

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, June 24, 2025 | 9:30am
Jasper Library and 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 is through Zoom livestreaming or in person attendance and participation during Council meetings is through in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kathleen Waxer, Helen Kelleher-Empey, Ralph Melnyk, and Scott Wilson		
Absent	Councillor Rico Damota		
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Courtney Donaldson, Director of Operations & Utilities Michael Fark, Director of Recovery Doug Olthaf, Housing & Social Recovery Manager Mona El Dabee, Energy & Environment Manager Emma Acorn, Legislative Services Coordinator Peter Shokeir, The Fitzhugh Jacqui Sundquist, CBC Edmonton Bob Covey, The Jasper Local 4 observers		
Call to Order	Deputy Mayor Wilson called the June 24, 2025 Committee of the Whole meeting to order at 9:30am.		
Additions/ Deletions to agenda #303/25	MOTION by Councillor Melnyk that Committee amend the agenda for the June 24, 2025 Committee of the Whole meeting by adding the following item: <ul style="list-style-type: none">11.1 In-Camera item – Land & Legal Matter		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #304/25	MOTION by Councillor Kelleher-Empey that Committee approve the agenda for the June 24, 2025 Committee of the Whole meeting as amended: <ul style="list-style-type: none">Add 11.1 In-Camera – Land & Legal		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from June 10, 2025 minutes	none		
Delegations	none		

Correspondence	none						
Advertising Bylaw 2025	Committee received a draft advertising bylaw from Administration for consideration. Due to there currently being no print newspaper in Jasper, there is a need for a bylaw to outline the methods used by the Municipality of Jasper to give notice to the public as per the Alberta Municipal Government Act.						
#305/25	<p>MOTION by Councillor Waxer that Committee recommend Council give first reading the to the Advertising Bylaw 2025; and</p> <p>That Committee recommend Council select August 5, 2025 at 1:30 p.m. in the Quorum room as the date, time and location for the public hearing.</p> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>6 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillors	CARRIED					
#306/25	<p>MOTION by Mayor Ireland that Committee direct Administration to return to the August 5th Public Hearing with proposed amendments based on an email distribution list to be subscribed by local residents or groups</p> <p>Deputy Mayor Wilson recused the Chair to Alternate Deputy Mayor Ralph Melnyk for personal reasons at 10:21am.</p> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>6 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table>	FOR	AGAINST		6 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
6 Councillors	0 Councillors	CARRIED					
Recess	Alternate Deputy Mayor Ralph Melnyk called a recess from 10:21am to 10:28am.						
Health & Safety Policy	Committee received a draft updated Health & Safety Policy from the Health & Safety Committee and Senior Leadership Team. The current policy was approved in 2012 and an update is needed to meet legislative requirements. CAO Bill Given and Director of Operations & Utilities Courtney Donaldson reviewed the draft and answered Council questions.						
#307/25	<p>MOTION by Councillor Waxer that Committee direct Administration to revise Policy E-109 and return to a future Committee meeting.</p> <table><tr><td>FOR</td><td>AGAINST</td><td></td></tr><tr><td>5 Councillors</td><td>0 Councillors</td><td>CARRIED</td></tr></table> <p>Alternate Deputy Mayor Melnyk returned the Chair to Deputy Mayor Wilson who returned to the meeting at 10:49am.</p>	FOR	AGAINST		5 Councillors	0 Councillors	CARRIED
FOR	AGAINST						
5 Councillors	0 Councillors	CARRIED					
Climate Change Adaptation Action Plan	Director of Urban Design & Standards Beth Sanders and Energy & Environment Manager Mona El Dabee presented the Climate Change Adaptation Action Plan to Committee for consideration.						

#308/25	MOTION by Councillor Melnyk that Committee recommend Council approve Jasper's Climate Adaptation Action Plan as presented.			
	FOR 6 Councillors	AGAINST 0 Councillors		CARRIED
Alberta Municipalities Award #309/25	<p>Committee received a request from Administration regarding award nominations for the work undertaken during the 2024 Jasper Wildfire Complex.</p> <p>MOTION by Councillor Waxer that Committee authorize Administration, by resolution, to submit an Alberta Municipalities award nomination recognizing leadership during the 2024 Jasper Complex Wildfire for the following:</p> <ul style="list-style-type: none"> • Dedicated Senior Team Award for the Municipality of Jasper Senior Leadership Team. 			
	FOR 6 Councillors	AGAINST 0 Councillors		CARRIED
	Mayor Ireland left the meeting at 11:34am.			
#310/25	<p>MOTION by Councillor Waxer that Committee authorize Administration, by resolution, to submit an Alberta Municipalities award nomination recognizing leadership during the 2024 Jasper Complex Wildfire for the following:</p> <ul style="list-style-type: none"> • Award of Excellence for Mayor Richard Ireland. 			
	FOR 5 Councillors	AGAINST 0 Councillors		CARRIED
Recess	<p>Deputy Mayor Wilson called a recess from 11:35am to 11:42am.</p> <p>Mayor Ireland returned to the meeting at 11:42am.</p>			
Jasper Wildfire Recovery Needs Assessment Report	<p>Director of Recovery Michael Fark and Housing & Social Recovery Manager Doug Olthaf presented the Jasper Wildfire Recovery Needs Assessment Report to Committee. Mr. Olthaf reviewed how the results were gathered and the plan for an ongoing assessment of needs.</p>			
#311/25	<p>MOTION by Councillor Hall that Committee recommend Council receive the report for information and direct Administration to incorporate the Wildfire Recovery Needs Assessment Report findings in future work planning.</p>			
	FOR 6 Councillors	AGAINST 0 Councillors		CARRIED
2025 Extended Producer Responsibility Discount	<p>Committee received a request for decision from Administration with Ms. Donaldson reviewing the report and answering questions about the program and future considerations.</p>			

#312/25	<p>MOTION by Councillor Melnyk that Committee recommend Council implement a discount for all residential recycling customers for the period of July 1, 2025, through to October 1, 2026, in recognition of the Extended Producer Responsibility program and contract.</p> <p>FOR 6 Councillors</p> <p>AGAINST 0 Councillors</p> <p>CARRIED</p>
<p>Utilities Emergency Capital Funding Request #313/25</p>	<p>Committee received an urgent request from the Operations & Utilities Department with Ms. Donaldson sharing the background and relevant timelines and costs.</p> <p>MOTION by Councillor Melnyk that Committee recommend Council approve the allocation of \$305,000 from the Utility Capital Reserve for repairs to Water Production Pump 2 and the Water Treatment Plant Entrance Slab Failure.</p> <p>FOR 6 Councillors</p> <p>AGAINST 0 Councillors</p> <p>CARRIED</p>
Motion Action List	Administration reviewed the Motion Action List.
#314/25	<p>MOTION by Councillor Hall that Committee approve the updated Motion Action List with the removal of the following item:</p> <ul style="list-style-type: none"> • Climate Change Adaptation Plan • Utility Rate Model • Wildfire Recovery Strategic Priorities • Correspondence – Congestion at Fuel Stations <p>And date changes for the following items:</p> <ul style="list-style-type: none"> • Grande Yellowhead Public School Division Joint Agreement <p>FOR 6 Councillors</p> <p>AGAINST 0 Councillors</p> <p>CARRIED</p>
Councillor upcoming meetings	<p>Mayor Ireland will be speaking at the Diploma Ceremony for École Desrochers Graduates this afternoon and will also be visiting the Interim Housing BBQ gatherings this evening.</p> <p>Councillor Melnyk will be attending a sub-committee meeting for the Jasper-Yellowhead Historical Society to assist in planning the 100th anniversary celebration of the summing of Mount Alberta.</p> <p>Councillor Waxer was in attendance, along with Mayor Ireland, at the National Indigenous Peoples Day celebrations which took place at the Jasper Activity Centre this past Friday.</p> <p>Councillor Hall will be attending a Recovery Advisory Committee this Thursday. She was also present last week for the grand opening of the Municipality's Transit Facility in the Operations Compound.</p>
Upcoming Events	Council reviewed a list of upcoming events.

Move In-camera
#315/25

MOTION by Councillor Waxer to move in-camera at 12:39pm to discuss agenda item:

- 11.1 In-Camera – Land & Legal Matter

FOR

6 Councillors

AGAINST

0 Councillors

CARRIED

Mr. Given, Mr. Fark, and Ms. Donaldson also attended the in-camera session.

Move out of
camera
#316/25

MOTION by Councillor Kelleher-Empey to move out of camera at 12:57pm.

FOR

6 Councillors

AGAINST

0 Councillors

CARRIED

Adjournment
#317/25

MOTION by Mayor Ireland that, there being no further business, the Committee of the Whole meeting of June 24, 2025 be adjourned at 12:57pm.

FOR

6 Councillors

AGAINST

0 Councillors

CARRIED