

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
September 3, 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 3, 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, August 27, 2024 attachment

Recommendation: That Council approve the minutes of the August 27, 2024 Regular Council meeting as presented.

4 CORRESPONDENCE

4.1 Colin & Lenie Nilsen; Mayor of Bow Island; Mount Allison University attachment

Recommendation: That Council receive the correspondence for information.

5 NEW BUSINESS

5.1 Alberta Health Services – Air Quality Presentation verbal

Recommendation: That Council receive the presentation for information.

5.2 Recovery Effort Positions attachment

Recommendation: That Council approve the establishment of the following 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*

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA

September 3, 2024 | 9:30 am

[Municipality of Jasper Strategic Priorities 2022-2026](#)

6 NOTICES OF MOTION

7 COUNCILLOR REPORTS

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

8 UPCOMING EVENTS

AB Munis 2024 Conference & Tradeshow – September 25-27, Westerner Park, Red Deer

9 IN CAMERA

9.1 Third party business interests – FOIP, S. 16

10 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of September 3, 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, August 27, 2024 | 9:30 am

Virtual viewing and participation	Due to the ongoing wildfire recovery 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 Helen Kelleher-Empey, Councillors Kathleen Waxer, Ralph Melnyk, Scott Wilson, Wendy Hall and Rico Damota.		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Mathew Conte, Jasper Municipal Fire Department Chief Michael Fark, Director of Recovery Beth Sanders, Director of Urban Design & Standards Bernd Manz, Interim Director of Operations & Utilities Emma Acorn, Legislative Services Coordinator Rob de Pruis, Insurance Bureau of Canada Peter Shokeir, The Fitzhugh Bob Covey, The Jasper Local 22 observers		
Call to order	Mayor Ireland called the August 27, 2024 Regular Council meeting to order at 9:33am. He also acknowledged that the week of August 25-31 is known as “Be Kind to Humankind Week” and today is “Touch a Heart Tuesday”.		
Additions or deletions to agenda	none		
Approval of agenda #355/24	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the August 27, 2024 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #356/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the August 20, 2024 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence #357/24	Council received correspondence from the Mayor of Hakone; the Insurance Bureau of Canada; and Smoky Lake County all expressing concern for Jasper following the beginning of the wildfire.		
	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the correspondence for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Insurance Bureau of Canada #358/24	Council received a presentation from Rob de Pruis, the National Director of Consumer & Industry Relations for the Insurance Bureau of Canada (IBC), focused on the industry’s response to the Jasper Wildfire Complex. Mr. de Pruis has been present since the beginning of the incident, took part in the town halls which were hosted by the province, and shared how IBC can be contacted through the IBC Consumer Information Centre. The presentation is included in the agenda package.		
	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council receive the presentation for information.		

	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Joint Recovery Coordination Centre Update	Council received an update on the Joint Recovery Coordination Centre (JRCC) from Director of Recovery Michael Fark. The extensive verbal update covered details of the transition from the Incident Management Team to the JRCC; priorities and objectives set by the JRCC; updated numbers related to re-entry; estimated timelines; and the formation of a recovery committee with governance and terms of reference in development.		
#359/24	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council receive the update for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	Councillor Melnyk left the meeting at 11:14am		
Fire Department Staffing Requests	Council received a report from administration, prepared by Director of Protective & Legislative Services Christine Nadon, requesting additional resources for the Fire Department in light of the Jasper Wildfire Complex. Fire Chief Mathew Conte was also available to answer questions. Mayor and Council shared their deep appreciation for all of the firefighters who helped protect the townsite.		
#360/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council approve the establishment of a Captain position in the Fire Department; and		
	That Council approve the hiring of 10 contract Firefighters for a six-month term, to be extended as needed.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Councillor Melnyk returned to the meeting at 11:41am.		
Climate Change Adaptation Action Plan Development Update	Council received a report from administration in response to a motion made at the February 27, 2024 Committee of the Whole meeting to return with recommendations on developing a Climate Change Adaptation Action Plan. Energy & Environment Manager Mona El Dabee reviewed the report and provided further insight while answering Council questions.		
#361/24	MOTION by Councillor Waxer – BE IT RESOLVED 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.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		
Motion Action List #362/24	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the updated Motion Action List.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Councillor Reports	none		
Upcoming events	Council received a list of upcoming events for information.		
Move In-camera #363/24	MOTION by Councillor Damota to move in-camera at 11:48am to discuss agenda item:		

- 10.1 Intergovernmental Relations FOIP s. 21, 22, 23, 24

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mr. Given, Ms. Sanders and Ms. Acorn also attended the in-camera session.

Move out of camera
#364/24

MOTION by Councillor Hall to move out of camera at 12:44pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Adjournment
#365/24

MOTION by Councillor Damota – BE IT RESOLVED that, there being no further business, the Regular Council meeting of August 27, 2024 be adjourned at 12:45pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mayor

Chief Administrative Officer

AGENDA ITEM 4.1

Date: July 30, 2024 at 3:56:15 AM MDT

To: Richard Ireland <rireland@jasper-alberta.ca>, Wendy Hall <whall@jasperalberta.ca>, Rico Damota <rdamota@jasper-alberta.ca>, Kathleen Waxer <kwaxer@jasper-alberta.ca>, Helen Kelleher-Empey <HKEmpey@jasperalberta.ca>, Ralph Melnyk <rmelnyk@jasper-alberta.ca>, Scott Wilson <swilson@jasper-alberta.ca>

Subject: To Mayor Ireland, Councillors of Jasper Municipality and Residents of Jasper

Dear Mayor Ireland, Councillors of Jasper Municipality, and all Residents of Jasper,

I am writing to you to let you know that even at the other end of the earth (Paraparaumu, New Zealand) you are all being thought of at this time.

It was with unbelievable and deep heartfelt sadness and tears my wife and I watched the devastation you have all experienced in Jasper over the last week or so. Words cannot express how we have felt for several days seeing what happened to your lovely town. We could not understand why we had been so impacted watching the news items following our recent visit to your wonderful town in June. We first visited Jasper in September 2019 as part of a Rocky Mountaineer experience, and we decided we just had to come back again. Rocky Mountaineer took us to Banff this time, but we specifically drove to Jasper and enjoyed three amazing days connecting with the town and the beauty of the area, particularly while travelling on Maligne Lake to Spirit Island and the Athabasca Glacier and Skywalk.

We left Jasper on 6 June (and also left our passports in our Hotel Room, but thankfully they were sent by coach that same day to our hotel in Calgary in time for us to fly home), and as we left we felt like we had left part of us in Jasper, but also that we had taken just a little of Jasper with us in our hearts. Before we left Vancouver on June 9 we were already planning when and how we could return to Jasper. It is somewhat difficult to comprehend that in the space of 7 short weeks your wonderful town has been affected in such a devastating way. We had light snow falling at the SkyTram summit, and yet it is hard to understand how the temperatures changed so quickly to place you all in wildfire territory.

While in Jasper we stayed at Forest Park Hotel and made a real connection with the staff there (especially those involved in sorting our passports) and as I emailed one of the staff we met after the news of the fires I was particularly taken by the strength and resolve of so many in your community to push through this adversity and re-build as a community. Mr Mayor, I cannot imagine the anguish you personally experienced, along with so many others in your town, at the loss of so many precious lifetime memories. Your strength of leadership and compassion for those whom you and your Councillors serve in your community is exemplary beyond comprehension. We also enjoyed a Maline Wildlife nighttime adventure, and although I have not been able to contact the driver of our tour, I sense from the map issued of affected homes his house would have sadly also been on the path of the fires.

I saw on our local television news this evening a contingent of Firefighters who are flying out of New Zealand tonight to join their colleagues in Alberta and BC to assist for the next 5 weeks with the firefighting efforts. For my wife and I we have felt quite helpless as we watched the news unfold, but we have committed to a personal financial contribution to the recovery efforts, and although small we trust it will be a contribution and gesture to your town and people as you move forward. We will also return to Jasper and share the beauty of your town and the Park again and sow into your economy as tourists as it recovers.

In New Zealand our indigenous people, the Maori, have a powerful saying which is simply “Kia Kaha, Kia Maia, Kia Manawanui” and literally translated means “Be Strong, Be Steadfast, Be Willing”. As you all face the days, weeks, months and years ahead rebuilding your precious town please be encouraged that we are thinking of you and praying for the people and town of Jasper. We wish you all the very best as you work together to lead your amazing people and town forward from this setback.

We hope to perhaps have the opportunity to meet you and shake your hands in person on our return to Jasper – hopefully in around 2 years’ time.

With kind regards and our sincerest encouragement,

Colin & Lenie Nilsen
New Zealand

AGENDA ITEM 4.1

Date: August 1, 2024 at 4:36:56 PM MDT

From: Gordon Reynolds mayor@bowisland.com

To: Richard Ireland rireland@jasper-alberta.ca

Cc: Bill Given <BGiven@jasper-alberta.ca>

Subject: Condolences to Jasper from Bow Island.

Dear Mayor Ireland and Council,

We have watched with heavy hearts the devastation your community has suffered as a result of the wildfire that raced through your town last week. Being located in the shortgrass prairie region of southern Alberta and somewhat isolated from such catastrophic fires we can only imagine the impact on all of you. Our thoughts are with you, your Council and staff as you get down to the work of re-building what has been lost and we are especially thinking about those individuals who have lost businesses, homes and prized possessions, including you, Mayor Ireland.

Our congratulations to the first responders who bravely fought this monster blaze and undoubtedly saved much of your town. I have not heard of any serious injuries and no fatalities have been reported and that in itself is a blessing, if not a miracle.

Jasper is a historic, beautiful place and I am sure it will be again but most importantly the people, with your leadership, will make the community better than ever. May you find strength in each other and comfort in knowing that so many are pulling for you and you will indeed "see brighter days ahead."

On behalf of myself and our Council, best wishes to you all.

Mayor Gordon Reynolds



AGENDA ITEM 4.1

From: Michael Fox mfox@mta.ca

Date: August 26, 2024 at 6:14:29 PM MDT

To: Richard Ireland <rireland@jasper-alberta.ca>

Subject: A message from Mount Allison University

Your Worship,

Please accept our deep recognition of the major losses that you and your community are facing right now. We were so concerned for all of the people of Jasper, as well as the many tourists, who have been forced from the area. At the same time, we were heartened by your nightly appearances on the national stage and your hope and resiliency in all you are doing.

I wanted to write to you, as I have been bringing university students from Mount Allison University in New Brunswick to Jasper for our community-based research course, over the past 15 years. We work with Parks Canada and stay at the Palisades Centre each year - and we have interviewed you on a few occasions along the way.

I realize that you likely have a million things on your mind, yet I wanted to reach out and offer any assistance we might provide you, your town council or community, as we focus on community engagement and analysis in our work. If you see any opportunity for me, my colleagues and our students to assist your community in the months to come, please do let me know. We would certainly be very interested in documenting how the community is being brought together and how the process of rebuilding community might work over the next period.

Again, our deepest concerns, hopes and prayers are with you at this time.... yours, Michael

Dr. Michael Fox

Research Professor in Community-Engaged Learning
Mount Allison University, Sackville, New Brunswick
<https://www.rpeace.org>

AGENDA ITEM 5.2

REQUEST FOR DECISION

Subject: Recovery Effort Positions
From: Bill Given, Chief Administrative Officer
Prepared by: Michael Fark, Director of Recovery
Date: September 3, 2024



Recommendation:

That Council approve the establishment of the following 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

Alternatives:

- That Council approve the establishment of a smaller number of positions or;
- That Council defer the decision on all positions pending confirmation of DRP eligibility or alternative funding sources.

Background:

On July 24, 2024 the Jasper Wildfire Complex fire entered the town, destroying more than 30% of structures and displacing all residents and visitors from the community. Reception centers were established in proximate communities to support the displaced and Parks Canada entered into a Unified Command with the MoJ to manage the fire suppression and community evacuation efforts. On August 20th, the Unified Command for fire management objectives was ended. Parks Canada and the MoJ entered into a new coordination mechanism called the Joint Recovery Coordination Center (JRCC) to support the return and recovery efforts.

The Disaster Recovery Program (DRP) is a conditional grant from the Government of Alberta that provides local governments, ministry departments, and private-sector applicants financial assistance to help in recovery after a natural disaster. The DRP includes a cost-sharing policy where the Alberta government will provide assistance for 90% of eligible disaster costs and the impacted community and eligible applicants are responsible for the remaining 10%.

Discussion:

At the time of this report, the MoJ has entered into the recovery phase of the fire event. Recovery is understood to encompass the processes of returning residents to the community, ensuring essential services, managing environmental remediation, planning for reconstruction, building in future resiliency and promoting social and economic recovery. Given the extent of the damage to the community the recovery efforts will be complex and

multifaceted. As a result, a multidisciplinary team is required to ensure that the recovery process is as fast and smooth as possible. The location of Jasper in a national park and its prominence and importance as tourism attraction and economic driver contributes to the impetus for a strong recovery and represents an opportunity to leverage the support of higher levels of government.

This complement of requested positions will allow the municipality to have the appropriate resources to manage all aspects of community recovery. There will be extensive engagement and cooperation required throughout the recovery process with higher levels of government, community groups and industry stakeholders. Diverse expertise will also be required in order to ensure that all aspects of recovery are appropriately managed. The requested positions represent the required competencies at the necessary levels in order for the JRCC to complete the full scope of required work.

The requested municipal resources will all be term positions and form the foundational capacity of the JRCC. Municipal resources supported through the DRP will be complimented by contributed resources from Parks Canada following the “unified command” approach and increasing the capacity of the JRCC.

While Council may choose to approve a smaller number of different positions or defer decision making Administration does not recommend these alternatives.

The positions requested are intended to provide the MoJ with the critical capacity required to ensure a timely social, economic and housing recovery. Council approval will allow Administration to pursue recruitment in parallel with confirming DRP eligibility. In the event that some positions are not DRP eligible, there are other funding mechanisms that could be secured. Approval by Council will allow Administration to negotiate the required funding based on confirmed Council support and will prevent delays in the recruitment process. In the event that no funding can be secured, filling the positions can be deferred pending a return to Council for further direction.

Strategic Relevance:

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable
- Build our internal capacity to advance a smooth and timely recovery
- Communicate and engage with residents
- Collaborate with other orders of government
- Pursue alternative revenue sources and equitable distribution of costs
- Proactively plan for and invest in the recovery of our natural assets and built infrastructure
- Take active and strategic steps to advance Jasper’s interests

Inclusion Considerations:

The requested positions enable a holistic and timely approach to recovery, ensuring that all community segments benefit equitably from the recovery efforts as quickly as possible.

Relevant Legislation:

- Canada National Parks Act
- Emergency Management Act, Disaster Recovery Regulation

- Alberta Municipal Government Act

Financial:

The expected total annual cost for the positions (including associated costs such as benefits; an allowance for office, travel, accommodation and expenses) is \$900,000.

Resources needed for recovery efforts are eligible for funding through the provincial Disaster Relief Program (DRP). A pre-clearance to ensure eligibility of positions and expenses will take place prior to recruitment.

Attachments:

Appendix 1 – JRCC Objectives Table

JRCC OBJECTIVES

1. Identify and support the emergency social service needs for Jasper Field Unit, Municipality of Jasper and residents as soon as possible

- Mental health- ensure human impact lens is considered in all objectives
- Housing
- Employment
 - MoJ - support and enable economic recovery
 - PCA – support JNP FU employees in resumption of services
 - Connecting individuals with existing agencies and facilitate access to resources

2. Provision of temporary accommodation and work locations for essential workers:

- Mobilization of temporary camp for essential workers in Jasper
- Secure hotel availability for essential workers

3. MoJ Planning and implementation of interim housing for:

- Vulnerable residents - Red Cross
- Interim housing for essential workers/residents – procurement of modular housing (+90 days till reconstruction)

Industry staff accommodation and contractors camp

4. Restore critical PCA Jasper Field Unit and MoJ functions as soon as possible:

MoJ :

- MoJ municipal departments (recreation, utilities, etc.)
- First responders (EMS, Fire, RCMP) – complete
- Education
- Health services – complete
- Post office

PCA:

- Law Enforcement Branch – complete
- Visitor Safety – in progress
- Human Wildlife Conflict – In progress
- Asset/Tech Services – in progress
- Realty/Integrated Land Use Planning functions – in progress

5. Safely restore functionality of critical facilities:

- Provide temporary workspace for critical services until critical facilities are available

MoJ:

- Cleaning and re-opening of municipal facilities
- Residential remediation, demolition and removal
- Commercial remediation, demolition and removal

PCA:

- Re-opening of dispatch services - complete
- Cleaning and re-opening of Jasper Compound
- Train Station
- Information Centre

6. Remediation of Impacted PCA and MoJ infrastructure and Facilities

MoJ:

- Identify and repair/replace pavement and utility damage

PCA:

- Identify key priority areas for remediation
- Infrastructure (facilities/highways/bridges etc) hazard assessment
- Contaminated sites remediation

Reclamation of newly disturbed sites relative to fire operations (e.g. heavy equipment lines etc).

7. PCA and MoJ will work cooperatively together on development review priorities and processes

Key messages for development review will be written for the public as soon as possible

8. Re-opening of the town of Jasper and Jasper National Park for tourism and other offers:

MoJ & PCA:

- Develop and agree with industry partners conditions for business resumption

PCA:

- Develop criteria for visitor facility reopening for 2025 season
- Work with OCA and other operators to develop conditions for and to facilitate resumption of services