

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, October 13, 2020 | 9:30 am  
Quorum Room, Jasper Library and Cultural Centre

Virtual viewing and participation	Public viewing and participation during Council meetings is through Zoom livestreaming.
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Jenna McGrath, Helen Kelleher-Empey, Paul Butler, Scott Wilson and Bert Journault
Also present	Mark Fercho, Chief Administrative Officer Natasha Malenchak, Director of Finance and Administration John Greathead, Director of Operation Kayla Byrne, Legislative Services Coordinator Christine Nadon, Legislative Services Manager <i>Attended or participated through Zoom:</i> Joanne McQuarrie, Fitzhugh Bob Covey, Jasper Local Six observers
Call to Order	Deputy Mayor Damota called the meeting to order at 9:31 am.
Approval of Agenda	MOTION by Councillor Kelleher-Empey to approve the agenda for October 13, 2020 as presented. <p style="text-align: right;">CARRIED</p>
Approval of Minutes	MOTION by Councillor McGrath to approve the minutes of the September 22, 2020 meeting as presented. <p style="text-align: right;">CARRIED</p>
Council Strategic Priorities Update	Councillors suggested changing the name of the municipal business plan to “service plan”.  Councillors would like to discuss the Culture and Recreation Services Review at its next Strategic Priorities meeting and possibly at its next Committee of the Whole meeting.
Information Updates: Municipal Operating Support Transfer (MOST)	Through the Municipal Operating Support Transfer (MOST) program, the Municipality of Jasper received a total allocation of \$3,361,561, which includes a tourism component.  Council thanked Premier Kenney, MLA Long and Tourism Jasper, as well as, its colleagues in Banff and Canmore, and Administration for all its efforts in helping to secure this funding.  The full information report is in today’s agenda.
Investing in Canada Infrastructure Program (ICIP)	Council received an updated information report on the Investing in Canada Infrastructure Program (ICIP), which included the 2020-2022 capital enhancement listings.  The full information report is in today’s agenda.

Municipal Stimulus Program (MSP)	<p>Through the Municipal Stimulus Program (MSP), the Municipality of Jasper received a total allocation of \$545,609. Municipal projects that have been submitted for this funding are the S-Block sani dump station and asphalt repairs on the 800 block of Geikie Street.</p> <p>Councillors inquired if MSP funding could be utilized to help with the Municipality's efforts to gain control over land use and planning and other potential uses. Councillors also inquired about municipal responsibilities versus Parks Canada responsibilities with respect to sani dumps.</p>
Commercial Cardboard engagement process	<p>The Director of Operations provided a verbal update on the commercial cardboard engagement process, noting there has been an improvement since the process began.</p> <p>Administration inquired if Councillors McGrath and Damota, the appointed members of Council's Environmental Responsibility Committee, could attend a Jasper Park Chamber of Commerce (JPCC) meeting to further discuss proposed changes and solutions. Councillors McGrath and Damota confirmed their availability; meeting details will be provided through email.</p> <p>It was confirmed that the JPCC meeting is not the activation of the Environmental Responsibility Committee, but rather a meeting to discuss commercial cardboard with the business community. Councillors noted the importance of establishing Terms of Reference for the Environmental Responsibility Committee.</p>
Recess	Deputy Mayor Damota called a recess from 11:01 am until 11:10 am.
Brief Updates: Arena Reopening	<p>Council discussed a request to approve an additional net deficit of \$34,000 to reopen the Arena starting December 1, 2020 or earlier pending construction, staff availability and training. The Director of Culture and Recreation confirmed that the financial ask is for staffing, training, enhanced cleaning and ice start-up.</p> <p>Council requested more details.</p> <p>Council is scheduled to make a decision on this item at the next regular meeting.</p>
Seasonal Suspension of Compost Collection	<p>With respect to Administration's recommendation to suspend the municipal compost program throughout the winter, councillors requested options to improve the program rather than proceed with a seasonal suspension.</p> <p>An updated report is scheduled to return at the next meeting.</p>
In Town Paid Parking	Administration inquired if Council would like to implement paid parking in the 2021 budget year or pursue this item in a future budget year. Councillors indicated they would like paid parking to be included for further discussion for the upcoming budget discussions.
Recess	Deputy Mayor Damota called a recess for lunch from 12:30 pm until 1:20 pm.

Bylaw Enforcement Services Staff Designation	<p>Administration inquired if Council would like to include funding in the 2021 Operating Budget to support the possible transition to Community Peace Officers (CPO) Level 1 designation for Bylaw Enforcement Services staff.</p> <p>Councillors inquired about the policy which first appointed CPOs within the community; employee compensation; training timelines; and enforcement variances between CPOs and Municipal Compliance Officers (MCOs).</p> <p>Councillors indicated they would like this item to be included for further discussion for the upcoming budget discussions.</p>
Meeting extension	<p>MOTION by Mayor Ireland that Council extend today's meeting beyond four hours.</p> <p style="text-align: right;">CARRIED</p>
2021 Service Levels, Budget Process and Financials	<p>The Director of Finance and Administration presented a draft list of 2021 service levels. The financial information presented in today's report is based on the 2019 operating budget.</p> <p>Councillors inquired about grant and user fees. Councillors requested a breakdown of expenses covered by grants, user fees and tax dollars.</p> <p>Administration also discussed future service plans, which will aid in upcoming budget discussions.</p> <p>Administration suggested it host a budget and service plan workshop for Council prior to the public budget meetings. Administration will finalize workshop details through email.</p> <p>Regarding the budget process, Administration will return with a revised report.</p>
Recess	<p>Deputy Mayor Damota called a recess from 3:18 pm until 3:31 pm.</p>
Organizational Meeting Preparation	<p>Council reviewed draft documents for its upcoming organizational meeting.</p>
Councillor Wilson	<p>Councillor Wilson joined the meeting at 4:01 pm.</p>
Correspondence: Private Home Accommodations	<p>In response to a letter from Parks Canada, Councillors requested that Administration return to the next Committee of the Whole meeting with a report on private home accommodations. Once the report has been reviewed and discussed by Council, Administration will invite representatives from Parks Canada to discuss its recommendations at a Council meeting.</p>
Patio Extension Project	<p>In response to a letter from the Jasper Brewing Company, Council confirmed it will review and discuss the patio extension pilot program at a future meeting.</p>
Council representation	<p>Councillors Wilson and Kelleher-Empey will attend a Community Futures West Yellowhead meeting.</p>

Upcoming events	Council received a list of upcoming events.	
In camera	MOTION by Councillor Journault that Council move in camera at 4:24 pm to discuss agenda item 13.1 Personnel matter – FOIP Act s. 24(1)(b) and s. 24(1)(d), Advice from Officials.	CARRIED
Revert to open meeting	MOTION by Councillor Journault that Council revert to open meeting at 5:24 pm.	CARRIED
Adjournment	MOTION by Councillor Butler that, there being no further business, the meeting of October 13, 2020 be adjourned at 5:25 pm.	CARRIED