

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
January 5, 2021 | 9:30 am
Conducted virtually through Zoom



Notice: Meetings are currently being conducted virtually. Public viewing and public participation during Council meetings will continue through Zoom live-streaming. Council meetings are also archived on YouTube for viewing anytime.

To live-stream this meeting starting at **9:30 am**, use the following Zoom link: <https://us02web.zoom.us/j/87657457538>

- 1 CALL TO ORDER**
- 2 APPROVAL OF AGENDA**
 - 2.1 Regular meeting agenda, January 5, 2021 attachment
- 3 APPROVAL OF MINUTES**
 - 3.1 Regular meeting minutes, December 15, 2020 attachment
- 4 PRESENTATIONS**
 - 4.1 Emergency Coordination Centre (ECC) Update verbal
- 5 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 6 DEPARTMENT REPORTS**
- 7 BYLAWS**
 - 7.1 Bylaw Summary attachment
 - 7.2 Temporary Compulsory Face Covering Amending Bylaw #2 – 3rd reading attachment
 - 7.3 Utility Fees Levy and Collection Bylaw 2021 – all three readings attachment
- 8 REQUESTS FOR DECISION**
 - 8.1 RFD: Chief Administrative Officer appointment attachment
- 9 CORRESPONDENCE FOR INFORMATION, CONSIDERATION OR ACTION**
- 10 OTHER NEW BUSINES**
- 11 COUNCILLOR REPORTS**
- 12 UPCOMING EVENTS**
- 13 ADJOURNMENT**

Please note: All regular and committee meetings of Council are recorded and archived on YouTube.

Municipality of Jasper

Strategic Priorities 2018-2022

Council's aspiration is the continued enhancement of Community Health within the framework of the effective, efficient and fiscally responsible provision of municipal services.

To achieve that aspiration, Council has identified six priority areas on which to focus its efforts during the next four years.

Council's Mission

Council's mission is to advance the community's vision and interests by:

- fostering positive relationships;
- responsibly managing municipal finances and assets (through committed adherence to the municipal Asset Management Plan); and
- delivering municipal service levels effectively, efficiently and affordably.



Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, December 15, 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 Paul Butler, Councillors Jenna McGrath, Helen Kelleher-Empy, Bert Journault and Rico Damota		
Absent	Councillor Scott Wilson		
Also present	John Greathead, Interim Chief Administrative Officer Christine Nadon, Legislative Services Manager Kayla Byrne, Legislative Services Coordinator Natasha Malenchak, Director of Finance and Administration Justin Melnyk, Jasper Park Chamber of Commerce (JPCC) Ralph Melnyk, Jasper Hotel Association Joanne McQuarrie, Fitzhugh 18 observers		
Call to order	Mayor Ireland called the meeting to order at 9:31 am.		
Additions to the agenda #330/20	MOTION by Councillor McGrath – BE IT RESOLVED that Council add the following item to the December 15, 2020 agenda: <ul style="list-style-type: none"> • 8.6 Bylaw staffing request 		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #331/20	MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council approve the December 15, 2029 agenda as amended.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of regular minutes #332/20	MOTION by Councillor Journault – BE IT RESOLVED that Council approve the minutes of the December 1, 2020 regular meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of special minutes #333/20	MOTION by Councillor Journault – BE IT RESOLVED that Council approve the minutes of the December 8, 2020 special meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED

2021 budget – JPCC	Justin Melnyk, on behalf of the Jasper Park Chamber of Commerce (JPCC), requested that Council pass an interim operating budget, allowing some time to assess how the COVID-19 pandemic will affect taxpayers in 2021 before implementing any potential fee or tax increases.						
2021 budget – Jasper Hotel Association	Ralph Melnyk, on behalf of the Jasper Hotel Association, expressed concerns regarding proposed increases to the municipal budget and utility fees.						
Bylaw Summary	Council received a list of bylaws currently in force and those in various stages of readings.						
Face Covering Amending Bylaw #2 – 3rd reading	<p>Due to similar mandates announced by the Government of Alberta on December 8, Council delayed passing the Temporary Compulsory Face Covering Amending Bylaw #2 (Bylaw #231), which proposed to expand the existing bylaw to include indoor workplaces.</p> <p>The Government of Alberta’s mandatory restrictions apply provincewide and will be in place at least until January 12, 2021. Council will reassess amendments to the face covering bylaw at a future meeting.</p>						
Recess	Mayor Ireland called a recess from 11:15 am until 11:31 am.						
Utility Fees Levy and Collection Bylaw 2021 – 1 st & 2nd reading	Council delayed the first and second reading of the 2021 Utility Fees Levy and Collection Bylaw; and directed staff to return to the January 5 regular Council meeting with a draft bylaw similar to the 2020 Utility Fees Bylaw. Council is scheduled to further discuss 2021 utility fees at the December 22 Committee of the Whole meeting and provide direction on a proposed fee increase at that time.						
2021 Operating Budget #334/20	<p>MOTION by Councillor McGrath – BE IT RESOLVED that Council approve an interim operating budget based on the 2020 operating budget to allow municipal operations to carry on into 2021.</p> <table border="0" style="width: 100%;"> <tr> <td style="text-align: left;">FOR</td> <td style="text-align: center;">AGAINST</td> <td></td> </tr> <tr> <td style="text-align: left;">6 Councillors</td> <td style="text-align: center;">0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillors	CARRIED					
2021 to 2025 Capital Budget	<p>Council gave notice that it may make a decision on the capital budget at a future Regular meeting.</p> <p>Should the budget be approved as presented, councillors asked what municipal debt levels and annual payments are expected to look like at the end of 2021. Councillors also inquired about the maximum borrowing amount for the Municipality of Jasper.</p> <p>Council and Administration noted the operating and capital budgets are subject to change pending a decision on the 2021 utility rates.</p>						

Rent relief for tenants of municipal facilities – waiver of notice #335/20	MOTION by Councillor McGrath – BE IT RESOLVED that Council waive the otherwise required notice in order to make a decision on rent relief for tenants of municipal facilities.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Rent relief for tenants of municipal facilities #336/20	MOTION by Councillor Damota – BE IT RESOLVED that Council waive rent for tenants in all municipal facilities during all times at which the municipal facilities are closed due to COVID-19.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
In town paid parking	Council discussed a recommendation from Administration to implement paid parking in the 2021 budget. Councillors indicated this request would require further discussion and additional public engagement.			
Meeting extension #337/20	MOTION by Councillor Damota – BE IT RESOLVED that Council extend the December 15, 2020 meeting beyond four hours.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
In camera #338/20	MOTION by Councillor Damota – BE IT RESOLVED that Council move in camera at 12:43 pm to discuss agenda items 8.5 and 8.6.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Revert to open meeting #339/20	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council revert to open meeting at 1:17 pm.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 1:17 pm until 1:30 pm.			
Library Board #340/20	MOTION by Councillor Journault – BE IT RESOLVED that Council appoint Diane Tremblay to the Jasper Municipal Library Board for a three year term.	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED

Municipality of Jasper Bylaw Summary

Updated: 2020-12-24

	Bylaw	Date Repealed	Repeals Bylaw	Replaced by Bylaw	Scheduled date for next reading			Date Forwarded	Date Certified
					First Reading	Second Reading	Third Reading & Approval		
232	Utility Fees Levy and Collection Bylaw 2021		226		2021-Jan-05	2021-Jan-05	2021-Jan-05		
231	Temporary Compulsory Face Covering Amending Bylaw #2				2020-Dec-08	2020-Dec-08	2021-Jan-05	2020-Dec-09	2020-Dec-10
230	Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw				2020-Sept-08	2020-Sept-08	2020-Sept-15	2020-Sept-08	2020-Sept-10
229	CMHC Borrowing Bylaw 2020				2020-Aug-18	2020-Aug-18	2020-Sept-01	2020-Aug-18	2020-Aug-19
228	Temporary Compulsory Face Covering Bylaw				2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04	2020-Aug-04
227	Tax Rates Bylaw 2020		217		2020-May-19	2020-May-19	2020-May-26	2020-May-19	2020-May-20
226	Utility Fees Levy and Collection Bylaw 2020 A		223		2020-Apr-07	2020-Apr-07	2020-Apr-14	2020-Apr-07	2020-Apr-08
225	Supplementary Tax Bylaw 2020		214		2020-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
224	Supplementary Assessment of Improvements 2020		213		20-Jan-21	2020-Jan-21	2020-Feb-04	20-Jan-22	20-Jan-23
223	Utility Fees Levy and Collection Bylaw 2020		212		19-Dec-17	19-Dec-17	20-Jan-07	19-Dec-19	19-Dec-23
222	Records Management Bylaw				19-Nov-19				
221	Traffic Advisory Committee Repeal Bylaw		111		19-Oct-15	19-Nov-05	19-Nov-19		
220	Waste Water Treatment Plant Borrowing Bylaw				19-Aug-20	19-Oct-01	19-Oct-15		
219	Jasper Recreation Complex Renovation Phase 1 Borrowing Bylaw 2019				19-Aug-20	19-Oct-01	19-Oct-15		
218	Taxation of Hostelling International Property Bylaw 2019				19-Jul-16	19-Aug-13	19-Aug-20	19-Aug-14	19-Aug-15
217	Taxation Rates Bylaw 2019		209	227	19-May-21	19-May-21	19-Jun-04	19-May-27	19-May-27
216	Traffic Safety Bylaw 2019		195		19-Apr-16				
215	Waste Reduction Regulation Bylaw				19-Apr-02	19-May-21	19-Jun-04	19-May-27	19-May-27



**Certification of Municipality of Jasper
Bylaw #231
TEMPORARY COMUPLSORY FACE COVERING BYLAW
AMENDING BYLAW**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 231, which received first reading on the 8th day of December, 2020 and second reading on the 8th day of December, 2020 by the Council of the Municipality hereby certify with respect to Bylaw #231 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 9th day of December, 2020.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #231**

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AMEND BYLAW #228, THE TEMPORARY COMPULSORY FACE COVERINGS BYLAW 2020.

WHEREAS pursuant to section 7 of the *Municipal Government Act* (RSA 2000, cM-26), a Council of a Municipality may pass bylaws respecting:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people, activities and things in, on or near a public place or place that is open to the public; and
- (c) businesses, business activities and persons engaged in business;

WHEREAS pursuant to section 8(a) of the *Municipal Government Act* (RSA 2000, cM-26) a Council of a Municipality may pass a bylaw to regulate an activity;

WHEREAS pursuant to section 9(a) of the *Municipal Government Act* (RSA 2000, cM-26) a Council of a Municipality is empowered to respond to present and future issues in their municipality;

WHEREAS on March 11, 2020 the World Health Organization declared a global pandemic related to the novel coronavirus and the spread of COVID-19, which pandemic remains a health risk;

WHEREAS the World Health Organization, the Chief Public Health Officer for Canada and the Chief Medical Officer of Health for Alberta have identified face coverings as a means to reduce the spread of the COVID-19 virus;

WHEREAS on August 4, 2020 Council of the Municipality of Jasper passed Bylaw #228, *Jasper Temporary Compulsory Face Covering Bylaw*;

WHEREAS on September 15, 2020 Council of the Municipality of Jasper passed Bylaw #230, *Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw*;

AND WHEREAS Council considers it expedient and desirable to amend the said Bylaw #228;

NOW THEREFORE the Council of the Specialized Municipality of Jasper, in the Province of Alberta, duly assembled, enacts:

1. Citation

- 1.1 This Bylaw may be cited as the "Jasper Temporary Compulsory Face Covering Bylaw Amending Bylaw #2".

2. Purpose

- 2.1 This Bylaw amends Bylaw #228, the *Jasper Temporary Compulsory Face Covering Bylaw*, and shall be in force and effect during any period while the community of Jasper is subject to enhanced status pursuant to Alberta Health Services region classification.

3. Amendments

- 3.1 The preamble of Bylaw #228, the *Jasper Temporary Compulsory Face Covering Bylaw* is hereby amended as follows:

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO MAKE COMPULSORY THE WEARING OF FACE COVERINGS IN INDOOR PLACES IN THE TOWN OF JASPER.

- 3.2 Section 2 of Bylaw #228, the *Jasper Temporary Compulsory Face Covering Bylaw* is hereby amended by adding the following subsection to be inserted immediately following subsection 2.1.7 as subsection 2.1.8 as follows:

"*Indoor workplace*" means any part of a building, structure or other enclosed area in which any group of people in excess of one, attend for the purpose of work or employment, including, without limiting the generality of the foregoing, attending for the purpose of performing a contract, or for performance of a trade, profession, or calling.

- 3.3 Section 3 of Bylaw #228, the *Jasper Temporary Compulsory Face Covering Bylaw* is hereby amended by replacing subsection 3.1 as follows:

A person must, in an *indoor public place*, and in an *indoor workplace*, wear a face covering in a manner which covers the nose, mouth and chin.

4. Ratification

- 4.1 Except as hereinbefore expressly provided, all provisions of Bylaw #228 are hereby ratified and confirmed and shall continue in full force and effect.

5. Severability

- 5.1 If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

6. Coming into Force

- 6.1 This Bylaw shall come into force and effect on the final day of passing thereof.
- 6.2 If any provision herein is adjudged to be repugnant to any federal or provincial legislation or regulation, this Bylaw shall continue in full force and effect but any such repugnant provision shall be of no force or effect until such time as the repugnancy is removed by repeal or amendment of the federal or provincial legislation or regulation.

READ for a first time this 8th day of December, 2020.

READ for a second time this 8th day of December, 2020.

READ for a third time and finally passed this day of December, 2020.

Mayor

Chief Administrative Officer



INFORMATION REPORT

Subject: Bylaw #232 – Utility Fees

Update Prepared by: Natasha Malenchak, Director of Finance & Administration

Recommendation:

- That Council give first, second and third reading to bylaw #232 at the January 5, 2021 regular meeting.

Background Update:

- Council directed a 3.5% increase to water and sewer and 5% increase to garbage and recycling, resulting in an overall 3.94% increase to all levies collectively equaling \$176,176 over 2020 levy amount of \$4,469,142.
- Overall, the sewer sub-department of utilities requires the most additional support, therefore administration had to rework all sub-departments to make the additional dollar amount work within the budget/schedule.
- Below are estimates only on projected possible changes seen on a 2-month billing cycle.

Residential Estimated Changes

	2019 Rates	2020 Rates	2021 Rates	Increase/Decrease
Water	\$40.28	\$41.58	\$41.43	-\$0.15
Sewer	\$56.08	\$63.42	\$70.68	\$7.26
Garbage	\$55.79	\$56.62	\$54.27	-\$2.36
Recycling	\$14.74	\$31.12	\$31.12	\$0.00
TOTAL	\$166.89	\$192.74	\$197.50	\$4.76

Based on a 30 cubic meters water consumption over a two-month billing cycle

Commercial Estimated Changes

	2019 Rates	2020 Rates	2021 Rates	Increase/Decrease
Water	\$1,339.73	\$1,383.14	\$1,378.24	-\$4.90
Sewer	\$1,858.41	\$2,101.54	\$2,342.23	\$240.69
Garbage	\$296.68	\$300.89	\$288.35	-\$12.53
Recycling	\$21.81	\$31.12	\$31.12	\$0.00
TOTAL	\$3,516.63	\$3,816.68	\$4,039.94	\$223.26

Based on a 1,000 cubic meters water consumption over a two-month billing cycle



**Certification of Municipality of Jasper
Bylaw #232
UTILITY FEES LEVY AND COLLECTION BYLAW 2021**

I, Alan Fehr, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw # 232, which will receive first reading on the 5th day of January, 2021, second reading on the 5th day of January, 2021 and third reading on the 5th day of January, 2021 by the Council of the Municipality hereby certify with respect to Bylaw #232 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 24th day of December, 2020.

Alan Fehr
Field Unit Superintendent of
Jasper National Park of Canada



**MUNICIPALITY OF JASPER
BYLAW #232**

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LEVYING AND COLLECTION OF FEES FOR THE PROVISION OF WATER, SEWER, SOLID WASTE AND RECYCLING SERVICES IN 2021.

WHEREAS the *Municipal Government Act* (RSA 2000, cM-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to customers in the Municipality and, subject to Council approval, to customers outside the Municipal boundaries;

AND WHEREAS the *Municipal Government Act* authorizes a municipality to pass a bylaw respecting public utilities and services provided by the municipality;

NOW THEREFORE the Council of the Specialized Municipality of Jasper, in the province of Alberta, duly assembled, enacts:

1.0 Citation

- 1.1 This bylaw may be cited as the "Utility Fees Levy and Collection Bylaw 2021".
- 1.2 This bylaw rescinds Bylaw #226 "Utility Fees Levy and Collection Bylaw 2020 A".

2.0 Definitions

- 2.1 In this bylaw
 - 2.1.1 "apartment building" shall mean a single building comprised of three or more dwelling units, not including secondary suites with shared entrance facilities, where none of the dwelling units are rented or available for rent or occupation for periods less than 30 days;
 - 2.1.2 "apartment unit" shall mean a dwelling unit in an apartment building;
 - 2.1.3 "black water" shall mean de-watered or partially de-watered sludge forming a semi-liquid mass and includes accumulated settled solids deposited in holding tanks, pit latrines, sewage lagoons and septic tanks;
 - 2.1.4 "bulk water" shall mean water obtained from the water system by truck, tanker or similar means, and at such times and locations as may be designated by the CAO;
 - 2.1.5 "chief administrative officer" (CAO) means the chief administrative officer of the Municipality of Jasper or designate;
 - 2.1.6 "dwelling unit" shall mean one or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy by a household with facilities to sleep, cook and eat, and with its own sanitary facilities;
 - 2.1.7 "community non-profit rate" shall mean the community non-profit rate specified in Schedule 1 which shall apply to:
 - 2.1.7.1 Parcel R9, Lot 2 (Jasper United Church);
 - 2.1.7.2 Parcel C (St. Mary and St. George's Anglican Church);
 - 2.1.7.3 Block A, Lot 1 (Our Lady of Lourdes Catholic Church);
 - 2.1.7.4 Block 18, Lot 14 (Jasper Lutheran Church);
 - 2.1.7.5 Block 26, Lot 13 (Jasper Pentecostal Church);
 - 2.1.7.6 Block 4, Lots 19-20 (Jasper Baptist Church);
 - 2.1.7.7 Block 5, Lot 4 (Jasper Park Chamber of Commerce, Robson House);
 - 2.1.7.8 Parcel A, Lots 3A and 4A (Jasper-Yellowhead Historical Society);
 - 2.1.7.9 Block 36, Lots 31 and 32 (Jasper Municipal Library);
 - 2.1.7.10 Athabasca Park (Parks Canada Administration Building),
 - 2.1.7.11 Un-surveyed lot known as Parcel U-124 (Friends of Jasper National Park and public washroom building), and
 - 2.1.7.12 Block 5, Lots 5 and 6 (Tourism Jasper Jackman House)
 - 2.1.8 "grey water" shall mean the fouled water supply of residences and businesses, and includes water-carried human wastes;

- 2.1.9 "leaseholder" shall mean a grantee or a person or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railway, and shall mean Jasper National Park of Canada in respect to lots or land parcels held by the Crown;
- 2.1.10 "multi-unit dwelling" means one or more single buildings designed to contain three or more dwelling units not including secondary suites where none of the dwelling units are rented or available for rent or occupation for periods of less than 30 days;
- 2.1.11 "Municipality" shall mean the Municipality of Jasper;
- 2.1.12 "sewer system" shall mean the sanitary sewer system owned and operated by the Municipality and all accessories and appurtenances thereto, and shall include the wastewater treatment plant;
- 2.1.13 "water meter" shall mean a device designated and installed by the Municipality in each water service for the purpose of measuring water volume, and
- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto.
- 2.1.15 "zone" shall mean a zone established by a planning regime.

3.0 Water Rate

- 3.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to the water system shall pay a water charge calculated by multiplying the volume in cubic meters of water consumed by the rate in **Schedule 1**.
- 3.2 The volume of water consumed will be measured by a water meter.

4.0 Combined Water and Sewer Rate

- 4.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to both the water and the sewer systems shall pay a sewage charge calculated by multiplying the volume in cubic meters of water consumed by the rate in **Schedule 1**. The equivalent combined rate would be the sum of the water rate and the sewage rate.
- 4.2 The volume of sewage is calculated as being equal to the volume of water consumed by that leaseholder. The volume of water consumed will be measured by a water meter.

5.0 Sewer Rate (not connected to Municipal water supply)

- 5.1 Every leaseholder of a lot or land parcel in the Municipality that is connected solely to the sewer system shall pay a sewage charge calculated as a percentage of the annual operating cost of the Jasper wastewater treatment plant equal to the volume of sewage that leaseholder contributes to the wastewater treatment plan expressed as a percentage of total flows received at the plant.
- 5.2 Every leaseholder to whom section 5.1 applies shall provide a means approved by the Municipality of measuring the volume in cubic meters of sewage entering the sewer system from the leaseholder's lot or land parcel.

6.0 Trucked Waste

- 6.1 Every leaseholder of a lot or land parcel in the Municipality that is not connected to either the water or the sewer system shall pay a sewage charge as per **Schedule 1**:
- 6.1.1 for each cubic meter of grey water deposited in the sewer system; and
- 6.1.2 for each cubic meter of black water deposited in the sewer system.
- 6.2 Every leaseholder to whom section 6.1 applies shall establish and maintain a municipal sewage account and the Municipality shall charge the service fee specified in Schedule 1 for the establishment of the account.

- 6.3 Every leaseholder to whom section 6.1 applies who deposits grey water or black water sewage into the sewer system at any time when a member of the operating staff of is not present at the plant, and whose deposit results in a circumstance requiring the presence of a member of the operating staff, the Municipality shall charge the leaseholder the wastewater treatment plant call-out fees specified in Schedule 1.

7.0 Bulk Water

- 7.1 Every hauler of bulk water shall pay bulk water fees calculated as the volume of water obtained from the water system multiplied by the water rate specified in section 3.1 except that the minimum invoice for every such hauler shall be as per **Schedule 1** for every billing period during which such hauler purchased bulk water from the Municipality.
- 7.2 Every purchaser of bulk water not having an existing municipal bulk water account shall establish such an account and the Municipality shall charge the service fee specified in Schedule 1 for the establishment of the account.

8.0 Solid Waste

- 8.1 The Municipality shall, with respect to every leaseholder of a lot or parcel located in the Municipality, charge the fees specified in Schedule 1 for solid waste collection.
- 8.2 In the event the Parks Canada Agency increases the fees charged to the Municipality for the provision of solid waste services, the CAO may increase the fees specified in Schedule 1 to the extent necessary to recoup those increased costs. The revised fees shall be advertised by the Municipality.
- 8.3 The Municipality shall establish a daily solid-waste collection schedule ensuring that solid waste collection is normally completed no later than 1:00 p.m. of each operating day. If an extra pickup is required on any operating day it shall be subject, in addition to the fees prescribed in section 10.1 herein, to the off-schedule surcharge specified in Schedule 1.
- 8.4 Every leaseholder of an institutional lot or parcel in the Municipality shall pay solid waste fees at the commercial rate specified in Schedule 1 unless such zone or parcel:
- 8.4.1 is listed in section 2.1.7 as subject to the community non-profit rate; or
- 8.4.2 is used solely for residential purposes, in which case solid waste fees shall be levied in accordance with the character of such use; and
- 8.4.3 no water, sewer or solid waste accounts shall be levied in respect of Parcel CA.

9.0 Parks Canada Agency

- 9.1 The Parks Canada Agency shall pay water, sewer and solid waste charges on properties it uses and occupies within the Municipality as though it were a leaseholder.
- 9.2 The Municipality shall, in respect to its lots or land parcels in Jasper National Park of Canada outside the Municipality that are not connected to either the water or the sewer system, levy a sewage charge for each cubic meter of sewage deposited in the sewer system calculated at 0.8 multiplied by the per cubic meter trucked waste charge specified in section 6.1.
- 9.3 Occupants of Parks Canada Agency lands zoned "R1", "R2", "R3" or "R4" shall pay the solid waste charges specified in Schedule 1 unless the Municipality is requested in writing by the Parks Canada Agency to direct such accounts elsewhere.
- 9.4 Parcel GJ shall be exempt from solid waste fees.

10.0 Recycling Fee

- 10.1 Every leaseholder of a lot or parcel upon whom the Municipality levies fees for solid waste collection shall also be charged the recycling fee specified in Schedule 1 which fee shall be contributed to recycling operating budgets.
- 10.2 Every leaseholder referred to in section 10.1 and who is the subject of more than one solid waste account with the Municipality shall pay the recycling fee with respect to each of their solid waste accounts.

11.0 Accounts

- 11.1 Accounts shall be rendered to the leaseholder, except that:
- 11.1.1 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned R3 in respect to which:
- 11.1.1.1 each dwelling unit is serviced by an individual water meter;
- 11.1.1.2 not less than 10 rental dwelling units are located within a single leasehold; and
- 11.1.1.3 the leaseholder has provided to the Municipality current postal addresses for the tenants of the rental dwelling units and has requested in writing the accounts be sent to those addressed; and
- 11.1.1.4 the Municipality shall hold the leaseholder fully and entirely responsible for the payment of such accounts in the event the Municipality's reasonable efforts to collect such accounts prove unsuccessful.
- 11.1.2 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned CV-2, CO, CP, or CN.
- 11.2 Accounts shall be due and payable to the Municipality when rendered. Failure to receive an account shall not affect the liability to pay the account.
- 11.3 Municipal utility service charges shall be a debt recoverable from the leaseholder by action and may be recovered by distress upon the seizure of the goods and chattel of the leaseholder, and there shall be a lien upon the property, collectable in the same manner as taxes.
- 11.4 The Municipality may terminate water services to any leaseholder when their municipal utility service charges are in arrears by 60 days or more from the rendering of the account.
- 11.5 When a new account is established the Municipality shall charge the leaseholder the service fee specified in Schedule 1 for the establishment of the account.
- 11.6 For any services requested on or after June 1, 2009, a tenant to which section 11.1.2 applies, shall pay the Municipality the non-interest-bearing deposit specified in Schedule 1. The deposit shall be:
- 11.7.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
- 11.7.2 applied to any outstanding service account balance at the conclusion of the full period in which water services are delivered to the depositor or in the event no outstanding account balance exists, returned to the depositor.

12.0 Penalties

- 12.1 The penalty for late payment of service accounts shall be 2% per month (26.82% per annum) beginning on the 31st day after the rendering of the account.

13.0 Severance

- 13.1 If any section in this bylaw is found by a court of competent jurisdiction to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

Municipality of Jasper Bylaw #232
Utility Fees Levy and Collection Bylaw 2021

COMING INTO FORCE

This bylaw shall come into force on the date of final passing thereof.

READ a first time this day of January 2021.

READ a second time this day of January 2021.

READ a third and final reading this day of January 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Schedule 1				
CODE	GARBAGE	1-Jan-21	per	per year
G01	Garbage Residential In Town	\$54.28	billing	\$325.65
G02	Garbage Commercial In Town	\$288.37	billing	\$1,730.23
G03	Duplex - 1 side/Condo's/Row House	\$43.42	billing	\$260.51
G04	Duplex - Both Sides (G03 x 2)	\$86.82	billing	\$520.89
G05	Garbage S Block - Industrial Park	\$42.39	billing	\$254.36
G06	Community Non-Profit Rate	\$54.27	billing	\$325.59
G07	Garbage Fees - Four Plex (G04 x 4)	\$173.63	billing	\$1,041.78
G08	Additional Garbage Pick-Ups	\$78.94	additional	
G09	Multi-dwelling district lot - apartment building, per apartment	\$24.42	billing	\$146.50
G10	Multi-dwelling district lot - Per multi-unit dwelling	\$41.95	billing	\$251.68
G11	Additional Garbage Pick ups or self dumping	\$19.73	cubic yard	
G12	Commercial off-schedule surcharge per pick up	\$19.73	pick up	
G13	Additional pick up of solid waste not stored in solid waste container	\$122.42	hour	
RECYCLING				
RECY01	Recycle Fee	\$31.12	billing	\$186.72
RECY02	Recycle Fee Duplex (RECY01 x 2)	\$62.24	billing	\$373.44
SEWER				
S01	Sewer Residential In Town	\$2.58	cubic meter	
S02	Sewer Residential Out of Town	\$2.58	cubic meter	
S03	Sewer Commercial In Town	\$2.58	cubic meter	
S04	Sewer Commercial Out of Town	\$2.58	cubic meter	
S05	Meter 5/8 and 3/4 inch	\$0.00	billing	\$0.00
S06	Meter 1 and 1.5 inch	\$0.00	billing	\$0.00
S07	Meter 2 inch	\$0.00	billing	\$0.00
S08	Meter 3 inch	\$0.00	billing	\$0.00
S09	Trucked grey water	\$10.35	cubic meter	
S10	Trucked black water	\$16.36	cubic meter	
S11	WW Call out for first 3 hours	\$287.59	1st 3 hrs	
S12	WW Call out for every hour exceeding 3 hours	\$95.86	hr over 3 hrs	
S13	WW Service fee (section 6.2, 7.2 & 11.5)	\$79.89	account	
WATER				
W01	Water Residential In Town	\$1.41	cubic meter	
W02	Water Residential Out of Town	\$1.41	cubic meter	
W03	Water Commercial In Town	\$1.41	cubic meter	
W04	Water Commercial Out of Town	\$1.41	cubic meter	
W05	Meter 5/8 and 3/4 inch	\$0.00	billing	\$0.00
W06	Meter 1 and 1.5 inch	\$0.00	billing	\$0.00
W07	Meter 2 inch	\$0.00	billing	\$0.00
W08	Meter 3 inch	\$0.00	billing	\$0.00
W09	Bulk Water Minimum (section 7.1)	\$61.69	billing	
W10	Water Service Deposit (section 11.6)	\$200.00	account	



REQUEST FOR DECISION

Subject: Chief Administrative Officer appointment
Presented by: John Greathead, Interim Chief Administrative Officer
Prepared by: Kayla Byrne, Legislative Services Coordinator
Date – Notice: November 10, 2020
Date – Decision: January 5, 2021

Recommendation:

That Council appoint Bill Given to the position of Chief Administrative Officer for the Municipality of Jasper.

Background:

At a special meeting of Council on November 10, 2020, Council made the following motions:

MOTION by Councillor Butler – BE IT RESOLVED that Council waive the two-week public notice period otherwise required to appoint, by resolution at today’s meeting, the candidate recommended by the Human Resources Committee of Council in closed session to the position of Chief Administrative Officer for the Municipality of Jasper, effective January 1, 2021.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

MOTION by Councillor Journault – BE IT RESOLVED that Council accept the recommendation of the Human Resource Committee (HRC), and appoint the recommended individual to the position of Chief Administrative Officer for the Municipality of Jasper commencing January 1, 2021 and subject to the terms and conditions contained in a contract accepted and executed by the said individual, which contract the Mayor is hereby authorized to execute on behalf of the Municipality, and;

That the name of the individual appointed to the position of Chief Administrative Officer and the terms and conditions of the contract of employment shall be subject to public notice in accordance with applicable legislation within 60 days.

FOR	AGAINST	
5 Councillors	0 Councillors	CARRIED

The January 5 recommendation formalizes the motion made by Council on November 10, 2020; officially naming Mr. Given to the position.

Further background information

Immediately following the August 9, 2020 announcement that Mark Fercho would be leaving the Chief Administrative Officer (CAO) position effective November 9, 2020 Council initiated a search process utilizing a

Human Resources Committee (HRC) comprised of all councillors.

The HRC conducted a thorough search which included posting the position on the Municipality of Jasper website and a variety of industry specific services. Approximately 90 applications were received and reviewed leading to the HRC recommending a short list of eight candidates who were interviewed virtually via Zoom. Following virtual interviews, the HRC invited four candidates to be interviewed in person.

In November, Mr. Given accepted the appointment and agreed to the contract terms negotiated by the HRC. On November 23, 2020, the MOJ officially announced Mr. Given as the community's incoming Chief Administrative Officer.

Relevant Legislation:

- Municipal Government Act (MGA)

Municipality of Jasper



List of recommendations
Regular meeting, Tuesday, January 5, 2021

Additions to agenda

That Council agree to add/delete the following items to today's regular meeting agenda:

Approval of agenda

That Council approve the agenda for the regular meeting of Tuesday, January 5, 2021 as presented.

Approval of minutes

That Council approve the minutes of the December 15, 2020 regular Council meeting as presented.

Temporary Compulsory Face Covering Amending Bylaw #2 – 3rd reading

That Council read for a third and final time, Bylaw #231, the Temporary Compulsory Face Covering Bylaw Amending Bylaw #2, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to amend bylaw #228, the Temporary Compulsory Face Coverings Bylaw 2020.

2021 Utility Fees Bylaw – 1st reading

That Council read for the first time, bylaw #232, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2021.

2021 Utility Fees Bylaw – 2nd reading

That Council read for the second time, bylaw #232, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2021.

2021 Utility Fees Bylaw – 3rd reading

That Council read for the third and final time, bylaw #232, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2021.

Chief Administrative Officer appointment

That Council appoint Bill Given to the position of Chief Administrative Officer for the Municipality of Jasper.

Adjournment

That, there being no further business, the regular meeting of Tuesday, January 5, 2021 be adjourned at

_____.