

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**

Tuesday, October 27, 2020 | 9:30 am

Conducted virtually through Zoom

Virtual viewing and participation	This meeting was conducted virtually through Zoom. Public viewing and public participation during Council meetings is through Zoom livestreaming.
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Jenna McGrath, Helen Kelleher-Empy, Paul Butler, Scott Wilson and Bert Journault
Also present	Mark Fercho, outgoing Chief Administrative Officer John Greathead, interim Chief Administrative Officer Natasha Malenchak, Director of Finance and Administration Kayla Byrne, Legislative Services Coordinator Christine Nadon, Legislative Services Manager Joanne McQuarrie, Fitzhugh Bob Covey, Jasper Local 13 observers
Call to Order	Deputy Mayor Damota called the meeting to order at 9:30 am.
Approval of Agenda	MOTION by Councillor Kelleher-Empy to approve the agenda for October 27, 2020 as presented.  CARRIED
Approval of Minutes	MOTION by Councillor McGrath to approve the minutes of the October 13, 2020 meeting as presented.  CARRIED
Public health update and concerns	Councillors considered public health factors for resuming in-person meetings. As Jasper remains in Alberta Health Services' (AHS) "watch" classification, councillors indicated their preference to continue meeting virtually until further notice.  Administration confirmed it remains in close contact with AHS and is monitoring the situation.
Council Strategic Priorities Update	One of Council's main priorities right now is finding a new Chief Administrative Officer. Councillors thanked Mr. Fercho for all his efforts and dedication throughout the years.
Brief Updates: 2021 Budget Process	Administration presented a report recommending that Council set a target municipal tax requisition for 2021; that Council begin identifying areas for service level adjustments; and that Council determine a final decision date for the operating budget.  Administration also presented information on non-discretionary increases and decreases, service level requests, allocation to reserves, asset management, and proposed utility base increases. The full presentation is available on the <a href="#">municipal website</a> .  With respect to 2021 utility fees, Administration recommended that Council consider changes to the utility fee structure and set a target amount for utility reserves for 2021.

Administration explained that proposed service level increases would allow the Municipality to maintain 2019 service levels, but also allow the Municipality to meet minimum service levels that may not have been met in the past, specifically with respect to the utilities department.

For the benefit of the public, councillors noted the importance of clearly communicating any increases or changes.

Councillors requested more information on the proposed increase to utility rates. Councillors discussed the possibility of a fixed charge and a consumption charge for utilities; and best practices to maintain service levels.

Councillors also discussed and made inquiries about 2019 service levels; salary increases and decreases; reserves; user fees; equity and business licences; uses for the provincial MOST allocation; a fees and rates bylaw; and public budget presentation timelines. The dates for the public budget meetings are expected to be confirmed following the next regular meeting.

Council is scheduled to make a decision on the 2021 budget process at the next regular meeting. The 2021 budget will be decided at a future meeting.

Recess

Deputy Mayor Damota called a recess from 11:23 am – 11:33 am.

Private Home  
Accommodation  
letter from Parks  
Canada

Councillors discussed and commented on PHAs and real estate prices; housing supply; compliance; and a transfer of land-use and planning authority.

Council directed Administration to invite representatives from Parks Canada to attend the next committee of the whole meeting to further discuss its letter on private home accommodations. Prior to the next Committee of the Whole meeting, Council will meet for a Strategic Plan Committee meeting to discuss its strategy regarding the inquiries made by Parks Canada.

Fruit Tree  
Removal

Without objection from Council, Administration will work with Parks Canada to remove fruit trees near the playground at the 1100 block of Patricia Street. Parks Canada has identified these trees as bear attractants, which are deemed to be dangerous for the community and for bears.

Administration also inquired if the fruit trees near the fire hall could also be removed. Prior to any removal, councillors directed Administration to confirm if the fruit trees near the fire hall are the commemorative trees, planted in recognition of Jasper's sister city relationship with Hakone, Japan; councillors indicated the removal of the commemorative trees should be avoided.

Upcoming events

Council received a list of upcoming events.

Adjournment

MOTION by Councillor McGrath that, there being no further business, the meeting of October 27, 2020 be adjourned at 1:26 pm.

CARRIED