

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
September 24, 2024 | 9:30 am
[Municipality of Jasper Strategic Priorities 2022-2026](#)



Notice: Due to the ongoing wildfire recovery, this meeting will be conducted electronically. Members of the public can view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 9:30am, use this Zoom link: <https://us02web.zoom.us/j/87657457538>**

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, September 24, 2024 attachment

Recommendation: That Council approve the agenda for the regular meeting of September 3, 2024 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, September 17, 2024 attachment

Recommendation: That Council approve the minutes of the September 17, 2024 Regular Council meeting as presented.

4 CORRESPONDENCE

5 NEW BUSINESS

5.1 Amendment to Recovery Effort Positions verbal

Recommendation: That Council amend motion #371/24 to read as follows:

That Council approve the establishment of the following two-year term positions to support the social, economic and housing recovery efforts:

- *One (1) full-time Recovery Operations Project Manager position*
- *One (1) full-time Finance Recovery Coordinator position*
- *One (1) full-time combined Recovery Liaison and Information Coordinator position*
- *One (1) full-time Housing/Social Recovery Manager position*
- *One (1) full-time Social Recovery Coordinator position*
- *One (1) full-time Administrative Coordinator position*
- *One (1) full-time Information Technology Coordinator position*
- *One (1) full-time Human Resource Coordinator position*
- *One (1) full time Small Business Recovery Coordinator*

5.2 Additional Recovery Positions TBD

Recommendation: That Council approve the establishment of the following positions:

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
September 24, 2024 | 9:30 am
[Municipality of Jasper Strategic Priorities 2022-2026](#)

6 MOTION ACTION LIST

attachment

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

[9.1 Council's appointments to boards and committees](#)

9 UPCOMING EVENTS

AB Munis 2024 Conference & Tradeshow – September 25-27, Westerner Park, Red Deer
National Day for Truth & Reconciliation – September 30
Annual Organizational Meeting – October 22

10 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of September 24, 2024 be adjourned at _____.

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

Municipality of Jasper
Regular Council Meeting Minutes
Tuesday, September 17, 2024 | 9:30 am

Virtual viewing and participation	Due to the ongoing recovery following the Jasper Wildfire Complex this meeting was conducted virtually and available for public livestreaming through Zoom. All meeting attendees participated or observed by electronic means.
Present	Mayor Richard Ireland, Deputy Mayor Rico Damota, Councillors Helen Kelleher-Empey, Kathleen Waxer, Ralph Melnyk, Scott Wilson, and Wendy Hall.
Absent	none
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Bernd Manz, Interim Director of Operations & Utilities Michael Fark, Director of Recovery Emma Acorn, Legislative Services Coordinator Paul Butler, Jasper Park Chamber of Commerce Peter Shokeir, The Fitzhugh Bob Covey, The Jasper Local Jacqui Sundquist, CBC Edmonton 30 observers
Call to order	Mayor Ireland called the September 17, 2024 Regular Council meeting to order at 9:30am.
Additions or deletions to agenda #392/24	MOTION by Councillor Waxer – BE IT RESOLVED that Council add the following items to the September 17, 2024 Regular meeting agenda: <ul style="list-style-type: none">• 3.2 Business arising from the minutes• 6.5 Jasper Transit Service• 6.6 National Day for Truth & Reconciliation• 9.1 In-camera – Land & Legal matter• 9.2 In-camera – Legal matter
	FOR 6 Councillors AGAINST 0 Councillors CARRI
Approval of agenda #393/24	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the agenda for the September 17, 2024 Regular Council meeting as amended with the addition of: <ul style="list-style-type: none">• 3.2 Business arising from the minutes• 6.5 Jasper Transit Service• 6.6 National Day for Truth & Reconciliation• 9.1 In-camera – Land & Legal matter• 9.3 In-camera – Legal matter
	FOR 6 Councillors AGAINST 0 Councillors CARRIED
Approval of Regular minutes #394/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the September 10, 2024 Regular Council meeting as presented.
	FOR 6 Councillors AGAINST 0 Councillors CARRIED
Business arising from minutes	Council requested information from Administration regarding the status of the Parks Canada office at which residents can request copies of their home plans. Ms. Sanders confirmed it is open and will email the details to Council which are also linked on the Municipality’s website. Councillor Hall joined the meeting at 9:37am.
Delegations – Jasper Park	Executive Director of the Jasper Park Chamber of Commerce Paul Butler attended the meeting to introduce himself in his new role and share the concerns of the business community. He also thanked Council for including a member of the

Chamber of Commerce	Jasper Park Chamber of Commerce in the formation of the Recovery Advisory Committee which is in the process of being established. Mr. Butler did ask for consideration for one of the positions approved at the September 3, 2024 to be more directly related to "Small Business Recovery". CAO Bill Given clarified that was his understanding of the motion made that day. Council did ask if this motion's wording could be clarified at the next Regular Council meeting.						
Correspondence	Council received a proclamation request from CN Rail.						
#394/24	MOTION by Councillor Waxer – BE IT RESOLVED that Council proclaim September 23-29, 2024 as Rail Safety Week. <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Tax Relief & Revenue Losses	Council received a report detailing the loss of properties within the townsite following the Jasper Wildfire Complex and subsequent effects on the property tax system as well as other revenue streams. CAO Bill Given outlined options for moving forward; timelines to be considered; and a breakdown of parts of the approved municipal budget.						
#395/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve, subject to provincial financial support, cancel or refund the Municipal portion of property taxes and the Evergreens Requisition, according to the criteria as presented; That Council request the Government of Alberta to cancel or refund 2024 education tax levy to be consistent with the cancelled portions of Municipal property taxes cancelation criteria as presented; and That Council request the Government of Alberta provide funding to offset losses in core municipal revenue from 2024 to 2027. <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table> Mayor Ireland called a recess from 10:48am to 11:00am.	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Council Remuneration – Post 2025 Election	Council received recommendations and alternatives regarding Council remuneration following the scheduled 2025 election. Council remuneration is typically reviewed by the outgoing Council prior to the commencement of nominations for the next municipal election. A general municipal election will be held in 2025, which means prospective candidates may submit their nomination papers starting January 1, 2025 as per the Local Authorities Election Act.						
#396/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council direct Administration make the report and recommendations available for public feedback until October 8, 2024; and That Council direct Administration return to the October 22, 2024 Council meeting with this report and a summary of public input. <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">FOR</td> <td style="width: 33%;">AGAINST</td> <td style="width: 33%;"></td> </tr> <tr> <td>7 Councillors</td> <td>0 Councillors</td> <td style="text-align: right;">CARRIED</td> </tr> </table>	FOR	AGAINST		7 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
7 Councillors	0 Councillors	CARRIED					
Appointments to Jasper Recovery Advisory Committee	Council received a report from Administration at the September 10, 2024 Regular meeting with a first draft of a Terms of Reference for the Recovery Advisory Committee. Appointments were discussed that day, as well as additional members for consideration, but motions to appoint Council members were left until today's meaning for further time to consider.						
#397/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council amend the Terms of Reference for the Recovery Advisory Committee by adding: as <ul style="list-style-type: none"> • 1.6 Upon the Committee's first meeting the members shall select a Chair and Vice-Chair by a majority vote. 						

	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#398/24	<p>MOTION by Councillor Damota – BE IT RESOLVED that Council make the following appointments to the Recovery Advisory Committee:</p> <ul style="list-style-type: none"> • Councillor Wendy Hall • Councillor Ralph Melnyk • Councillor Kathleen Waxer – as alternate 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Parcel CH Access Road & Spruce Avenue Development Tender Award #399/24	<p>Council received a request for decision regarding the Parcel CH Access Road & Spruce Avenue Development Tender Award. Interim Director of Operations & Utilities Bernd Manz reported on the bidding process; bids received; scope of work; and estimated timelines.</p> <p>MOTION by Councillor Wilson – BE IT RESOLVED that Council:</p> <ul style="list-style-type: none"> • Award the ‘Parcel CH Access Road & Spruce Avenue Road Development’ Tender to Jasper Concrete Ltd in the amount of \$1,227,229.75 (excluding GST) as the lowest evaluated bidder; • Direct Administration to initiate a Local Improvement Bylaw process to recover the servicing costs the Parcel CH Access Road from benefitting adjacent parcels; and • Fund the Spruce Avenue Road Development from the Housing Reserve (\$220,000) and the Financial Stabilization Reserve (\$90,000). 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Jasper Transit Service	<p>Council requested information on the schedule for the Jasper Transit Service as it restarted today and discussed considerations with Administration.</p>		
National Day for Truth & Reconciliation	<p>Council asked if there were any special events being planned to acknowledge September 30th as the National Day for Truth and Reconciliation. Administration noted that posts have already begun on social media to encourage learning opportunities. Mr. Given also has been in contact with Parks Canada who confirmed they are unable to plan a large event with invited partners due to the constraint on accommodations at this time.</p>		
Notices of Motion	<p>none</p>		
Councillor Reports	<p>Councillor Waxer was in Toronto last weekend for a family event and attended a fundraiser for Jasper which was very well supported.</p> <p>The Jasper-Hakone Committee met last week. Councillor Kelleher-Empey will be representing the Municipality of Jasper on the delegation scheduled for this fall but has insisted on paying for her travel and accommodations with her own personal funds.</p>		
Upcoming events	<p>Council received a list of upcoming events for information.</p>		
Move In-camera #400/24	<p>MOTION by Councillor Damota to move in-camera at 12:28pm to discuss agenda item:</p> <ul style="list-style-type: none"> • 9.1 Land & Legal matter • 9.2 Legal matter 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	<p>Mr. Given and Ms. Acorn also attended the in-camera session.</p>		

Move out of
camera
#401/24

MOTION by Councillor Waxer to move out of camera at 1:39pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

Adjournment
#402/24

MOTION by Councillor Damota – BE IT RESOLVED that, there being no further business, the Regular Council meeting of September 17, 2024 be adjourned at 1:40pm.

FOR
7 Councillors

AGAINST
0 Councillors

CARRIED

Mayor

Chief Administrative Officer

MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Transit Capital Projects	December 19, 2023	CAO	That Council direct Administration to return to a future Council meeting for approval prior to awarding or procuring any transit capital projects.	September 2024	
Jasper Skatepark Committee	March 19, 2024	CAO and Director of Finance & Administration	That Council authorize, in principle, interim financing to the Jasper Skatepark Committee, not to exceed \$150,000, with loan details to be presented to Council following completion of the Skatepark construction.	October 2024	
Moving Traffic Enforcement	July 9, 2024	Director of Protective & Legislative Services	That Committee direct Administration to return to a future Committee of the Whole meeting with additional information on moving traffic enforcement, including the proposed scope of work and an outline of anticipated equipment requirements.	October 2024	
Financial Relief Recommendations	August 13, 2024	CAO and Director of Finance & Administration	That Council direct Administration to return with a report outlining the options and cost associated with refunding property taxes for the period following July 22, 2024 on damaged or destroyed properties. That Council direct Administration to return with a report recommending options or strategies to mitigate the municipality's loss of utility and property tax revenue.	September 2024	Recommended to be removed
Council Remuneration Review	August 20, 2024	CAO	That Council direct Administration to conduct a review of council remuneration and present recommendations at a future meeting.	September 2024	Recommended to be removed –

					new motion below
Climate Change Adaptation Plan	August 27, 2024	CAO	That Council direct Administration to proceed with developing a five-year Climate Change Adaptation Action Plan with internal resources and present the plan at a future Committee of the Whole Meeting in spring 2025.	April 2025	
Traffic Safety Bylaw Considerations	September 10, 2024	CAO and Director of Protective & Legislative Services	That Council direct Administration to bring forward recommendations regarding the advisability of amending sections 13.6 and 13.7 and any other related provisions of Traffic Safety Bylaw #244 not later than mid-October 2024.	October 2024	
Council Remuneration Review	September 17, 2024	CAO	That Council direct Administration make the report and recommendations available for public feedback until October 8, 2024; and That Council direct Administration return to the October 22, 2024 Council meeting with this report and a summary of public input.	October 2024	
Parcel CH Access Road & Spruce Avenue Development Tender Award	September 17, 2024	CAO	That Council direct Administration to initiate a Local Improvement Bylaw process to recover the servicing costs the Parcel CH Access Road from benefitting adjacent parcels.	X	