

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
Tuesday, March 13, 2018 | 9:30 a.m.  
Council Chambers, Jasper Library & Cultural Centre

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| Present                              | Mayor Richard Ireland, Deputy Mayor Paul Butler, Councillors Helen Kelleher-Empey, Jenna McGrath, Bert Journault, Scott Wilson and Rico Damota  |
| Also present                         | Mark Fercho, Chief Administrative Officer<br>Kayla Byrne, Legislative Services Coordinator<br>Natasha Malenchak, Director of Finance and Administration<br>Kathleen Waxer, Director of Community and Family Services<br>Lisa Daniel, Childcare Services Manager<br>Dave Osborne, Licensing and Enforcement Manager<br>Neil Jones, Bylaw Enforcement Officer<br>James Jackson, Tourism Jasper<br>Ken Kuzminski, Jasper Legion<br>Craig Gilbert, the Fitzhugh<br>Bob Covey, the Jasper Local<br>Two observers |
| Call to order                        | Deputy Mayor Butler called the meeting to order at 9:31 a.m.  |
| Additions to the agenda              | MOTION by Councillor Damota to add the following item to today's agenda:<br>13.3 Deliberative Matter – Human Resources Committee discussion – FOIP, S. 17; and move items 7.7 and 7.8 to items 7.1 and 7.2, respectively.   |
| Approval of agenda                   | MOTION by Councillor McGrath to approve the agenda for March 13, 2018 as amended.<br><span style="float: right;">CARRIED</span>   |
| Approval of minutes                  | MOTION by Councillor McGrath to approve the minutes of the February 27, 2018 meeting as presented.<br>CARRIED   |
| Tourism Jasper presentation          | James Jackson, General Manager of Tourism Jasper, presented information on the Tourism Jasper strategic plan, business plan and future projects including an outdoor stage on the Exchange Lands. Regarding the proposed stage, Council discussed funding commitments including a proposed municipal commitment and grant funding; and discussed the design including the possibility of public washrooms.  |
| Bus. arising from minutes            | None.   |
| Brief updates: Busking pilot project | Council inquired if monitoring the proposed busking pilot program would be too much to ask of the Bylaw Department. Mr. Osborne and Mr. Jones expressed their comfort with the project. This item will return for decision at the next regular Council meeting.   |

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| Snow and ice removal on sidewalks                    | Councillor Butler asked about the protocol for enforcing citizens to clear the sidewalks outside of their residences. Mr. Jones explained Bylaw Enforcement Officers perform foot patrols to monitor compliance with the appropriate bylaw. If the sidewalk is in need of maintenance, the Bylaw Enforcement Officer on duty will issue a notice, which typically leads to compliance. The department has issued about 120 notices this winter, only about 10 were complaint driven. Council discussed the possibility of having more accessible sand bins for citizens.  |
| Recess   | Deputy Mayor Butler called a recess from 10:35 to 10:40 a.m.  |
| Budget and policy committee & cannabis working group | Following some discussion on the necessity of these proposed groups, and the individual time commitments of some Councillors which would be needed for meetings, Mr. Fercho indicated these groups could be created on an administrative level, incorporating Council whenever deemed appropriate. Council agreed with this sentiment.  |
| ARB member training                                  | Council's HR Committee recommended sending two of the four applicants to the upcoming ARB training. This item will return for decision at the next regular Council meeting.   |
| ARB training, Councillor Butler                      | Council discussed the benefit of having a Councillor participate in the upcoming ARB training, however, questioned the eligibility of a Councillor to sit on the board. This item will return for decision at the next regular Council meeting.   |
| 2018 operating budget – Finance & Admin, CFS         | Regarding the 2018 operating budget, Council inquired about the Health and Safety position. Mr. Fercho clarified this is not a new position, but rather an addition of resources to a current position to aid with the improvement of Health and Safety standards within the Municipality. In reference to the Finance and Administration 2018 operating budget, Council discussed the \$40,000 increase in contracted and general services in the Legislative Services budget, noting the importance of communications and emergency communications. Regarding the Community and Family Services 2018 budget, Mrs. Waxer noted the department received \$100,000 in federal funding for its settlement services program and received funding from the University of Alberta to conduct a transportation master plan for medically at risk people in the region. The complete 2018 operating budget will return for decision at the next regular meeting. |
| Capital carry forward 2018                           | Council discussed reserves, a future borrowing bylaw and a future debenture. This item will return for decision at the next regular Council meeting   |
| Legion taxation – CARB decision                      | Council indicated it was not in favour of subjecting taxpayers to the costs associated with appealing the CARB decision regarding the Jasper Legion, but that it was in favour of writing off the Legion's municipal taxes for 2015 and 2016, and of utilizing tax payments made by the Legion in 2015 to pay the outstanding Alberta School Foundation Fund (ASFF) and Evergreens Foundation taxes due up to and including 2017. Council also discussed a possible bylaw for the taxation of not-for-profit properties.  |
| Corres:  | None.   |
| Other new bus.                                       | None.   |

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| Council Rep. on<br>Boards, Meetings | <p>Councillor McGrath will attend a Collaborative Action Team meeting and a Jasper Community Team meeting.</p> <p>Councillor Kelleher-Empey inquired about Council representation on a Community and Family Services immigration committee. Mr. Fercho will look into this and provide more information in the future.</p> <p>Mayor Ireland informed Council that the AUMA has recently changed the name of its Mayors' Caucus to the Municipal Leadership Caucus, with the intent of attracting a broader reach of municipal leaders.</p> <p>Councillor Butler attended an Evergreens Foundation meeting, where possible delays in the new Edson facility build were discussed. Councillor Butler will provide updates as conditions warrant.</p> |
| Events                              | <p>Council received a list of upcoming events.</p>   |
| In camera                           | <p>MOTION by Councillor Kelleher-Empey to close the meeting to the public at 1:06 p.m. for agenda items:<br/> 13.1 Deliberative Matter – Mayor's Recognition Awards selection – FOIP, S. 17;<br/> 13.2 Deliberative Matter – Intergovernmental meeting pre-discussion – FOIP, S. 21;<br/> And 13.3 Deliberative Matter – Human Resources Committee discussion – FOIP, S. 17.</p> <p style="text-align: right;">CARRIED</p> <p>Ms. Byrne was present for in camera item 13.1. Mr. Fercho was present for all three in camera items.</p>   |
| Revert to public<br>meeting         | <p>MOTION by Mayor Ireland that Council revert to public meeting at 1:42 p.m.</p> <p style="text-align: right;">CARRIED</p>  |
| Adjournment                         | <p>MOTION by Councillor McGrath that, there being no further business, the meeting of March 13, 2018 be adjourned at 1:42 p.m.</p> <p style="text-align: right;">CARRIED</p>   |