

Municipality of Jasper
Committee of the Whole Meeting Agenda

November 24, 2020 | 9:30 am

Place: Conducted virtually through Zoom

Notice: Public viewing and public participation during Council meetings will continue to be 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/492811970>

1. Call to order (Deputy Mayor Butler to chair meeting)

2. Additions to agenda

3. Approval of agenda

3.1 November 24, 2020 Committee of the Whole agenda attachment

4. Approval of minutes

4.1 November 10, 2020 Committee of the Whole minutes attachment

5 Presentations

5.1 Annual membership with AMPPE – Mike Day & Debbie Harksen to be presented

5.2 Jasper Skate Park Committee update – Darrell Savage & Trevor Morgan to be presented

6. Business arising from minutes

7. Policy and Governance

7.1 Public health update and concerns, Council discussion verbal

7.2 [Council Strategic Priorities update](#), Council discussion verbal

[2020 – 2022 Business Plan](#)

8. Brief updates

8.1 2021 Utility Fees attachment

8.2 Restricted Reserve Information Report attachment

8.3 COVID Related Staff Increase in Operations attachment

9. Other new business

10. Correspondence

10.1 Parking contribution alternative during COVID-19 – Olive Bistro & Lounge attachment

10.2 Support for Evergreen’s Foundation bus – Jasper Seniors Society attachment

11. Council representation on various boards, upcoming meetings

12. Upcoming events

Nov. 25: Public budget presentations, conducted through Zoom, 6 pm

Municipality of Jasper
Committee of the Whole Meeting Agenda
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13. Adjournment

All regular and committee meetings of Council are video-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
Committee of the Whole Meeting Minutes

Tuesday, November 10, 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-Empey, Rico Damota, Scott Wilson and Bert Journault
Also present	John Greathead, interim Chief Administrative Officer Natasha Malenchak, Director of Finance and Administration Kayla Byrne, Legislative Services Coordinator Christine Nadon, Legislative Services Manager Christina Martin, Jasper Artists Guild Rob Hubick, Greg Key & Herb Robinson, Jasper Yellowhead Historical Society Marianne Garrah, Habitat for the Arts Joanne McQuarrie, Fitzhugh Bob Covey, Jasper Local 13 observers
Call to Order	Deputy Mayor Butler called the meeting to order at 9:30 am.
Approval of Agenda	MOTION by Councillor Kelleher-Empey to approve the agenda for November 10, 2020 with the following addition: - 14.4 Deliberative Matter – existing agreement CARRIED
Approval of Minutes	MOTION by Councillor McGrath to approve the minutes of the October 27, 2020 meeting as presented. CARRIED
Presentations	Council received external budget requests from Jasper Artists Guild (JAG), Jasper Yellowhead Historical Society and Habitat for the Arts. Councillors asked clarifying questions. All presentations can be found in today's agenda package.
Recess	Deputy Mayor Butler called a recess from 10:55 am until 11:05 am.
Public health update and concerns	Councillors discussed virtual meetings of its boards and committees. Councillors indicated any committee member should be able to request to virtually join in-person meetings. Administration has implemented mandatory face coverings in the Fitness and Aquatic Centre for all people, including those with medical exemptions. Administration indicated refunds will be administered to pass holders with medical exemptions. Councillors inquired if the temporary face covering bylaw will have to be updated. At this time, the bylaw may remain unchanged.

Council Strategic Priorities Update	None.
Brief Updates: 2021 Utility Fees	<p>Administration presented a report to aid in the development of the 2021 Utility Fees Bylaw, which sets the user fees for municipal water, sewer, garbage and recycling services.</p> <p>Councillors asked clarifying questions, focusing on system equity; rates; implementation; and timelines. Councillors indicated that a base-rate based on meter size and a flat consumption rate may be the most appropriate option. Councillors noted they will have to discuss how to best implement higher utility rates for upcoming years.</p> <p>This item will be further discussed at the next meeting.</p>
2021 Municipal Tax Requisition	<p>Administration inquired if Council required any other information on the 2021 municipal tax requisition prior to the public budget meetings.</p> <p>Councillors inquired about hours of operation for culture and recreation facilities; the uncertainty of revenue from culture and recreation programming; and transfers to reserves. Councillors noted the Municipality has tools to administer tax relief to residents and businesses if needed. Council will continue to discuss service levels throughout the ongoing budget discussions.</p>
Recess and Councillor Damota	Deputy Mayor Butler called a recess from 1:03 pm until 1:30 pm. Councillor Damota left the meeting at 1:03 pm.
Alberta Municipal Wastewater Partnership	Administration made a recommendation that Council support a funding application to the Alberta Municipal Water/Wastewater Partnership (AMWWP). This item, with a waiver of notice, is scheduled to return for a decision at the next meeting.
COVID-19 Tax and Utility Deferral Update	Council reviewed an update on the municipal COVID-19 tax and utility deferral, which included a split between residential and non-residential for outstanding taxes and utility fees.
ICIP Update	<p>Council reviewed an update on the Investing in Canada Infrastructure Program (ICIP). Councillors inquired about the level of commitment for projects outlined in the funding application. Administration is expected to meet with a grant advisor to further discuss the logistics of this funding.</p> <p>A request for decision with a waiver of notice for the ICIP funding agreement is scheduled to return at the next regular meeting.</p>
Outdoor recreation and entertainment opportunities	<p>Councillor McGrath inquired about options to establish support for outdoor recreation and entertainment opportunities during the pandemic. Councillors discussed creating parameters in order to best establish municipal support.</p> <p>Councillors also discussed annual support for the World Tree. Administration suggested the World Tree organizers submit a formal request to Council and Administration.</p>

Administration noted it will help with community initiatives whenever possible, however, staff agreed creating parameters for support would be beneficial.

Other new business	Councillors requested that Administration explore cross country ski track grooming responsibilities at Centennial Park, noting that some years the park is tracked, but other years it is not.
Council representation on boards and committees	Councillor McGrath and Mayor Ireland are scheduled to attend a Municipal Inclusion Committee meeting. It was noted this committee was not included in Council's list of boards and committees at its annual organizational meeting; this will be addressed at a future meeting.
Upcoming events	Council received a list of upcoming events.
In Camera	MOTION by Mayor Ireland that Council move in camera at 3:35 pm to discuss agenda items 14.1, 14.2, 14.3 and 14.4. CARRIED
Revert to open meeting	MOTION by Councillor Kelleher-Empey that Council revert to open meeting at 4:23 pm. CARRIED
Adjournment	MOTION by Councillor Journault that, there being no further business, the meeting of November 10, 2020 be adjourned at 4:23 pm. CARRIED



REQUEST FOR DIRECTION

Subject: 2021 Utility Fees

From: John Greathead, Interim Chief Administrative Officer

Prepared by: Natasha Malenchak, Director of Finance & Administration
Christine Nadon, Legislative Services Manager

Reviewed by: Vidal Michaud, Utilities Manager
Janet Schmidt, Utility and Receivable Clerk

Date – Discussion: October 27, November 10, and November 17, 2020
Public budget meeting (Operations), November 24, 2020

Date – Direction: December 1, 2020 (final direction required to support bylaw preparation)

Date – Decision: December 15, 2020 – first and second reading of the bylaw
January 5, 2021 – third reading of the bylaw

Recommendations:

- That Council review the attached financial estimates;
- That Council provide direction to Administration on which type of consumption model for water and sewer utility rates should be brought forward at the upcoming public budget meetings;
 - Options are “flat consumption” or “tiered consumption”, as presented in the attached financial estimates.
 - Administration’s recommendation is to implement a tiered consumption rate based on water conservation, where the unit rate goes up as consumption goes up to attribute the increased costs of building, maintaining and operating the system to high volume users.
- That Council provide direction to Administration on what “additional revenue per annum” budget figure to support the development of the 2021 bylaw.
 - “Additional revenue per annum” includes increases to meet operational requirements to improve the water and wastewater system (replacing meters, staffing, training, compliance, WWTP debenture) in the amount of \$600,000 in 2021. The rest of the dollars in the “additional revenue per annum” figure represents the increase in transfers to reserves.
 - Administration’s recommendation is to set a minimum increase to reserves by setting the “additional revenue per annum” figure at \$1.1M, which would effectively increase transfers to reserves from 2020 by \$500,000.

The financial estimates attached to this report are based on actual consumption data from different property types. Residential users would typically fall under the first base rate (5/8” or ¾” meter size) and consumption in the two lowest average cubic meters (m³). Commercial properties, depending on their meter size and consumption, would fall in the progressively higher estimate categories.

Background:

The water, sewer, garbage and recycling services provided by the Municipality of Jasper are funded through user fees, which are set under the Utility Fees Bylaw. This process is separate from the property tax funded portion of the budget, but is directly linked to the service levels and capital expenses related to operating the services.

For several years, Council and Administration have been discussing changes to the water and sewer rate model to better distribute the costs of providing services between users, and support increased transfers to reserves. Part of the proposal for 2021 is to implement a fixed rate plus consumption cost model, as well as a tiered rates based on meter size and user types.

Jasper has a groundwater system (i.e. water wells), where the costs associated with producing water itself is very low in comparison to the overall cost of the installation, maintenance and replacement of the infrastructure required to provide the service. Jasper's water and wastewater system is also designed to accommodate a large visitor population in comparison to the number of permanent residents, making the cost of infrastructure difficult to fund adequately.

The model proposed by Administration is a Water Conservation model, which is designed to discourage users from consuming large amounts of water (rates increase as usage increases). This approach supports environmental stewardship, but is also critical for Jasper as we have limited sewage flow capacity, or very little insight or information on what the sewage system can handle.

Water and Sewer Base Rate

The implementation of a base rate would allow the Municipality of Jasper to guarantee that the costs of operating the system (staff and infrastructure, namely) are covered, regardless of consumption. This model is commonplace across a variety of utility service providers as it provides greater revenue stability and predictability than a purely consumption-based model. It is also particularly relevant to Jasper due to the seasonal variations in usage based on visitation.

The most common base rates models are:

- Based on meter size (most common and accepted practice in North America)
- Tiered based on consumption (i.e. heavy users are charged a higher base rate)
- User based (i.e. split into types of users)

Administration is proposing a base rate determined by meter size as it offers the best representation of the infrastructure required to support the services.

The proposed base rates should include:

- Salaries and benefits for the Utilities Manager, utilities staff and a portion of the Utilities and Receivable Clerk;
- Costs associated to meter readings, billing, fire protection (hydrants), etc.; and
- Transfers to reserves for capital improvements.

Administration’s proposal at this time is to present the dollar amount allocated to transfers to reserves as a separate line item on utility bills. This is theoretically part of the base rate, but would appear separately on bills to help users understand where their dollars are being spent.

Water and Sewer Unit Rate

The second part of the rate model is the unit rate, or cost per cubic meter (m³).

The most common unit rate models are:

- Water conservation (reward those who conserve, with higher rates for heavy users)
- Flat (flat fee per cubic meter, current Jasper model)
- Bulk sale (discounts are applied as consumption goes up)

Administration’s recommendation is to move towards a water conservation model, with unit rates tiered to charge higher fees to heavy users and reward those who conserve. For example, the first 35 m³ would be charged at a certain rate, with the next bracket (36 to 100 m³) would be charged at a slightly higher rate, and so on and so forth.

Asset Management and Utilities Reserves

An Asset Management Study completed in 2017 suggests that the Municipality of Jasper should be reinvesting \$7.02M annually to ensure long-term strategic/conventional long-range sustainability of our infrastructure. At the time, the historical budget allocation towards restricted reserves was approximately \$1.5M and average capital budget allocations was \$2.54M (reserve and grants contributions).

According to the same report, to ensure the long term sustainability of the system, the annual water and wastewater transfers to reserves should be around \$1.67M, starting in 2017.

Historical Transfer to Reserves Data

	2018	2019	2020
Water	\$283,387	\$312,054	\$318,085
Sewer	\$35,960	\$59,679	\$60,872
Garbage	\$98,064	\$150,970	\$153,989
Recycling	\$0	\$25,908	\$26,426
TOTAL	\$417,411	\$548,611	\$559,372

2019 Transfers to Reserves by Community and Population

Town	Population	Total levy	Transfer to reserves
Jasper	4,664	\$2,887,915	\$371,733
Banff	8,385	\$7,422,000	\$3,186,941
Canmore	14,911	\$10,418,073	\$2,051,000

Historical Budget Data

	2018	2019	2020
Water	\$1,114,461	\$1,174,383	\$1,305,153
Sewer	\$1,747,781	\$1,894,144	\$3,987,923
Garbage	\$1,003,712	\$1,043,975	\$1,058,784
Recycling	\$234,837	\$267,391	\$270,266
TOTAL	\$4,100,791	\$4,379,893	\$6,622,125

Historical Levy Data

	2018	2019	2020
Water	\$1,094,970	\$1,154,502	\$1,191,912
Sewer	\$1,590,201	\$1,733,413	\$1,960,181
Garbage	\$1,003,712	\$1,043,975	\$1,058,784
Recycling	\$162,837	\$180,991	\$258,266
TOTAL	\$3,851,720	\$4,112,882	4,469,142

Relevant Legislation:

- Municipal Government Act
- Policy B-018: Budgets

Strategic Relevance:

- Governance and Social Equity – Reinforcing openness, transparency, and accountability, promoting equity, inclusion and respect in municipal administration and service provision throughout the community
- Organizational Health – Formalize a budget process strategy which may include
 - Annual budget process timelines.
 - Presentation of department business plans outlining levels of service and value for money.
 - Consistency of information between departments.
- Environmental Responsibility - Review municipal operations, services, and facilities to identify and integrate, where feasible, best environmental stewardship values and practices
 - Equity in waste management and water fees; and
 - Review of garbage, sewer, recycling, and composting programs.

Attachments:

- Proposed Utility Rate Model Impact on Users Data and Comparisons

Base Rate plus Flat Consumption

Rate by Meter Size

Per 2 month billing cycle							
\$30		\$93		\$225		\$325	
Meter Size							
5/8" & 3/4"		1' & 1.5"		2"		3"	
Water Base	Sewer Base	Water Base	Sewer Base	Water Base	Sewer Base	Water Base	Sewer Base
12.50	17.50	35.00	57.50	100.00	125.00	137.50	187.50

Option 1 - A							
\$529,230.00							
Additional Revenue per Annum			Per 2 Month Billing Period				Annual
m3	Water	Sewer	Average m3	2020	2021	Change	
	\$1.41	\$2.32	20	\$74.60	\$104.60	\$30.00	\$180.00
			53	\$197.69	\$227.69	\$30.00	\$180.00
			210	\$783.30	\$875.80	\$93.00	\$558.00
			1543	\$5,755.39	\$5,980.39	\$225.00	\$1,350.00
					\$6,080.39	\$325.00	\$1,950.00

Base Rate by meter size and consumption on flat rate (\$1.41/m3 and \$2.32/m3, same as year 2020)

Option 1 - B							
\$1,013,879.93							
Additional Revenue per Annum			Per 2 Month Billing Period				Annual
m3	Water	Sewer	Average m3	2020	2021	Change	
	\$1.71	\$2.62	20	\$74.60	\$116.60	\$42.00	\$252.00
			53	\$197.69	\$259.49	\$61.80	\$370.80
			210	\$783.30	\$1,001.80	\$218.17	\$1,309.02
			1543	\$5,755.39	\$6,906.19	\$1,150.80	\$6,904.80
					\$7,006.19	\$1,250.47	\$7,502.82

Base Rate by meter size and consumption on flat rate (\$1.71/m3 and \$2.62/m3)

Base Rate plus Tiered Consumption

Option 2 - A							
\$924,640.98							
Additional Revenue per Annum			Per 2 Month Billing Period				Annual
m3	Water	Sewer	Average m3	2020	2021	Change	
0-35	\$1.41	\$2.32	20	\$74.60	\$104.60	\$30.00	\$180.00
36-100	\$1.65	\$2.55	53	\$197.69	\$236.15	\$38.46	\$230.76
101-500	\$1.85	\$2.75	210	\$783.30	\$1,002.05	\$218.75	\$1,312.50
501+	\$2.05	\$2.95	1543	\$5,755.39	\$7,683.55	\$1,928.16	\$11,568.96
					\$7,783.55	\$2,028.16	\$12,168.96

Decreased Base Rate by meter size and consumption on tiered model (\$1.41-\$2.95/m3)

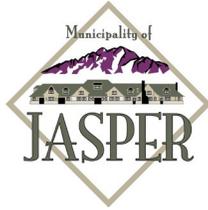
2020 Reserves YTD & Year End Estimates

Nov-20

Account Description	YTD	Estimated 2020 YE Transfer	Estimated 2020 YE
Restricted Funds-Staff Development (O)	\$3,565.54	\$0.00	\$3,565.54
Restricted Funds-Computer Council (O)	\$10,086.83	\$0.00	\$10,086.83
Restricted Funds-Winter Road Mtn (O)	\$50,000.00	\$0.00	\$50,000.00
Restricted Funds-Election (O)	\$23,501.00	\$0.00	\$23,501.00
Restricted Funds-Cultural Support (O)	\$14,000.00	\$0.00	\$14,000.00
Restricted funds-Legal (O)	\$20,000.00	\$0.00	\$20,000.00
Restricted Funds - Assessments Board (O)	\$3,000.00	\$0.00	\$3,000.00
Restricted Funds-Health and Safety (O)	\$31,268.87	\$0.00	\$31,268.87
Restricted Funds-Hakone Visit (O)	\$4,000.00	\$0.00	\$4,000.00
Restricted Funds-Administration (O&C)	\$1,473,415.60	\$303,000.00	\$1,170,415.60
Restricted Funds-Recreation(C)	\$916,966.57	\$456,531.85	\$460,434.72
Restricted Funds-Fire (C)	\$927,382.70	\$16,000.00	\$911,382.70
Restricted funds-Public Housing (C)	\$265,108.75	\$50,000.00	\$215,108.75
Restricted funds-Utilities (C)	\$1,596,418.93	\$861,563.86	\$734,855.07
Restricted funds - CFS (O&C)	\$42,530.19	\$0.00	\$42,530.19
Restricted Funds-Library (C)	\$205,403.82	\$0.00	\$205,403.82
Restricted Funds-Connaught Washrooms (C)	\$70,600.00	\$0.00	\$70,600.00
Restricted Funds-Bylaw (C)	\$13,029.00	\$0.00	\$13,029.00
Restricted funds-Parking Authority (C)	\$436,460.85	\$0.00	\$436,460.85
Restricted Funds-Cemetery (C)	\$16,160.00	\$0.00	\$16,160.00
Restricted Funds - Public Works (C)	\$94,000.00	\$70,000.00	\$24,000.00
Restricted Funds-Roads (C)	\$550,710.59	\$211,896.00	\$338,814.59
	<u>\$6,767,609.24</u>	<u>\$1,968,991.71</u>	<u>\$4,798,617.53</u>

Reserve Contribution Information

	2019	2021	Increase Requested	
Adm-Transfer to Restricted Funds	140,000	140,000	0	
Leg-Transfer to Reserve-Assessment Board	0	3,060	3,060	
Leg-Transfer to Restricted Computer Council	0	3,000	3,000	
Adm-Transfer to Restricted Legal	20,000	20,000	0	
IT-Transfer to Restricted	0	1,500	1,500	
ComServices-Transfer to Restricted	0	0	0	
CFS-Transfer to Restricted Funds	0	0	0	
C&R-Transfer to Restricted Funds	114,276	114,276	0	
ComDev-Transfer to Restricted Funds	2,106	2,106	0	
JCC-Transfer to Reserves	10,000	10,000	0	
OOSC-Transfer to Restricted	5,000	5,000	0	
COS-Adm-Transfer to Restricted Funds	2,106	2,106	0	
Bylaw-Transfer to Restricted	2,500	2,500	0	
Bylaw-Contribution to Cap Auto	10,529	10,529	0	
Fire-Transfer To Restricted Funds	260,860	260,860	0	
Library-Transfer to Restricted	50,000	50,000	0	
1251 Cabin Cr-Transfer To Restricted Funds	1,296	1,296	0	
Cottage Medical-Transfer To Restricted Funds	4,664	4,664	0	
895 Bonhomme Side A&B-Transfer To Restricted Funds	25,000	25,000	0	
PublicWorks-Transfer to Restricted	0	94,000	94,000	
ConnaughtWashrooms-Transfer to Restricted	40,000	40,000	0	
Cemetery-Transfer to Reserves	8,000	8,000	0	2021
Roads-Transfer to Restricted Funds	240,539	240,539	0	1,038,437 Tax Base
Water-Transfer To Restricted Funds - Utilities	301,525	500,000	198,475	
Water-Contribution to Cap-Auto	10,529	10,529	0	
Sani-Transfer to Restricted Funds (Utilities)	59,679	362,090	302,411	
Garbage-Transfer to Restricted Funds Utilities	150,970	220,323	69,353	2021
Recycling-Transfer to Restricted	25,908	25,908	0	1,118,850 Utility Base
Total	1,485,488	2,157,286	671,798	



REQUEST FOR DECISION

Subject: COVID Related Staff Increase in Operations

Prepared by: Laurent Bolduc, Operations Service Manager

Reviewed by: Gord Hutton, Interim Director of Operations
Vidal Michaud, Utility Manager
John Greathead, Interim CAO
Natasha Malenchak, Director of Finance & Administration
Christine Nadon, Legislative Services Manager

Date – Notice: November 17, 2020

Date – Discussion: November 24, 2020

Date – Decision: December 1, 2020

Recommendation:

- That Council support, in principle, the addition of three six-month term positions in the Operations Department to ensure the delivery of essential services throughout the second wave of COVID, into 2021.

The purpose of this request is to create a cross-training program within the department to ensure adequate coverage and continued service provision. While additional casual positions are also proposed, part of this discussion will unfold through the 2021 operating budget discussions. The hiring of three six-month term positions in 2020 would affect the 2021 operating budget, hence why this request is brought forward to Council at this time.

Options:

- Training additional casual staff. This option is less reliable. Casual staff are often unavailable on short notice due to other secured employment.
- Deny the request.

Background:

The operations department has recorded over 300 hours of sick time in October due to COVID. We are anticipating that this will be a trend for the next few months. We currently have no backup plans to deal with an outbreak in the department. Considering that the services we provide cannot be interrupted, we need to be prepared for the very real possibility that the operations work force will be impacted by COVID over the next six months. Status quo leaves the department vulnerable and will likely result in a decrease of level of service.

Relevant Legislation:

- Policy F-009: Service Standard
- Policy B-009: Fiscal and Financial Control Policy

Strategic Relevance:

GOVERNANCE – Provide quality municipal services to the community.

ORGANIZATIONAL HEALTH - Ensure a strong and accountable staff team

FISCAL HEALTH – Increase non-taxpayer revenues and reduce costs

Financial:

The operational budget does not allow for this increase in staff however, the nature of this expenditure fits within the MOST grant criteria for the next four months, depending on the availability of funding, which will be calculated and finalized at year-end.

Follow Up Actions:

We can implement the cross-training program and have the three term positions hired and trained within 30 days. The additional request (casual positions) will be presented as part of the 2021 operating budget discussions.

Attachments:

	Wage grid level	Rate of pay	Hours	Total Wages	Benefits	Total	MOST Dec to Mar	Potential Impact to Municipality	Budget Year Split	
									2020	2021
3 x Term Employees	12	\$25.38	3120	\$79,185.60	\$18,212.69	\$97,398.29	\$64,932.19	\$32,466.10	\$16,233.05	\$81,165.24
5 x Casual Employees	7	\$21.04	600	\$12,624.00	\$2,903.52	\$15,527.52	\$10,351.68	\$5,175.84	\$2,587.92	\$12,939.60
Total request						\$112,925.81	\$75,283.87	\$37,641.94	\$18,820.97	\$94,104.84

Stephanie Kalamoutsos & Darryl Huculak
Owner-Operators, Olive Bistro & Lounge
Box 1597
Jasper AB T0E 1E0
780-852-5222

November 6, 2020

Mayor Richard Ireland
Municipality of Jasper
Box 520
Jasper AB T0E 1E0

Re: Parking Contribution alternative for a small, local business during COVID-19

Dear Mayor Ireland,

At the beginning of the 2020 summer season, the Municipality voted on and approved the creation of street patios that would give restaurants and retail stores the opportunity to extend outdoor seating/sales, while still upholding social distancing requirements in the interest of public health. In order to thus utilize public street parking, interested businesses paid a fee of \$100 for the street patio permit, plus \$25 per seat added. Some businesses on Connaught were able to build a patio that occupied four public parking stalls.

Another example of the Municipality making an exception to parking bylaws in order to assist a local business through pandemic-related struggles, can be found in the Stand Easy, located within the Royal Canadian Legion, who turned their entire parking lot (approximately eight to ten stalls) into a patio. There is no doubt that the Municipality's responsive flexibility prevented many local businesses from having to permanently shut their doors during the first uncertain months of the COVID-19 pandemic. Indeed, the Olive took the opportunity to create our own small sidewalk patio and found it beneficial.

However, with the advent of the slower seasons, and with no end to the pandemic in sight, our struggles are redoubled. Our revenue is down over 50% from last year, and we are looking for creative ways to keep our second-generation family business viable, while continuing to uphold our ethics: keeping our staff and our customers, many of whom we think of as family, safe and healthy remains our priority.

With all that being said, here are the details of what we are hoping to do at the Olive. We currently have an outdoor patio that can seat up to 14 people under social distancing regulations. Utilizing space currently occupied by one of our private parking stalls (accessible through the alleyway, and adjacent to the restaurant building), we hope to build an extension to the existing patio that would give us eight additional

socially distanced seats. The stall in question is, as mentioned, on our property and we would, as we do now, have eight parking spots available for our guests.

After applying to and being recommended for approval by the Parks Canada development committee, we have been given a Parking Variance. However, Parks has given us a condition that we must make a contribution to the Municipality of Jasper Parking Authority for the value of one stall. This value, according to Municipal parking bylaw, is \$7699.17. The patio extension described above has the potential to save our restaurant; however, we will likely not be able to go through with it with that high of a fee.

We are therefore requesting that the Municipality either waive or significantly decrease the fee. We would be more than happy to discuss our request further, and are very open to other alternatives and creative solutions. We extend our gratitude to you and the Jasper Municipal Council for your past and continued support and flexibility in the face of uncertainty.

Sincerely,

Stephanie Kalamoutsos & Darryl Huculak
Owner-Operators, Olive Bistro & Lounge

Jasper Seniors Society

Box 94, Jasper, Alberta T0E 1E0

November 9, 2020

The Mayor and Council
Municipality of Jasper
Jasper, Alberta

Dear Richard and Members of Council:

Re: Alpine Traveller

I am writing this letter on behalf of the Society in support of the request by The Evergreens Foundation for funding towards operation of the Alpine Traveller bus service.

When Jasper Seniors Society recognized in 2019 that it was no longer tenable for the Society to continue operating the seniors' bus service the Municipality was approached. Members of the Society were very pleased when, after considerable discussion, Evergreens agreed to assume responsibility for the Seniors' bus. It was our hope that the bus service could be expanded to reach a wider clientele than was able to be provided by the Seniors' Society. This service is essential in many ways, not the least being that it is the only vehicle in Jasper which is wheelchair accessible. It has been very gratifying that in less than a year and in spite of the pandemic, Evergreens has been able to undertake some new initiatives including a very successful fundraising campaign for a replacement bus.

With a new bus and when Covid-19 restrictions are lifted, the potential of the Alpine Traveller will be an exciting opportunity for Evergreens and our community. JSS urges the members of Council to give careful consideration to Evergreens Foundation request to assist in funding this service. We understand that Evergreens Foundation operates under strict budgetary guidelines; therefore, we are very concerned that, without some degree of municipal funding, Evergreens will no longer be able to extend this service to the broader Jasper community.

Sincerely,



Glenda Cornforth, President
Jasper Seniors Society