participated in the Alberta Mountain Pine Beetle ReLeaf Program. Councillors congratulated the hotel for getting this recognition.
Upcoming Events	Council received a list of upcoming events.
In Camera	MOTION by Councillor Kelleher-Empey that Council move in camera at 12:43 pm to discuss agenda item 12.1 Deliberative Matter: Contract Audit, Operations Department – FOIP S.24. CARRIED
Revert to Open Meeting	MOTION by Councillor Wilson that Council revert to open meeting at 1:28 pm. CARRIED
Adjournment	MOTION by Councillor Kelleher-Empey that, there being no further business, the meeting of August 13, 2019 be adjourned at 1:28 pm. CARRIED



## INFORMATION REPORT

**Subject:** 2019 Debenture Bylaw and Application Process

**Prepared by:** Natasha Malenchak

**Reviewed by:** Mark Fercho, Chief Administrative Officer  
Christine Nadon, Legislative Services Manager

**Date - Discussion:** August 20, 2019 & Aug 27, 2019

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### Recommendation:

- That Council receive information on the 2019 Debenture Bylaw and Application Process.

### Background:

- March 19, 2019 Council approved the 2019 operating budget as presented including WCB and recreation debenture first year principal and interest (contingency) payment, for a Municipal tax increase of 4.75% over 2018 (including some external requests).
- For the purpose of calculating payment for the 2019 operating budget, it was decided that \$3,400,000 would go to debenture for 15 years for the Recreation Complex Renovation (Phase 1) within the approval of the operating (tax based) budget and that \$2,200,000 would go to debenture for 25 years for the Wastewater Treatment Plant Capital Requirements (utility-based budget).
- In order to receive debenture funds this year the following timeline will need to occur:
  - 1<sup>st</sup> reading of bylaw 219 & 220 – August 20, 2019
  - 2<sup>nd</sup> reading of bylaw 219 & 220 – October 1, 2019
  - 3<sup>rd</sup> reading of bylaw 219 & 220 – October 15, 2019
- In between 1<sup>st</sup> reading and 2<sup>nd</sup> reading there will be an advertisement submitted to the newspaper to be a public notice. This notice must be advertised twice (August 29<sup>th</sup> and Sept 5<sup>th</sup>).
  - A vote may be demanded in the Municipality of Jasper by electors equal in number to at least in the case of a municipality other than a summer village, by electors of the municipality equal in number to at least 10% of the population, and;  
The petition for a vote must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page “an accurate and identical statement of the purpose of the petition”. (Further requirements of the petition are provided in Section 224 of the *Municipal Government Act*.)
- The bylaw must be valid for 30 days prior to application being submitted.
- The Application would then be submitted on November 15, 2019 to receive funds by December 16, 2019 (loan issue date).

**Additional Background:**

- The 2019 budget Principal and Interest payments were calculated at
  - 25 years at 3.432%=\$65,897.08 x 2=\$131,795.36
- As at August 22<sup>nd</sup> update on rates the following is calculated
  - 25 years at 2.335%=\$58,334.17 x 2=\$116,668.34 (\$15,127.02 less than budgeted)
  - 20 years at 2.257%=\$68,648.83 x 2=\$137,297.66 (\$5,502.30 more than budgeted)
  - 15 years at 2.132%=\$86,070.15 x 2=\$172,140.30 (\$40,344.94 more than budgeted)
  - \$44,000 increase to utility budget from 2019 represents 1% increase to the utility budget.
  - \$19,000 increase to sewer utility budget from 2019 represents 1% increase to the sewer utility budget.
- If council should do another term, the above calculations are guidelines only as to the implication of change due to the revolving interest rates.
- The first payments of principle and interest will not occur until 2020 therefore any changes would affect the upcoming 2020 budget going forward.
- A request for decision will be coming forward to decide how council would like to proceed with the expense budgeted for 2019.

**Relevant Legislation:**

- Policy B-012: Debt Reserve Limits
- As at December 31, 2018 Debt Limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/2000, for the Municipality be disclosed as follows:

	<b>*Projected Dec 31, 2019</b>	<b>Dec 31, 2018</b>	
Total debt limit	\$ 26,532,291	<b>\$ 26,532,291</b>	100.00%
Total debt	\$ (7,750,849)	<b>\$ (2,276,286)</b>	29.21%
Amount of debit limit unused	\$ 18,781,442	<b>\$ 24,256,005</b>	70.79%
Service on debt limit	\$ 4,422,049	<b>\$ 4,422,049</b>	100.00%
Service on debt	\$ (1,033,781)	<b>\$ (641,415)</b>	23.38%
Amount of service on debt limit unused	\$ 3,388,268	<b>\$ 3,780,634</b>	76.62%
*calculation based on lending rate available on August 1, 2019			

The debt limit is calculated at 1.5 times revenue of the Municipality (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Municipality. Rather, the consolidated financial statements must be interpreted as a whole.

**Strategic Relevance:**

- Municipality of Jasper Mission Statement – To provide open, honest and accountable government to the residents of Jasper
- Economic Health and Fiscal Equity – Maintain a commitment to asset management and the Asset Management Plan

**Financial:**

- Loan issue date – December 16, 2019, therefore no payments to principal and interest in 2019 as planned therefore there will be a separate Request of Decision brought forward to deal with the 2019 allocations of principal and interest.

**Communications:**

- Advertisement to occur in the Local Newspaper
  - August 29 and September 5, 2019

**Attachment:**

Debenture Payment Schedules as at August 1, 2019 (for Recreation Complex 3.4M and for Wastewater Treatment Plant 2.2M)

Debenture Payment Schedules as at August 22, 2019 (for Wastewater Treatment Plant 2.2M debenture at 15 years, 20 years and 25 years)

- DRAFT Bylaw #219 - Jasper Recreation Complex Renovation Phase 1 Borrowing Bylaw
- DRAFT Bylaw #220 - Jasper Wastewater Treatment Plant Borrowing Bylaw
  - Edits in shown in yellow are from Mayor Ireland; edits in green are from Administration, and include areas that may be modified once Council determines the term for each debenture.

Calculations based on:

August 1, 2019 ACFA Lending Rate

Principal is \$3,400,000.00 (Recreation Complex Renovation Phase 1)

Term is 15 Years

Loan Type is Blended Amortization

Interest rate of 2.43 %

Payment #	Payment	Principal	Interest	Balance
1	\$135,919.96	\$94,609.96	\$41,310.00	\$3,305,390.04
2	\$135,919.96	\$95,759.47	\$40,160.49	\$3,209,630.57
3	\$135,919.96	\$96,922.95	\$38,997.01	\$3,112,707.62
4	\$135,919.96	\$98,100.56	\$37,819.40	\$3,014,607.06
5	\$135,919.96	\$99,292.48	\$36,627.48	\$2,915,314.58
6	\$135,919.96	\$100,498.89	\$35,421.07	\$2,814,815.69
7	\$135,919.96	\$101,719.95	\$34,200.01	\$2,713,095.74
8	\$135,919.96	\$102,955.85	\$32,964.11	\$2,610,139.89
9	\$135,919.96	\$104,206.76	\$31,713.20	\$2,505,933.13
10	\$135,919.96	\$105,472.87	\$30,447.09	\$2,400,460.26
11	\$135,919.96	\$106,754.37	\$29,165.59	\$2,293,705.89
12	\$135,919.96	\$108,051.43	\$27,868.53	\$2,185,654.46
13	\$135,919.96	\$109,364.26	\$26,555.70	\$2,076,290.20
14	\$135,919.96	\$110,693.03	\$25,226.93	\$1,965,597.17
15	\$135,919.96	\$112,037.95	\$23,882.01	\$1,853,559.22
16	\$135,919.96	\$113,399.22	\$22,520.74	\$1,740,160.00
17	\$135,919.96	\$114,777.02	\$21,142.94	\$1,625,382.98
18	\$135,919.96	\$116,171.56	\$19,748.40	\$1,509,211.42
19	\$135,919.96	\$117,583.04	\$18,336.92	\$1,391,628.38
20	\$135,919.96	\$119,011.68	\$16,908.28	\$1,272,616.70
21	\$135,919.96	\$120,457.67	\$15,462.29	\$1,152,159.03
22	\$135,919.96	\$121,921.23	\$13,998.73	\$1,030,237.80
23	\$135,919.96	\$123,402.57	\$12,517.39	\$906,835.23
24	\$135,919.96	\$124,901.91	\$11,018.05	\$781,933.32
25	\$135,919.96	\$126,419.47	\$9,500.49	\$655,513.85
26	\$135,919.96	\$127,955.47	\$7,964.49	\$527,558.38
27	\$135,919.96	\$129,510.13	\$6,409.83	\$398,048.25
28	\$135,919.96	\$131,083.67	\$4,836.29	\$266,964.58
29	\$135,919.96	\$132,676.34	\$3,243.62	\$134,288.24
30	\$135,919.96	\$134,288.24	\$1,631.72	\$0.00
Totals:	\$4,077,598.80	\$3,400,000.00	\$677,598.80	

Calculations based on:

Principal is \$2,200,000.00 (Wastewater Treatment Plant Capital Requirement)

Term is 25 Years

Loan Type is Blended Amortization

Interest rate of 2.622 %

Payment #	Payment	Principal	Interest	Balance
1	\$60,263.10	\$31,421.10	\$28,842.00	\$2,168,578.90
2	\$60,263.10	\$31,833.03	\$28,430.07	\$2,136,745.87
3	\$60,263.10	\$32,250.36	\$28,012.74	\$2,104,495.51
4	\$60,263.10	\$32,673.16	\$27,589.94	\$2,071,822.35
5	\$60,263.10	\$33,101.51	\$27,161.59	\$2,038,720.84
6	\$60,263.10	\$33,535.47	\$26,727.63	\$2,005,185.37
7	\$60,263.10	\$33,975.12	\$26,287.98	\$1,971,210.25
8	\$60,263.10	\$34,420.53	\$25,842.57	\$1,936,789.72
9	\$60,263.10	\$34,871.79	\$25,391.31	\$1,901,917.93
10	\$60,263.10	\$35,328.96	\$24,934.14	\$1,866,588.97
11	\$60,263.10	\$35,792.12	\$24,470.98	\$1,830,796.85
12	\$60,263.10	\$36,261.35	\$24,001.75	\$1,794,535.50
13	\$60,263.10	\$36,736.74	\$23,526.36	\$1,757,798.76
14	\$60,263.10	\$37,218.36	\$23,044.74	\$1,720,580.40
15	\$60,263.10	\$37,706.29	\$22,556.81	\$1,682,874.11
16	\$60,263.10	\$38,200.62	\$22,062.48	\$1,644,673.49
17	\$60,263.10	\$38,701.43	\$21,561.67	\$1,605,972.06
18	\$60,263.10	\$39,208.81	\$21,054.29	\$1,566,763.25
19	\$60,263.10	\$39,722.83	\$20,540.27	\$1,527,040.42
20	\$60,263.10	\$40,243.60	\$20,019.50	\$1,486,796.82
21	\$60,263.10	\$40,771.19	\$19,491.91	\$1,446,025.63
22	\$60,263.10	\$41,305.70	\$18,957.40	\$1,404,719.93
23	\$60,263.10	\$41,847.22	\$18,415.88	\$1,362,872.71
24	\$60,263.10	\$42,395.84	\$17,867.26	\$1,320,476.87
25	\$60,263.10	\$42,951.65	\$17,311.45	\$1,277,525.22
26	\$60,263.10	\$43,514.74	\$16,748.36	\$1,234,010.48
27	\$60,263.10	\$44,085.22	\$16,177.88	\$1,189,925.26
28	\$60,263.10	\$44,663.18	\$15,599.92	\$1,145,262.08
29	\$60,263.10	\$45,248.71	\$15,014.39	\$1,100,013.37
30	\$60,263.10	\$45,841.92	\$14,421.18	\$1,054,171.45
31	\$60,263.10	\$46,442.91	\$13,820.19	\$1,007,728.54
32	\$60,263.10	\$47,051.78	\$13,211.32	\$960,676.76
33	\$60,263.10	\$47,668.63	\$12,594.47	\$913,008.13
34	\$60,263.10	\$48,293.56	\$11,969.54	\$864,714.57
35	\$60,263.10	\$48,926.69	\$11,336.41	\$815,787.88
36	\$60,263.10	\$49,568.12	\$10,694.98	\$766,219.76
37	\$60,263.10	\$50,217.96	\$10,045.14	\$716,001.80
38	\$60,263.10	\$50,876.32	\$9,386.78	\$665,125.48
39	\$60,263.10	\$51,543.30	\$8,719.80	\$613,582.18
40	\$60,263.10	\$52,219.04	\$8,044.06	\$561,363.14
41	\$60,263.10	\$52,903.63	\$7,359.47	\$508,459.51

42	\$60,263.10	\$53,597.20	\$6,665.90	\$454,862.31
43	\$60,263.10	\$54,299.86	\$5,963.24	\$400,562.45
44	\$60,263.10	\$55,011.73	\$5,251.37	\$345,550.72
45	\$60,263.10	\$55,732.93	\$4,530.17	\$289,817.79
46	\$60,263.10	\$56,463.59	\$3,799.51	\$233,354.20
47	\$60,263.10	\$57,203.83	\$3,059.27	\$176,150.37
48	\$60,263.10	\$57,953.77	\$2,309.33	\$118,196.60
49	\$60,263.10	\$58,713.54	\$1,549.56	\$59,483.06
50	\$60,263.10	\$59,483.06	\$780.04	\$0.00
Totals:	\$3,013,155.00	\$2,200,000.00	\$813,155.00	

Calculations based on:

Principal is \$2,200,000.00

Rate as at August 22, 2019

Term is 15 Years

Loan Type is Blended Amortization

Interest rate of 2.132 %

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Payment #	Payment	Principal	Interest	Balance
1	\$86,070.15	\$62,618.15	\$23,452.00	\$2,137,381.85
2	\$86,070.15	\$63,285.66	\$22,784.49	\$2,074,096.19
3	\$86,070.15	\$63,960.28	\$22,109.87	\$2,010,135.91
4	\$86,070.15	\$64,642.10	\$21,428.05	\$1,945,493.81
5	\$86,070.15	\$65,331.19	\$20,738.96	\$1,880,162.62
6	\$86,070.15	\$66,027.62	\$20,042.53	\$1,814,135.00
7	\$86,070.15	\$66,731.47	\$19,338.68	\$1,747,403.53
8	\$86,070.15	\$67,442.83	\$18,627.32	\$1,679,960.70
9	\$86,070.15	\$68,161.77	\$17,908.38	\$1,611,798.93
10	\$86,070.15	\$68,888.37	\$17,181.78	\$1,542,910.56
11	\$86,070.15	\$69,622.72	\$16,447.43	\$1,473,287.84
12	\$86,070.15	\$70,364.90	\$15,705.25	\$1,402,922.94
13	\$86,070.15	\$71,114.99	\$14,955.16	\$1,331,807.95
14	\$86,070.15	\$71,873.08	\$14,197.07	\$1,259,934.87
15	\$86,070.15	\$72,639.24	\$13,430.91	\$1,187,295.63
16	\$86,070.15	\$73,413.58	\$12,656.57	\$1,113,882.05
17	\$86,070.15	\$74,196.17	\$11,873.98	\$1,039,685.88
18	\$86,070.15	\$74,987.10	\$11,083.05	\$964,698.78
19	\$86,070.15	\$75,786.46	\$10,283.69	\$888,912.32
20	\$86,070.15	\$76,594.34	\$9,475.81	\$812,317.98
21	\$86,070.15	\$77,410.84	\$8,659.31	\$734,907.14
22	\$86,070.15	\$78,236.04	\$7,834.11	\$656,671.10
23	\$86,070.15	\$79,070.04	\$7,000.11	\$577,601.06
24	\$86,070.15	\$79,912.92	\$6,157.23	\$497,688.14
25	\$86,070.15	\$80,764.79	\$5,305.36	\$416,923.35
26	\$86,070.15	\$81,625.75	\$4,444.40	\$335,297.60
27	\$86,070.15	\$82,495.88	\$3,574.27	\$252,801.72
28	\$86,070.15	\$83,375.28	\$2,694.87	\$169,426.44
29	\$86,070.15	\$84,264.06	\$1,806.09	\$85,162.38
30	\$86,070.15	\$85,162.38	\$907.77	\$0.00
Totals:	\$2,582,104.50	\$2,200,000.00	\$382,104.50	

Calculations based on:

Principal is \$2,200,000.00

Rate as at August 22, 2019

Term is 20 Years

Loan Type is Blended

Interest rate of 2.257 %

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Payment #	Payment	Principal	Interest	Balance
1	\$68,648.83	\$43,821.83	\$24,827.00	\$2,156,178.17
2	\$68,648.83	\$44,316.36	\$24,332.47	\$2,111,861.81
3	\$68,648.83	\$44,816.47	\$23,832.36	\$2,067,045.34
4	\$68,648.83	\$45,322.22	\$23,326.61	\$2,021,723.12
5	\$68,648.83	\$45,833.68	\$22,815.15	\$1,975,889.44
6	\$68,648.83	\$46,350.92	\$22,297.91	\$1,929,538.52
7	\$68,648.83	\$46,873.99	\$21,774.84	\$1,882,664.53
8	\$68,648.83	\$47,402.96	\$21,245.87	\$1,835,261.57
9	\$68,648.83	\$47,937.90	\$20,710.93	\$1,787,323.67
10	\$68,648.83	\$48,478.88	\$20,169.95	\$1,738,844.79
11	\$68,648.83	\$49,025.97	\$19,622.86	\$1,689,818.82
12	\$68,648.83	\$49,579.22	\$19,069.61	\$1,640,239.60
13	\$68,648.83	\$50,138.73	\$18,510.10	\$1,590,100.87
14	\$68,648.83	\$50,704.54	\$17,944.29	\$1,539,396.33
15	\$68,648.83	\$51,276.74	\$17,372.09	\$1,488,119.59
16	\$68,648.83	\$51,855.40	\$16,793.43	\$1,436,264.19
17	\$68,648.83	\$52,440.59	\$16,208.24	\$1,383,823.60
18	\$68,648.83	\$53,032.38	\$15,616.45	\$1,330,791.22
19	\$68,648.83	\$53,630.85	\$15,017.98	\$1,277,160.37
20	\$68,648.83	\$54,236.08	\$14,412.75	\$1,222,924.29
21	\$68,648.83	\$54,848.13	\$13,800.70	\$1,168,076.16
22	\$68,648.83	\$55,467.09	\$13,181.74	\$1,112,609.07
23	\$68,648.83	\$56,093.04	\$12,555.79	\$1,056,516.03
24	\$68,648.83	\$56,726.05	\$11,922.78	\$999,789.98
25	\$68,648.83	\$57,366.20	\$11,282.63	\$942,423.78
26	\$68,648.83	\$58,013.58	\$10,635.25	\$884,410.20
27	\$68,648.83	\$58,668.26	\$9,980.57	\$825,741.94
28	\$68,648.83	\$59,330.33	\$9,318.50	\$766,411.61
29	\$68,648.83	\$59,999.87	\$8,648.96	\$706,411.74
30	\$68,648.83	\$60,676.97	\$7,971.86	\$645,734.77
31	\$68,648.83	\$61,361.71	\$7,287.12	\$584,373.06
32	\$68,648.83	\$62,054.18	\$6,594.65	\$522,318.88

33	\$68,648.83	\$62,754.46	\$5,894.37	\$459,564.42
34	\$68,648.83	\$63,462.65	\$5,186.18	\$396,101.77
35	\$68,648.83	\$64,178.82	\$4,470.01	\$331,922.95
36	\$68,648.83	\$64,903.08	\$3,745.75	\$267,019.87
37	\$68,648.83	\$65,635.51	\$3,013.32	\$201,384.36
38	\$68,648.83	\$66,376.21	\$2,272.62	\$135,008.15
39	\$68,648.83	\$67,125.26	\$1,523.57	\$67,882.89
40	\$68,648.83	\$67,882.89	\$765.94	\$0.00
Totals:	\$2,745,953.20	\$2,200,000.00	\$545,953.20	

Calculations based on:

Principal is \$2,200,000.00

Rate as at August 22, 2019

Term is 25 Years

Loan Type is Blended

Interest rate of 2.335 %

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Payment #	Payment	Principal	Interest	Balance
1	\$58,334.17	\$32,649.17	\$25,685.00	\$2,167,350.83
2	\$58,334.17	\$33,030.35	\$25,303.82	\$2,134,320.48
3	\$58,334.17	\$33,415.98	\$24,918.19	\$2,100,904.50
4	\$58,334.17	\$33,806.11	\$24,528.06	\$2,067,098.39
5	\$58,334.17	\$34,200.80	\$24,133.37	\$2,032,897.59
6	\$58,334.17	\$34,600.09	\$23,734.08	\$1,998,297.50
7	\$58,334.17	\$35,004.05	\$23,330.12	\$1,963,293.45
8	\$58,334.17	\$35,412.72	\$22,921.45	\$1,927,880.73
9	\$58,334.17	\$35,826.16	\$22,508.01	\$1,892,054.57
10	\$58,334.17	\$36,244.43	\$22,089.74	\$1,855,810.14
11	\$58,334.17	\$36,667.59	\$21,666.58	\$1,819,142.55
12	\$58,334.17	\$37,095.68	\$21,238.49	\$1,782,046.87
13	\$58,334.17	\$37,528.77	\$20,805.40	\$1,744,518.10
14	\$58,334.17	\$37,966.92	\$20,367.25	\$1,706,551.18
15	\$58,334.17	\$38,410.18	\$19,923.99	\$1,668,141.00
16	\$58,334.17	\$38,858.62	\$19,475.55	\$1,629,282.38
17	\$58,334.17	\$39,312.30	\$19,021.87	\$1,589,970.08
18	\$58,334.17	\$39,771.27	\$18,562.90	\$1,550,198.81
19	\$58,334.17	\$40,235.60	\$18,098.57	\$1,509,963.21
20	\$58,334.17	\$40,705.35	\$17,628.82	\$1,469,257.86
21	\$58,334.17	\$41,180.58	\$17,153.59	\$1,428,077.28
22	\$58,334.17	\$41,661.37	\$16,672.80	\$1,386,415.91
23	\$58,334.17	\$42,147.76	\$16,186.41	\$1,344,268.15
24	\$58,334.17	\$42,639.84	\$15,694.33	\$1,301,628.31
25	\$58,334.17	\$43,137.66	\$15,196.51	\$1,258,490.65
26	\$58,334.17	\$43,641.29	\$14,692.88	\$1,214,849.36
27	\$58,334.17	\$44,150.80	\$14,183.37	\$1,170,698.56
28	\$58,334.17	\$44,666.26	\$13,667.91	\$1,126,032.30
29	\$58,334.17	\$45,187.74	\$13,146.43	\$1,080,844.56
30	\$58,334.17	\$45,715.31	\$12,618.86	\$1,035,129.25
31	\$58,334.17	\$46,249.04	\$12,085.13	\$988,880.21
32	\$58,334.17	\$46,788.99	\$11,545.18	\$942,091.22
33	\$58,334.17	\$47,335.26	\$10,998.91	\$894,755.96

34	\$58,334.17	\$47,887.89	\$10,446.28	\$846,868.07
35	\$58,334.17	\$48,446.99	\$9,887.18	\$798,421.08
36	\$58,334.17	\$49,012.60	\$9,321.57	\$749,408.48
37	\$58,334.17	\$49,584.83	\$8,749.34	\$699,823.65
38	\$58,334.17	\$50,163.73	\$8,170.44	\$649,659.92
39	\$58,334.17	\$50,749.39	\$7,584.78	\$598,910.53
40	\$58,334.17	\$51,341.89	\$6,992.28	\$547,568.64
41	\$58,334.17	\$51,941.31	\$6,392.86	\$495,627.33
42	\$58,334.17	\$52,547.72	\$5,786.45	\$443,079.61
43	\$58,334.17	\$53,161.22	\$5,172.95	\$389,918.39
44	\$58,334.17	\$53,781.87	\$4,552.30	\$336,136.52
45	\$58,334.17	\$54,409.78	\$3,924.39	\$281,726.74
46	\$58,334.17	\$55,045.01	\$3,289.16	\$226,681.73
47	\$58,334.17	\$55,687.66	\$2,646.51	\$170,994.07
48	\$58,334.17	\$56,337.81	\$1,996.36	\$114,656.26
49	\$58,334.17	\$56,995.56	\$1,338.61	\$57,660.70
50	\$58,334.17	\$57,660.70	\$673.47	\$0.00
Totals:	\$2,916,708.50	\$2,200,000.00	\$716,708.50	

**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;

**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)	<u>\$2,200,000</u>
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 **TWENTY-FIVE (25) 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 TWENTY-FIVE (25) 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* 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 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 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~~

~~2.1.5 "Jasper Wastewater Treatment Plant" (definition to be added prior to second reading).~~

### **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 **TWENTY-FIVE (25) 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 \_\_\_ DAY OF AUGUST, 2019**

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

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

\_\_\_\_\_  
Mayor

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

**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* 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 \_\_\_ 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



## INFORMATION REPORT

**Subject:** Traffic Safety Bylaw #216

**Prepared by:** Mark Fercho, Chief Administrative Officer

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

**Date – Discussion:** August 27, 2019

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### Recommendation:

- That Council review and consider the information presented in this report prior to considering the Traffic Safety Bylaw #216 for second reading.

### Background:

Council is debating the areas for speed zones, and the speeds for those zones. At this time, some firm decisions on those areas and zones are required.

Administration retained the services of WSP to ensure a thorough review and accurate designations for school and playground zones, as outlined in the attached Jasper Townsite Speed Reduction Signage Plan. Following WSP's recommendations, Administration updated the Traffic Safety Bylaw to formalize the changes. The recommendations presented on pages four and five of the signage plan (*Extend Patricia Street 30 km/h zone south* and *Extend Bonhomme Street 30 km/h zone to Pyramid Lake Road*) are included in Schedule B of the draft bylaw. These changes are also reflected in the attached map. **The attached map reflects the speed zones as understood by Administration to date.**

Lastly, after spending more time reviewing the bylaw, Administration identified that while a 20 km/h speed limit in the alleys appeared to be common knowledge, it was not defined in either the municipal Traffic Safety Bylaw or in the Alberta Traffic Safety Act, and therefore was added to Schedule B of the Traffic Safety Bylaw #216 currently at first reading only.

### Strategic Relevance:

- Public and Community Safety
  - Review and implement traffic flow measures including reduced speed limits as necessary.

### Relevant Legislation:

- Traffic Safety Act (RSA 2000, cT-6); DRAFT Traffic Safety Bylaw (#216)

### Attachments:

- Jasper Townsite Speed Reduction Letter (sign maps removed) – prepared by WSP
- Updated Speed Limits Map, reflecting the latest draft of the Traffic Safety Bylaw (#216)
- Schedule B, extracted from the draft Traffic Safety Bylaw (#216)



## MEMO

**TO:** John Greathead, Director of Operations, Municipality of Jasper  
**FROM:** WSP Canada Inc.  
**SUBJECT:** Jasper Townsite Speed Reduction Signage Plan  
**DATE:** August 9, 2019

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WSP Canada Inc. (WSP) is pleased to provide the following memo outlining the process of developing a speed reduction signage plan for the Jasper townsite. This memo will outline some guidelines for setting new speed limits, the resources used to develop the signage plan, as well as some recommendations regarding the placement of 30 km/h zones within the townsite. The signage plan was developed, as requested by the Municipality of Jasper, for Option 1A. This option sets a 40 km/h statutory speed limit throughout the townsite with a 30 km/h speed limit in school zones, playground zones, and other high pedestrian activity areas.

## SETTING NEW SPEED LIMITS

Speed management strategies are intended to establish operating speeds that match the context of a road using a safe systems approach. Where the operating speed does not match the context of the road, the application of strategies to reduce operating speed may be warranted. The methods cover a range of traffic safety areas such as engineering (road design), enforcement, education, and engagement. Where the speed limit of a road is appropriate for its context, but speeding is prevalent, increased enforcement to penalize excess speeding may be an appropriate method to manage speed. Furthermore, a geometric redesign of the road may be performed to force motorists to travel at the speed limit. However, a speed limit reduction may be warranted where the existing speed limit is found to be inappropriate for the context of the road. Compliance with new speeds is best achieved when it is accompanied with public education and awareness campaigns. Furthermore, enforcement and engineering strategies may be undertaken to increase compliance after the speed limits have been adjusted.

## CRITERIA FOR SETTING NEW SPEED LIMITS

The justification for speed limit reductions involves an evaluation of road contexts that warrant a reduction in traffic speed. This evaluation often, but not always, considers multiple characteristics of the road or the area adjacent to it. In general, the characteristics used to evaluate the appropriateness of a speed reduction on specific roads include the following:

- **Road classification:** Roads with similar characteristics and function may warrant similar speed limits. This can create consistent and predictable speed limits on the same road

classification across a municipality. Complete Streets road classifications that prioritize active transportation, such as residential roads and main streets (commercial streets with high pedestrian activity), have been selected by some municipalities for speed limit reductions to reduce collision injury risk for the vulnerable users that they are designed to attract.

- **Adjacent Land-Use:** The function of an area can influence the type and volume of users that are interacting near a road. Roads adjacent to land-uses that attract high volumes of pedestrian activity are often considered for speed reduction evaluation, particularly where pedestrians are anticipated to cross the road frequently. High density, commercial and residential land-uses are good examples of locations where speed reduction may be warranted. Furthermore, school zones where children may be expected to interact at or near the road are often selected for the lowest speed limit a municipality permits.
- **Mixed Modes:** A common thread among many Vision Zero policies is that road users should not have to sacrifice safety based on their modal choice. Vulnerable road users are defined as road users that are prone to exposure based on their modal choice (i.e. pedestrians, cyclists, and motorcyclists). Roads without dedicated space for cycling or pedestrian movement in the right-of-way are often selected for speed limit review because of the increased exposure to these vulnerable road users.
- **Collision Data:** The location of collisions involving vulnerable users has been used by some municipalities to identify roads where speed is a problem. Typically, only collisions that result in serious injuries or fatalities are included within this evaluation. Collisions may be further filtered by only selecting those where speed was a factor.

## GUIDELINES FOR SCHOOL AND PLAYGROUND ZONES AND AREAS

Alberta Infrastructure and Transportation (AT) published the Guidelines for School and Playground Zones and Areas in 2007 to promote uniformity in the signing and marking of school and playground zones throughout the province. The guidelines generally adhere to the Manual of Uniform Traffic Control Devices for Canada (MUTCDC) and the Alberta Traffic Safety Act (the Act).

School and playground areas and school and playground zones are provided to advise motorists of the presence of a school or playground and warn motorists that there is a possibility of children entering the roadway. WC-1 and WC-3 signs are used to denote a school area and playground area, respectively. These signs are accompanied by a speed limit sign (RB-1) to denote a school or playground zone. School and playground zones are to be signed at 30 km/h. **Figure 1** and **Figure 2** illustrate the required school and playground area and school and playground zone signage, respectively.



*Figure 1 School and Playground Area Signage*



Figure 2 School and Playground Zone Signage

The times of effectiveness must be displayed if different from the times outlined in the Act and may be displayed if identical. The hours of operation for school and playground zones as prescribed in the Act are as follows:

- School Zones: 8:00 a.m. – 9:30 a.m. / 11:30 a.m. – 1:30 p.m. / 3:00-4:30 p.m. school days
- Playground Zones: 8:30 a.m. – 1 hour after sunset everyday

The AT guidelines consider a number of factors about school and playground zones in their recommendation for reduced speeds. These include school or playground type, presence of fencing, adjacent road classification and presence of sidewalks. While the AT guidelines provide a useful starting point for municipalities in Alberta, they are not strict standards, and other Alberta municipalities have developed speed reduction policies that are specific to their community.

## JASPER TOWNSITE SIGNAGE PLAN

As previously mentioned, a signage plan was developed to align with Option 1A, which sets the statutory speed limit within the townsite to 40 km/h (previously 50 km/h) and imposes a 30 km/h speed limit to school zones, playground zones and other high pedestrian activity areas, such as Patricia Street between Miette Avenue and Pyramid Lake Road. **Figures 3 to 6** (attached) illustrate the signage configuration required to adopt the speed limit reductions as outlined in Option 1A. The placement of school and playground area and zone signage is in compliance with AT guidelines.

Although playgrounds and schools in Jasper are surrounded by elk fencing, and AT guidelines state that reduced speed limits are not a requirement where fencing is non-traversable, it is still recommended that reduced 30 km/h speed limits be implemented, as shown in Option 1A. This recommendation is based on the best practice criteria identified in the previous section, to improve safety for children, pedestrians, cyclists and other vulnerable road users.

**Table 1** summarizes the required quantity of each sign required to implement the signage plan.

Table 1 Sign Quantities

SIGN	MUTCDC REFERENCE	QUANTITY
	WC-3	14
	WC-1	7
	RB-1 (max. 30 km/h)	23
	RB-1 (max. 40 km/h)	20
	RB-1 (max. 50 km/h)	5
	R2-5P	5

As noted above, the signage plan has been developed to represent the speed zones illustrated in Option 1A exactly. Through the process of developing the signage plan, WSP noted some modifications that could be made to align the plan with best practice. These modifications are recommended for consideration:

- 1 Extend Patricia Street 30 km/h zone south** | The 30 km/h zone, as shown in the Option 1A signage plan, extends from Pyramid Lake Road to Miette Avenue. South of Miette Avenue to Hazel Avenue, Patricia Street has a similar main street commercial character with a higher



density of businesses. Pedestrian volumes for north-south movement along Patricia Street at Miette Avenue, obtained from the Transportation Master Plan Synchro files, also suggests that there is significant pedestrian activity on this south segment of Patricia Street. Therefore, it is recommended that consideration be given to extending the 30 km/h zone on Patricia Street from Hazel Avenue to Pyramid Lake Road.

- 2 Extend Bonhomme Street 30 km/h zone to Pyramid Lake Road** | A short segment of Bonhomme Street between Pyramid Lake Road and the Pyramid Park playground is indicated as a 40 km/h zone on the Option 1A. In order to reduce signage clutter and avoid motorist confusion, it is recommended that consideration be given to extending the 30 km/h zone between Pyramid Lake Road and the Pyramid Park playground.

We trust that this review has been completed to your satisfaction. Should you have any questions or comments please do not hesitate to contact Doug at (780)712-5000 or Erin at (587) 233-7394.

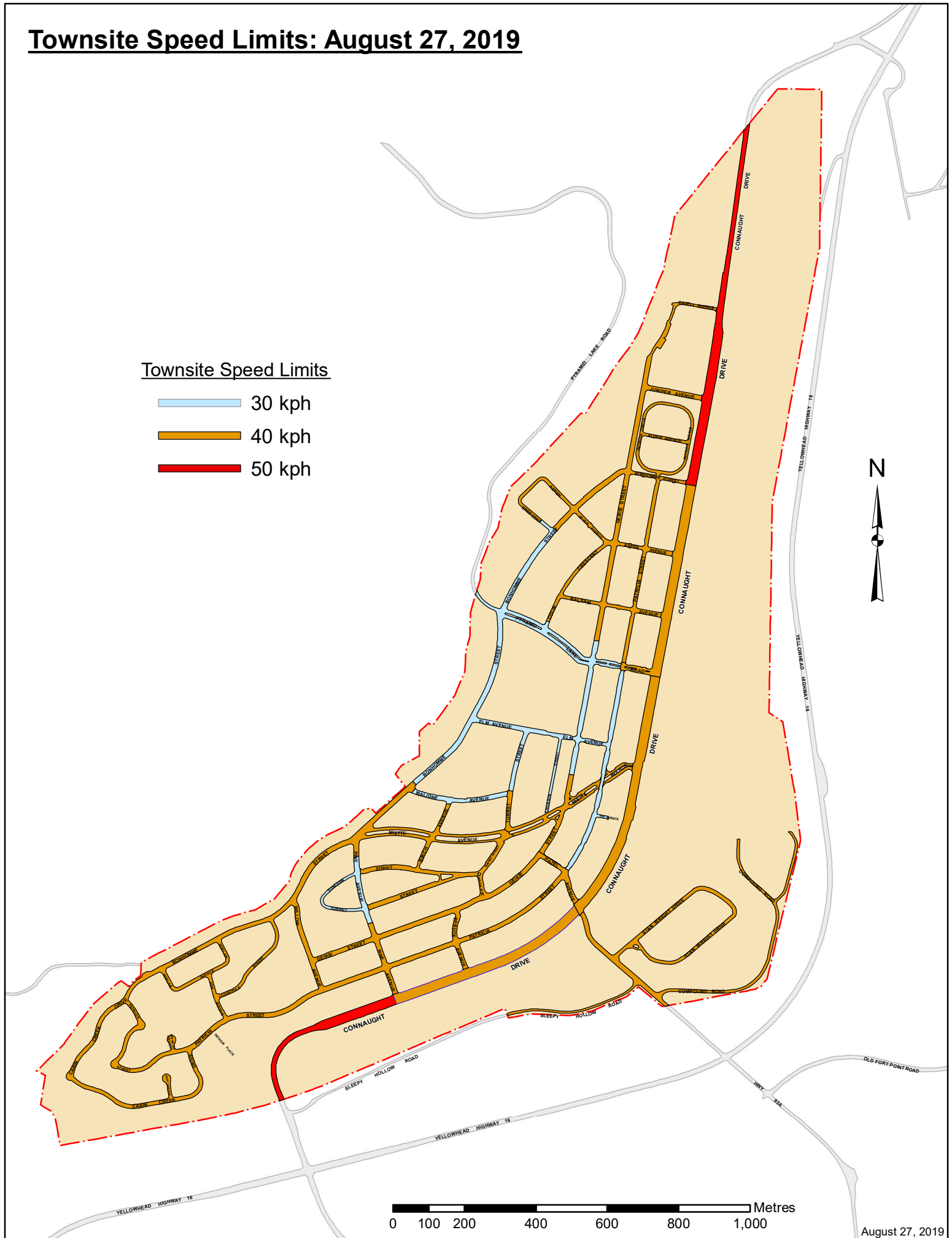
Sincerely,

Doug Laboucane  
Area Manager - Transportation, Highways

# Townsite Speed Limits: August 27, 2019

## Townsite Speed Limits

- 30 kph
- 40 kph
- 50 kph



0 100 200 400 600 800 1,000 Metres

## SCHEDULE "B"

### LISTING OF AREAS WHERE THE SPEED LIMIT IS 20 KM/HR

All Alleys as defined in the Municipality of Jasper Bylaw #216, Traffic Safety Bylaw.

### LISTING OF AREAS WHERE THE SPEED LIMIT IS 30 KM/HR

Bonhomme Street:	Maligne Avenue to Aspen Crescent
Maligne Avenue:	Bonhomme Street to Turret Street
Turret Street:	Maligne Avenue to Elm Avenue
Turret Street:	Bordering Block 33
Tonquin Street:	Bordering Block 33
Pine Avenue:	Block 34 laneway to Block 32 laneway
Geikie Street:	Block 8, Lot 6 to Block 4, Lot 6
Pyramid Lake Road:	Bonhomme Street to Patricia Street
Aspen Crescent:	Bonhomme Street to Aspen Close
Patricia Street:	Hazel Avenue to Pyramid Lake Road
Elm Avenue:	Bonhomme Street to Patricia Street
Robson Street:	Miette Avenue to Elm Avenue

### LISTING OF AREAS WHERE THE SPEED LIMIT IS 50 KM/HR

Connaught Drive:	Between the southern town boundary Pine Avenue, and between the northern town boundary and Bonhomme Street.
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Unless otherwise marked all areas of the community are 40 KM/HR



## REQUEST FOR DECISION

**Subject:** Bylaw Enforcement Services Staff Designation

**Prepared by:** Neil Jones, Licensing and Enforcement Manager  
Christine Nadon, Legislative Services Manager

**Reviewed by:** Mark Fercho, Chief Administrative Officer  
Martha Fleming, Human Resources Manager

**Date – Discussion:** August 27, 2019

**Date – Notice:** September 3, 2019

**Date – Decision:** September 17, 2019

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### Recommendation:

- That Council direct Administration to proceed with training, certifying and equipping Bylaw Enforcement Services staff to become Community Peace Officers Level 1, and to maintain current service levels by restricting the officers' enforcement ability to Community Peace Officer Level 2 type activities by policy.

### Options:

- Direct Administration to review bylaws and job descriptions to change the Bylaw Enforcement Services staff designation to Municipal Compliance Officer.

### Background:

Following a Peace Officer Level 2 fatality in the Municipal District of Foothills in 2012, the Alberta Solicitor General is making mandatory changes to the provincial Peace Officer Program. All Community Peace Officers (CPOs) will now have to be trained, qualified and equipped as CPO Level 1, which is a higher level of certification and training than the current CPO Level 2 designation Jasper's Bylaw Enforcement Services staff hold. The Municipality of Jasper currently employs Community Peace Officers Level 2 and a seasonal Municipal Compliance Officer (not trained or certified as a Peace Officer).

The rationale behind this new directive from the Solicitor General's office is that bylaw enforcement staff, regardless of their designations, are exposed to threats while dealing with the public and should be trained accordingly. Maintaining current service levels in Jasper will require training staff to CPO Level 1 standards.

Administration's recommendation to train and hire staff at a CPO Level 1 standard is largely based on the fact that Jasper is an international visitor destination. Without the Peace Officer designation, Bylaw staff would be unable to enforce provincial statutes and restricted to enforcing municipal bylaws only. This would become problematic for any motor vehicle related infractions, which make up a significant portion of the department's service calls. Without the CPO designation, officers would not have the ability to look up license plates and trace owners to move vehicles for snow removal, find owners of vehicles with distressed animals inside, or vehicles

that are parked and blocking alleyways, driveways and crosswalks. Abandoning the provincial Peace Officer designation would also mean that unpaid municipal offence tickets could no longer be escalated to provincial offences, which would affect revenue for the department.

Provincial statutes Community Peace Officers can enforce include:

- *Animal Protection Act*
- *Dangerous Dogs Act*
- *Environmental Protection and Enhancement Act*
- *Tobacco and Smoking Reduction Act*
- *Traffic Safety Act*
- *Trespass to Premises Act*

While Administration's recommendation is to train and hire staff at a CPO Level 1 standard, the Municipality can restrict the officers' enforcement ability to CPO Level 2 type activities by policy. This would allow us to meet the new provincial standards for Peace Officers while maintaining current service levels locally.

As presented under Options, transitioning to Municipal Compliance Officers and abandoning the provincial Peace Officer designation would require a thorough review and update of municipal bylaws to ensure appropriate definitions and enforcement clauses reflect the change in the officers' designation.

#### **Financial:**

Officers currently employed by the Municipality as Level 2 CPOs could complete a four-week bridging training course. After the transition period, any new officers would have to attend the standard six-week training. The cost of the four-week bridging training would be approximately \$8,800 per officer. Additional training costs include the Physical Abilities Requirement Evaluation (PARE) (approx. \$90 plus travel and expenses) and an Emergency Vehicle Operators Course (EVOC) (approx. \$750 per officer). At this time there are two vacancies within Bylaw Enforcement Services, therefore timely decisions on this matter can save the Municipality money by hiring appropriately rather than training.

#### **Strategic Relevance:**

- Public and Community Safety
  - Conduct a policy-level review of bylaw implementation, compliance and enforcement practices
- Provide necessary services to residents and visitors
- Deliver municipal service levels effectively, efficiently and affordably

#### **Relevant Legislation:**

- *Peace Officer Act* (SA 2006, cP-3.5) and regulations
- *Traffic Safety Act* (RSA 2000, cT-6)
- Municipality of Jasper *Enforcement Officer Bylaw* (#045)