

Municipality of Jasper  
**Special Regular Council Meeting Minutes**  
Tuesday, March 31, 2020 | 1:30 p.m.

Electronic Meeting      The March 31, 2020 special meeting was conducted electronically through Zoom. All meeting attendees participated or observed by electronic means.

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

Also present      Mark Fercho, Chief Administrative Officer  
Christine Nadon Legislative Services Manager  
Natasha Malenchak, Director of Finance and Administration  
Kayla Byrne, Legislative Services Coordinator  
Fuchsia Dragon, Fitzhugh  
31 staff members or public observers

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

Additions to the Agenda & Approval of Agenda #80/20      MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council approve today’s agenda with the following additions:  
- Item 3.6 Upcoming Council meeting schedule discussion  
- Item 3.7 Correspondence on behalf of local businesses and landlords in Jasper

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Municipal Property Tax Deferrals #81/20      MOTION by Councillor McGrath – BE IT RESOLVED that Council direct Administration to defer applying any penalties on both residential and non-residential property taxes until September 1, 2020.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

This item will be further discussed as warranted.

Municipal Utility Payment Deferrals #82/20      MOTION by Councillor Butler – BE IT RESOLVED that Council direct Administration to defer applying any penalties on any service account between now and September 1, 2020.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

#83/20 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council direct Administration to defer the application of section 11.4 of the Utility Fees Levy and Collection Bylaw until September, 1 2020.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

This item will be further discussed as warranted.

COVID-19 Response and Operating Budget 2020

Administration presented the 2020 operating budget at a zero percent increase due to cost reduction measures in response to the COVID-19 pandemic.

#84/20 Administration noted this zero percent increase is actually a decrease from the 2019 operating budget due non-discretionary increases. Administration also confirmed it will continue to seek cost reduction measures once a budget has been approved.

Councillors discussed and inquired about numerous points, including spending limits, external funding requests, rent deferrals for municipal building tenants, and programs and service levels.

Council will make a decision on the operating budget at the April 7 meeting, which will allow for the tax bylaw and tax notices process to proceed.

Regarding rent payments from municipal building tenants, Council made the following decision:

MOTION by Councillor McGrath – BE IT RESOLVED that Council direct administration to defer collection of any rents from any of the Municipality of Jasper's tenants until September 1, 2020.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Recess Mayor Ireland called a recess from 3:45 pm until 3:51 pm.

Interim Electronic Meetings Policy & Procedures

MOTION by Councillor Damota – BE IT RESOLVED that Council approve the interim policy and procedures subject to amendments proposed by Council.

#85/20

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Letter to Jasper Businesses regarding COVID-19 support

In the absence of objection, Council will move forward with a joint-letter, in partnership with the Jasper Park Chamber of Commerce and Community Futures West Yellowhead, to local businesses regarding available resources during the COVID-19 pandemic.

Councillors noted the letter should encourage business owners to pass on any deferrals to tenants where possible.

Upcoming  
Council Meeting  
Schedule  
#86/20

MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council cancel all committee of the whole meetings currently scheduled during the months of April, May and June, 2020 and hold regular council meetings (electronically) at the same dates and times as the cancelled committee of the whole meetings would otherwise have been held.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

#87/20

MOTION by Councillor Damota – BE IT RESOLVED that Council change the start time of its regular meetings from 1:30 pm to 9:30 am on the first and third Tuesdays of the month until the end of June 2020.

FOR	AGAINST	
5 Councillors	2 Councillors (Councillors Wilson & Journault)	CARRIED

In Camera  
#88/20

MOTION by Councillor Journault – BE IT RESOLVED that Council move in camera at 4:21 pm to discuss agenda item 4.1 Human Resources Matter - FOIP s.24.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Revert to open  
meeting  
#89/20

MOTION by Councillor Journault – BE IT RESOLVED that Council revert to open meeting at 6:08 pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Due to some technical difficulties, the public meeting did not resume until 6:38 pm.

Summary of In  
Camera  
Discussion

To further increase cost saving measures, Council announced it and municipal management will see a pay freeze and the municipal workforce would be reduced by approximately 24 percent.

Council also cancelled its 2020 delegation to Hakone, Japan and its annual attendance at the Federation of Canadian Municipalities and the Alberta Urban Municipalities Association conferences.

As other cost saving measures are identified, they will be brought to Council for further consideration.

Adjournment  
#90/20

MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that, there being no further business, the special regular meeting of March 31, 2020 be adjourned at 6:43 pm

FOR  
7 Councillors

AGAINST  
0 Councillors

CARRIED

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Mayor

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Chief Administrative Officer