

Municipality of Jasper  
**Regular Council Meeting Minutes**  
Tuesday, December 3, 2019 | 1:30 p.m.  
Quorum Room, Jasper Library and Cultural Centre

Present Deputy Mayor Paul Butler, Councillors Scott Wilson, Helen Kelleher-Empey, Jenna McGrath, Bert Journault and Rico Damota

Absent Mayor Richard Ireland

Also present Mark Fercho, Chief Administrative Officer  
Christine Nadon, Legislative Services Manager  
Kayla Byrne, Legislative Services Coordinator  
Natasha Malenchak, Director of Finance and Administration  
John Greathead, Director of Operations  
Yvonne McNabb, Director of Culture and Recreation  
Greg Van Tighem, Director of Protective Services  
Neil Jones, Licensing and Enforcement Manager  
Fuchsia Dragon, Fitzhugh  
Mike Steffler, WSP  
Claude Boocock, Jasper Artists Guild  
Paul Godbout, Jasper Royal Canadian Legion  
Greg Key, Jasper Royal Canadian Legion  
Seven observers

Call to order Deputy Mayor Butler called the meeting to order at 1:30 pm.

Approval of agenda #252/19 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the agenda for the regular meeting of December 3, 2019 as presented.

|               |               |         |
|---------------|---------------|---------|
| FOR           | AGAINST       |         |
| 6 Councillors | 0 Councillors | CARRIED |

Approval of regular minutes #253/19 MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the minutes of the November 19, 2019 regular council meeting as presented.

|               |               |         |
|---------------|---------------|---------|
| FOR           | AGAINST       |         |
| 6 Councillors | 0 Councillors | CARRIED |

Presentations: Jasper Artists Guild Budget Council heard a presentation from the Jasper Artists Guild (JAG), who is seeking support to help offset the cost of rent at the Library and Cultural Centre and increase visitation to the art gallery.

Councillors inquired about rent costs at JAG's previous location and possible ways to increase visitor traffic. Mrs. Boocock suggested signage could help with visitation.

This request will be discussed further at future meeting.

|                                       |   |
|---------------------------------------|---|
| Memorial Park Cenotaph                | <p>Council heard a presentation from the Jasper Royal Canadian Legion, who is seeking support to update and revitalize the local cenotaph.</p> <p>Councillors inquired about timelines for this project and possible grant funding opportunities.</p> <p>This request will be discussed further a future meeting.</p>   |
| Recess                                | Deputy Mayor Butler called a recess from 2:14 pm until 2:19 pm.   |
| Bylaw Summary                         | Council received a list of bylaws currently in force and those in various stages of readings.   |
| Notice: Interim Operating Budget 2020 | Council gave notice that a request for decision regarding the interim operating budget will return at the next regular meeting. Councillors asked clarifying questions regarding debenture requests, new position requests, the base budget and external requests.  |
| Recess                                | Deputy Mayor Butler called a recess from 3:29 pm until 3:38 pm.   |
| Notice: 2020 to 2024 Capital Budget   | <p>Council reviewed carry-forward projects and all of the 2020 capital budget requests. Following questions and discussions on each item Council indicated some capital items could return for decision at the next regular meeting. Those items are as follows:</p> <p>Arena:</p> <ul style="list-style-type: none"> <li>• Arena lobby roof replacement</li> <li>• Replacement of slab and boards</li> </ul> <p>Activity Centre:</p> <ul style="list-style-type: none"> <li>• Exit signs</li> <li>• Automatic door openers</li> </ul> <p>Fire:</p> <ul style="list-style-type: none"> <li>• Rescue vehicle (phase 2)</li> <li>• Turnout gear (actual cost \$16,000)</li> </ul> <p>Roads:</p> <ul style="list-style-type: none"> <li>• Missing sidewalk linkages</li> </ul> <p>Grounds:</p> <ul style="list-style-type: none"> <li>• AMA demo &amp; rehab grounds</li> <li>• Memorial bench replacements</li> <li>• Irrigation box/vault replacement</li> <li>• Small equipment</li> </ul> <p>Water:</p> <ul style="list-style-type: none"> <li>• Valve replacement program</li> <li>• Hydrant rebuilds</li> <li>• Reservoir cleaning</li> <li>• Valve actuator upgrades</li> </ul> <p>Sewer:</p> <ul style="list-style-type: none"> <li>• WWTP facility and op review</li> </ul> |

- Abandon trailer park manholes
  - Davit arm upgrades
- Garbage and recycling:
- Garbage bin replacement
  - Camera system for solid waste vehicles
- Administration:
- Exchange upgrade
  - Replace MDJHost 1 server at Activity Centre
  - Diamond software upgrade
  - JCHC housing project

Capital items that require further discussion are as follows:

Arena:

- Engineering and architecture
- Floor cleaner
- Tractor/floor machine for ice removal

Activity Centre:

- Retile basement showers
- Main entrance upgrades /doors, canopy and lighting
- Storage room in new multipurpose space
- office/meeting space design and construction (C&R)
- Parking lot paving and drains
- Firespray downstairs

Curling rink:

- Curling rink slab and brine lines

Fire:

- Replace front sidewalk and plugs
- Training room reno

Operations:

- Operations services review (split roads, grounds, water, sewer, rec and garbage)

Roads:

- Level 3 electric vehicle charger

Grounds:

- Aerway aerator
- Over seeder
- Streetscape study
- Jasper stage heaters and walls

Water:

- Bulk water portion of S block sani/water station
- Pick-up truck

Administration:

- Office/meeting space design and construction (admin)

Direction: Utility  
Rates Bylaw

Council expressed support in principle for the utility rates as presented.

This bylaw is scheduled for first and second reading at the next regular meeting.

|  |  |                              |  |                |
|--|--|------------------------------|--|----------------|
| <p>RFD: 895A<br/>Bonhomme<br/>Street Staff<br/>House<br/>Maintenance<br/>#254/19</p> | <p>MOTION by Councillor Journault – BE IT RESOLVED that Council approve a project budget of \$26,665 for maintenance and repairs at the 895A Bonhomme Street municipal staff house.</p>  | <p>FOR<br/>6 Councillors</p> | <p>AGAINST<br/>0 Councillors</p>                     | <p>CARRIED</p> |
| <p>#255/19</p>   | <p>MOTION by Councillor Journault – BE IT RESOLVED that Council approve a transfer from restricted reserves in the amount of \$15,590 to support maintenance and repair work at the 895A Bonhomme Street municipal staff house.</p>  | <p>FOR<br/>6 Councillors</p> | <p>AGAINST<br/>0 Councillors</p>                     | <p>CARRIED</p> |
| <p>Meeting<br/>extension<br/>#256/19</p>   | <p>MOTION by Councillor Damota – BE IT RESOLVED that Council extend the regular meeting of December 3, 2019 to go beyond four hours.</p>   | <p>FOR<br/>6 Councillors</p> | <p>AGAINST<br/>0 Councillors</p>                     | <p>CARRIED</p> |
| <p>RFD: Bylaw<br/>Enforcement<br/>Staff Designation<br/>#257/19</p>                  | <p>MOTION by Councillor Wilson – BE IT RESOLVED that Council set date of August 2021 for the implementation of Council’s decision on Bylaw Services. Administration would hire bylaw officers at the Community Peace Officers Level 2 level and a summer compliance officer at the Municipal Compliance Officer level until that decision implementation date.</p> | <p>FOR<br/>6 Councillors</p> | <p>AGAINST<br/>0 Councillors</p>                     | <p>CARRIED</p> |
| <p>RFD: Jasper<br/>Delegation to<br/>Hakone in 2020<br/>#258/19</p>                  | <p>MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve sending a delegation to Hakone for the 2020 budget year.</p>  | <p>FOR<br/>5 Councillors</p> | <p>AGAINST<br/>1 Councillor (Councillor McGrath)</p> | <p>CARRIED</p> |
|  | <p>A budget for this delegation hasn’t been approved yet, but Administration is recommending approximately \$10,000 be allocated to the delegation using funds from the Hakone Delegation Restricted Reserve and the Council Projects budget item. This will be decided on at a future meeting.</p>  |                              |  |                |
| <p>Notice:<br/>Appointments to<br/>Boards and<br/>Committees</p>                     | <p>Council gave notice that a decision will be made on appointments to boards and committees at the next regular meeting. Council’s Human Resources Committee will meet next week to review all the applications.</p>  |                              |  |                |

Councillor Reports

Councillor Damota attended a Jasper Partnership Initiative meeting.

Councillor Butler attended an Evergreens Foundation meeting; the organization will be electing a new chair in the near future.

Councillors Kelleher-Empey and Journault will attend a strategic planning meeting for Community Futures West Yellowhead, followed by the organization's Christmas Party.

Upcoming events

Council received a list of upcoming events

Adjournment #259/19

MOTION by Councillor Damota – BE IT RESOLVED that, there being no further business, the regular meeting of December 3, 2019 be adjourned at 5:43 pm.

FOR  
6 Councillors

AGAINST  
0 Councillors

CARRIED

---

Mayor

---

Chief Administrative Officer