

Municipality of Jasper
Organizational Meeting Minutes
Tuesday, October 22, 2024

Jasper Library & Cultural Centre – Quorum Room

| | |
|--|---|
| Virtual viewing and participation | Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance. |
| Present | Deputy Mayor Rico Damota, Councillors Ralph Melnyk, Helen Kelleher-Empey, Wendy Hall, Scott Wilson and Kathleen Waxer |
| Absent | Mayor Richard Ireland |
| Also Present | Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local Jacqui Sundquist, CBC Edmonton 1 observer |
| Call to Order | Deputy Mayor Damota called the meeting to order at 2:59pm. |
| Approval of Agenda #448/24 | MOTION by Councillor Melnyk – BE IT RESOLVED THAT Council approve the agenda for the organizational meeting of October 22, 2024 as presented. FOR 6 Councillors AGAINST 0 Councillors CARRIED |
| Set date, time, place of regular council meetings motion #449/24 | MOTION by Councillor Wilson – BE IT RESOLVED that Council set the following dates, times and locations for the regular Council meetings for the 2025 year: The first and third Tuesday of each month at 1:30pm in the Quorum Room at the Jasper Library and Cultural Centre. FOR 6 Councillors AGAINST 0 Councillors CARRIED |
| Set date, time, place of Committee of the Whole meetings #450/24 | MOTION by Councillor Wilson – BE IT RESOLVED that Council set the following dates, times and locations for committee of the whole meetings for the 2025 year: The second and fourth Tuesday of each month at 9:30 am in the Quorum Room at the Jasper Library and Cultural Centre. FOR 6 Councillors AGAINST 0 Councillors CARRIED |
| #451/24 | MOTION by Councillor Wilson – BE IT RESOLVED that Council adopt the 2025 Council meeting calendar as presented. |

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

The 2025 Council calendar is attached to today's minutes and available on the municipal website.

Deputy Mayor
Schedule
#452/24

MOTION by Councillor Wilson – BE IT RESOLVED THAT Council approve a Deputy Mayor schedule rotating on two-month terms commencing November 1, 2024 as discussed.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

The full Deputy Mayor and Alternate Deputy Mayor schedule is attached as part of today's minutes and available on the municipal website.

List of
committees &
boards
#453/24

MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the list and structure of committees and boards for 2024 – 2025 as presented.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

Appointment to
committees &
boards
#454/24

MOTION by Councillor Waxer – BE IT RESOLVED that Council appoint the following Councillors to the following committees and boards as presented.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

The full list of Council appointments is attached as part of today's minutes and is available on the Municipal website.

Strategic
Priorities
#455/24

MOTION by Councillor Melnyk – BE IT RESOLVED that Council affirm the Strategic Priorities for 2022-2026 term as presented; and that Council recognize that in the context of the wildfire recovery they continue to be relevant.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

Adjournment
#456/24

MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Organizational meeting of October 22, 2024 be adjourned at 3:20pm.

FOR
6 Councillors

AGAINST
0 Councillors

CARRIED

Mayor

Chief Administrative Officer



Municipality of Jasper 2025 Council Meeting Calendar

Regular meetings are scheduled for 1:30pm and Committee meetings for 9:30am at the Jasper Library & Cultural Centre, downstairs, 500 Robson Street, Jasper, AB.

Regular Meeting
Statutory Holiday
Committee of the Whole
Special Meeting Dates

| 2025 | JANUARY | | | | | | | FEBRUARY | | | | | | | MARCH | | | | | | |
|---------|---------|----|----|----|----|----|----------|----------|----|----|----|----|----|-----------|-------|----|----|----|----|----|----|
| | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 | | | | | | | | 1 | | | | | | | 1 |
| | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| | 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | | | | | | | | | | 30 | 31 | | | | | |
| APRIL | | | | | | | MAY | | | | | | | JUNE | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | |
| | | 1 | 2 | 3 | 4 | 5 | | | | | 1 | 2 | 3 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 27 | 28 | 29 | 30 | | | | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 30 | | | | | |
| JULY | | | | | | | AUGUST | | | | | | | SEPTEMBER | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | |
| | | 1 | 2 | 3 | 4 | 5 | | | | | | 1 | 2 | | | 1 | 2 | 3 | 4 | 5 | 6 |
| | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | | | | |
| | | | | | | | | 31 | | | | | | | | | | | | | |
| OCTOBER | | | | | | | NOVEMBER | | | | | | | DECEMBER | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | |
| | | | 1 | 2 | 3 | 4 | | | | | | | 1 | | | 1 | 2 | 3 | 4 | 5 | 6 |
| | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 28 | 29 | 30 | 31 | | | |
| | | | | | | | | 30 | | | | | | | | | | | | | |

- May 29-31 Federation of Canadian Municipalities Conference, Ottawa, ON
- July 22 Summer break
- July 29 Summer break
- Oct 20 Municipal Election Day
- Nov 12-14 Alberta Municipalities Tradeshow & Convention - Calgary
- Proposed No meetings held between Nomination Day and Election Day

Municipality of Jasper
Deputy Mayor
November 2024 – October 2025



| Dates | Deputy Mayor | Alternate Deputy Mayor |
|--------------------------|---------------------|-------------------------------|
| Nov. 1 – Dec. 31, 2024 | Kelleher-Empey | Damota |
| Jan. 1 – Feb. 28, 2025 | Waxer | Kelleher-Empey |
| March 1 – April 30, 2025 | Melnyk | Waxer |
| May 1 – June 30, 2025 | Wilson | Melnyk |
| July 1 – Aug. 31, 2025 | Hall | Wilson |
| Sept. 1 – Oct. 31, 2025 | Damota | Hall |

Municipality of Jasper
Council Boards & Committees
 Organizational Meeting, October 2024



| Board or Committee | Number required |
|---|---|
| Community Conversations | 1 councillor + 1 alternate (per focus area) |
| Emergency Advisory | 2 councillors + Mayor |
| Hospitality and Twinned Communities | 3 councillors |
| Human Resources | 3 councillors |
| Jasper Municipal Library & Yellowhead Regional Library | 1 councillor |
| Legislative | 3 councillors |
| Regional Assessment Review Board | requires completion of provincial training |
| Jasper Municipal Housing Corporation | 2 councillors |
| Communities in Bloom (Includes UpLift! Jasper Mural Festival Advisory Board) | 1 councillor |
| Evergreens Foundation Board | 1 councillor |
| Jasper Partnership Initiative | 1 councillor + 1 alternate |
| Jasper Yellowhead Historical Society | 1 councillor |
| TransCanada Yellowhead Highway Association | 1 councillor + 1 alternate |
| Community Futures West Yellowhead | 2 councillors + 1 alternate |
| West Yellowhead Waste Management Authority | 2 councillors |
| Rural Renewal Initiative Stream Stakeholder Committee | 1 councillor |
| Jasper Community Team Society | 1 councillor |
| Jasper Food Alliance | 1 councillor + 1 alternate |
| Recovery Advisory | 2 councillors + 1 alternate |

Council Appointments to Boards & Committees

October 2024

**Council Boards and Committees**

| Board or Committee Name | Appointed Councillor(s) | Alternate |
|--|--------------------------------|-----------|
| Emergency Advisory | Ireland, Melnyk, Waxer | |
| Hospitality and Twinned Communities | Kelleher-Empey, Damota, Melnyk | |
| Human Resources | Melnyk, Hall, Waxer | |
| Jasper Municipal Library | Hall | |
| Legislative | Hall, Damota, Ireland | |
| Regional Assessment Review Board | Wilson | |
| Communities in Bloom – Includes UpLift! Mural Festival Advisory Board | Waxer | |

Community Conversations

| Community Conversation Name | Appointed Councillor(s) | Alternate |
|------------------------------|-------------------------|----------------|
| Early Childhood / School Age | Waxer | Kelleher-Empey |
| Adults | Wilson | Damota |
| Seniors | Hall | Waxer |

Corporations

| Corporation Name | Appointed Councillor(s) | Alternate |
|--------------------------------------|-------------------------------|-----------|
| Jasper Municipal Housing Corporation | Wilson (President), Damota | |

External Boards and Committees

| Board or Committee Name | Appointed Councillor(s) | Alternate |
|--|-------------------------|-----------|
| Jasper Municipal Leasehold Assets Society | All | |
| Evergreens Foundation Board | Kelleher-Empey | |
| Jasper Partnership Initiative | Damota | Ireland |
| Jasper Yellowhead Historical Society | Melnyk | |
| TransCanada Yellowhead Highway Association | Kelleher-Empey | Wilson |
| Community Futures West Yellowhead | Damota, Melnyk | Hall |
| West Yellowhead Waste Management Authority | Wilson, Ireland | |
| Yellowhead Regional Library | Hall | Waxer |
| Rural Renewal Initiative Stream | Kelleher-Empey | |
| Jasper Community Team Society | Ireland | |
| Jasper Food Alliance Committee | Waxer | Hall |
| Recovery Advisory Committee | Melnyk, Hall | Waxer |



Municipality of Jasper

STRATEGIC PRIORITIES

2022-2026

www.jasper-alberta.ca



About the MUNICIPALITY OF JASPER

The Municipality of Jasper respectfully acknowledges that Jasper National Park and the Municipality of Jasper are on Treaty 6 and 8 Territories as well as Métis Region 4. This land is the Traditional Territory, meeting ground, gathering place, travelling route and home for the Dane-zaa (Beaver), Nêhiyawak (Cree), Anishinaabe (Ojibway), Secwépemc (Shuswap), Stoney Nakoda and Métis.

The Municipality honours the historical and ongoing relationship between this land and the many Indigenous Peoples that were present and thrived in this area since time immemorial. The Municipality of Jasper acknowledges the past and ongoing impacts of the colonization of Indigenous Peoples and lands and commits to reconciliation efforts in partnership with those whose Traditional Territory the Municipality of Jasper occupies.

Today, Jasper is home to just under 5,000 full-time residents who come from a wide diversity of backgrounds, abilities, and orientations. Our community typically welcomes over 2,000,000 visitors every year who come to experience the hospitality of our mountain town and its shimmering glaciers, abundant wildlife, crystal-clear lakes, thundering waterfalls, deep canyons and evergreen forest — all surrounded by towering mountains.

The Municipality of Jasper is unique because it is a town, located within a province (Alberta) and within a National Park (Jasper National Park).

The Municipality of Jasper was formed by the Province of Alberta on July 20, 2001, and is led by a locally elected Mayor and 6-member Council who provide leadership, governance and oversight of the operations of the Municipality.

About 170 people work for the Municipality, providing the day-to-day services that keep the town running to the benefit of residents and visitors alike. These services include items related to core infrastructure such as road clearing and maintenance; water treatment and supply; and managing solid waste; as well as a broad suite of human services such as recreation and culture, social supports and childcare.



Municipality of Jasper Council



Councillor Helen Kelleher-Empey, Councillor Scott Wilson, Councillor Kathleen Waxer, Mayor Richard Ireland
Councillor Ralph Melnyk, Councillor Wendy Hall, Councillor Rico Damota

A message from the MAYOR

On behalf of Council, I am pleased to share our Strategic Priorities for the term 2022-2026.

Establishing Strategic Priorities is a critical step to provide foundational guidance and enhance Council and administrative alignment to more effectively advance community aspirations. The 2021 election provided councillors with an unparalleled opportunity to engage with citizens and to hear, unfiltered, residents' priorities. The post-election period has allowed councillors time to distill that information, and to reflect upon and refine their individual sense of the relative weighting of multiple, sometimes competing, priorities. In spring 2022, assisted by a professional facilitator, Council gathered with our CAO and key administrative staff to consolidate individual priorities into one cohesive set of Council priorities. Over the course of two intensive days, Council formulated the key concepts underlying this document. In the following weeks, Council devoted additional focused working sessions to confirm, sharpen and articulate its collective approach, such that this final document is a clear reflection of Council's Strategic Priorities for the balance of the current term and beyond.

While both individually and collectively adopting and committing to these Strategic Priorities, Council respectfully acknowledges that the underlying principles are certainly not new. Successive previous Councils have established a firm foundation upon which we

continue to build with confidence. The five pillars of sustainability as outlined in the Jasper Community Sustainability Plan – economic, social, environmental, cultural, and governance – continue to guide the development and refinement of our current Strategic Priorities. We recognize that consistency in focus and effort are critical components to successfully advancing community goals. The vision, the hopes, the dreams of the community have not altered. The recognition by previous Councils of the primacy of 'Community Health' remains intact.

Building on that established premise, Council will continue to take proactive steps to foster a healthy community. Within the broad context of Community Health, Council has confirmed the strategic importance of three recognized themes: Housing, Relationships, and the Environment; and has identified the need for two additional themes: Organizational Excellence and Advocacy.

Encompassed within this collection of themes, Council has identified 31 individual strategic actions. It is essential to recognize that just as our community is an integrated whole – and much more than the sum of its parts – this document is similarly intended to be read and understood as an integrated whole: that each identified action does not stand alone; that they work in unison, and that each may fit within and advance any number of Strategic Priorities.



RICHARD IRELAND Mayor

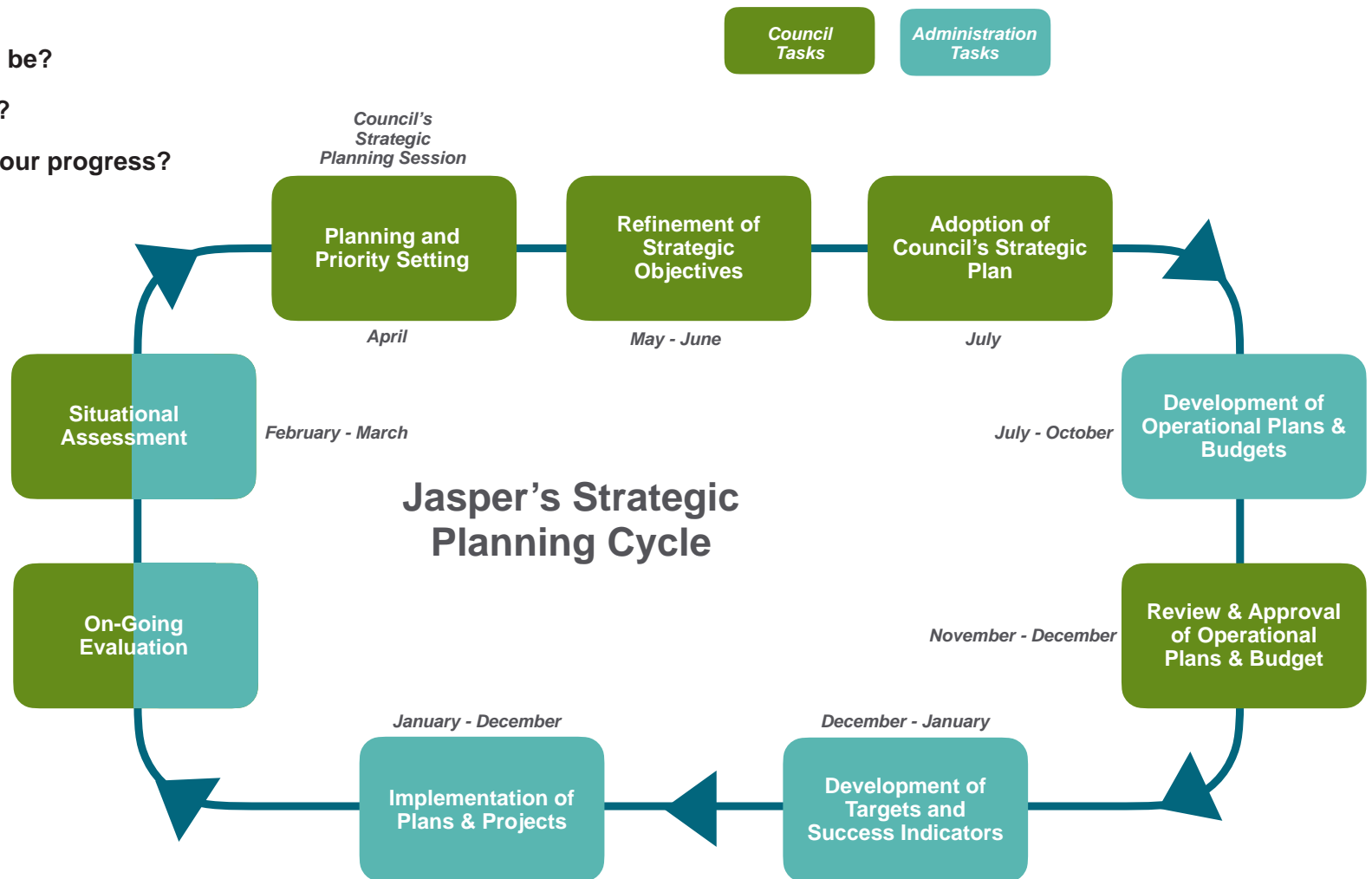
In relentless pursuit of these Strategic Priorities, Council proudly acknowledges the immeasurable contribution of our municipal staff to fostering Community Health and well-being: a continuing contribution based on their self-established values of professionalism, empathy, accountability, respect, communication, and teamwork. We recognize that our residents deserve no less, from staff, and from Council.

Framework & Process

The purpose of this Strategic Plan is to articulate strategic choices and provide information on how the organization intends to achieve its priorities.

The Strategic Plan outlines priorities to be achieved over the next several years and addresses four questions:

- Where are we now?
- Where do we want to be?
- How do we get there?
- How do we measure our progress?



Council's Strategic Priorities



Council acknowledges and respects the values established by the employees of the Municipality:

Professionalism, Empathy, Accountability, Respect, Communication, Teamwork

COMMUNITY HEALTH

The health of our community is the foundation of our future.



To foster a healthy community, we....

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Promote and enhance recreational and cultural opportunities and spaces.
- Enable and facilitate events that provide opportunities to increase community connections.
- Embrace our growing diversity.
- Leverage and create opportunities for greater inclusion.
- Recognize the fundamental importance of our tourism economy.

HOUSING

Shelter is foundational for quality of life, social well-being, community stability and economic health.



To address housing, we...

- Build our internal capacity to advance our housing priorities.
- Invest in infrastructure to support housing.
- Invest in developing community focused housing units.
- Facilitate others in developing diverse housing options.
- Explore increasing the number of units available for municipal staff accommodation.

RELATIONSHIPS

We recognize that our ability to provide effective community leadership relies on the strength of our relationships, primary amongst which are our relationships within our organization.



To maintain strong relationships, we...

- Nurture our most important relationships which are those within our organization, all of whom share a commitment to best serve our community.
- Communicate and engage with residents.
- Collaborate with other municipalities, orders of government, indigenous partners and advocacy associations.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.
- Continue along the path of Reconciliation.

ENVIRONMENT

We will be a leader in sound environmental practices.



To demonstrate care for our environment we...

- Value the unique opportunities and responsibilities arising from our location inside a National Park and World Heritage Site.
- Focus on prevention, mitigation, and preparation for natural disasters.
- Increase opportunities for active transportation and transportation alternatives.
- Include an environmental lens into our decision making and operational plans.
- Examine and adjust our services to ensure they are providing the expected environmental benefits.

ORGANIZATIONAL EXCELLENCE

Working with our CAO, we will embed a culture of service delivery excellence and innovation throughout the organization.



To advance organizational excellence we....

- Empower our staff by investing in the training and tools they require.
- Entrust our staff to develop healthy relationships with the people they serve.
- Proactively plan for and invest in the maintenance and management of our natural assets and built infrastructure.
- Ensure residents receive quality service that provides strong value for dollar.
- Pursue alternative revenue sources and equitable distribution of costs.



ADVOCACY

We empower, facilitate and lead discussions of importance to our community.



To advocate with, and on behalf of, our community we...

- Strengthen our voice by partnering with those who share our interests.
- Contribute our voice to support community, industry, and partners in their advocacy efforts.
- Increase awareness and understanding of our unique conditions with other orders of government and funders.
- Pursue the acquisition of tools and authorities to enhance service delivery, equity and affordability.
- Take active and strategic steps to advance Jasper's interests, including the acquisition of land-use planning and development authority and attaining Resort Municipality Status.

