

MUNICIPALITY OF JASPER
ORGANIZATIONAL MEETING AGENDA
Date: October 27, 2020
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 following the Oct.27 Committee of the Whole meeting, use the following Zoom link:
<https://us02web.zoom.us/j/85070079602?pwd=MlFhTG5hREo4V3owd1hpVm9PSXhEUT09>

- 1 CALL TO ORDER**
- 2 ADDITIONS TO AGENDA**
- 3 APPROVAL OF AGENDA**
 - 3.1 Organizational Meeting Agenda, October 27, 2020 attachment
- 4 MEETING SCHEDULE**
 - 4.1 Set date, time and place for regular meetings attachment
 - 4.2 Set date, time and place for committee of the whole meetings attachment
- 5 DEPUTY & ALTERNATE DEPUTY MAYOR POSITIONS & LENGTH OF OFFICE**
 - 5.1 Deputy and Alternate Deputy Mayor schedule attachment
- 6 COMMITTEE STRUCTURE**
 - 6.1 List of committees and boards attachment
 - 6.2 Appointment to committees and boards attachment
- 7 ADJOURNMENT**

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



Municipality of Jasper 2020 Council Meeting Calendar

Regular Meetings are scheduled for 1:30 p.m. and

Committee-of-the-Whole Meetings are scheduled for 9:30 a.m.

at the Jasper Library & Cultural Centre, downstairs, 500 Robson Street, Jasper, AB.

Regular Meeting
Statutory Holiday
Committee of the Whole
Special Meeting Dates

| 2020 | JANUARY | | | | | | | FEBRUARY | | | | | | | MARCH | | | | | | |
|---------|---------|----|----|----|----|----|----------|----------|----|----|----|----|----|-----------|-------|------|----|----|-----|-----|-----|
| | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
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| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 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 |
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| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | |
| 26 | 27 | 28 | 29 | 30 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | | | | | |
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| JULY | | | | | | | AUGUST | | | | | | | SEPTEMBER | | | | | | | |
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | AUMA | | | 26 | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | |
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| OCTOBER | | | | | | | NOVEMBER | | | | | | | DECEMBER | | | | | | | |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | |
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- 27 October 27: Cotw meeting at 9:30 a.m., immediately followed by the Organizational Meeting
- 9 November 9: Budget Presentations at 6 p.m.
- 10 November 10: Cotw meeting at 9:30 a.m., followed by Budget Presentations at 6 p.m.
- FCM Federation of Canadian Municipalities Conference: June 4 -June 7, 2020 (Toronto)
- AUMA Alberta Urban Municipalities Association Convention: September 23-25, 2020 (Calgary)



Municipality of Jasper 2021 Council Meeting Calendar

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Committee-of-the-Whole Meetings are scheduled for 9:30 a.m.

at the Jasper Library & Cultural Centre, downstairs, 500 Robson Street, Jasper, AB.

Regular Meeting
Statutory Holiday
Committee of the Whole
Special Meeting Dates

| 2021 | JANUARY | | | | | | | FEBRUARY | | | | | | | MARCH | | | | | | |
|---------|---------|----|----|----|----|----|----------|----------|----|----|----|----|----|-----------|-------|----|----|----|----|----|----|
| | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
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| | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | | | | | | | 28 | 29 | 30 | 31 | | | |
| | 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 |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | |
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| JULY | | | | | | | AUGUST | | | | | | | SEPTEMBER | | | | | | | |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 30 | 31 | | | | | 26 | 27 | 28 | 29 | 30 | | | |
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| OCTOBER | | | | | | | NOVEMBER | | | | | | | DECEMBER | | | | | | | |
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | 28 | 29 | 30 | | | | | 26 | 27 | 28 | 29 | 30 | 31 | | |
| 31 | | | | | | | | | | | | | | | | | | | | | |

- June 3 - June 10 TBC: Federation of Canadian Municipalities Conference: June 3-6 or June 10-13, Montreal
- Oct. 18 Election Day
- Oct. 22 TBC: Swearing in Ceremony
- Oct. 25-29 New Council Orientation Week
- Nov. 2 Inaugural meeting of Council and Organizational meeting, 1:30 pm
- Nov. 15 - 16 TBC: Budget presentations
- AUMA TBC: No dates yet. Typically in November in an election year
- Dec.17 TBC: Community Christmas Party

Municipality of Jasper

Deputy and Alternate Deputy Mayor

November 2019 – October 2020



| Dates | Deputy Mayor | Alternate Deputy Mayor |
|--------------------------------|----------------------|------------------------|
| Nov. 1, 2019 – Dec. 31, 2019 | Coun. Butler | Coun. Damota |
| Jan 1, 2020 – Feb. 29, 2020 | Coun. McGrath | Coun. Butler |
| March 1, 2020 – April 30, 2020 | Coun. Kelleher-Empey | Coun. McGrath |
| May. 1, 2020 – June 30, 2020 | Coun. Wilson | Coun. Kelleher-Empey |
| July 1, 2020 – Aug. 31, 2020 | Coun. Journault | Coun. Wilson |
| Sept. 1, 2020 – Oct. 31, 2020 | Coun. Damota | Coun. Journault |

Municipality of Jasper

Deputy and Alternate Deputy Mayor

November 2020 – October 2021



| Dates | Deputy Mayor | Alternate Deputy Mayor |
|--------------------------------|--------------|------------------------|
| Nov. 1, 2020 – Dec. 31, 2020 | | |
| Jan 1, 2021 – Feb. 28, 2021 | | |
| March 1, 2021 – April 30, 2021 | | |
| May 1, 2021 – June 30, 2021 | | |
| July 1, 2021 – Aug. 31, 2021 | | |
| Sept. 1, 2021 – Oct. 31, 2021 | | |

Council Boards & Committees

from Organizational Meeting, October 2020



| Boards & Committees | Number required |
|---------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Community Conversations & Jasper Community Team Society | 1 councillor + 1 alternate |
| Culture and Recreation | 1 councillor |
| Emergency Advisory | All councillors |
| Environmental Responsibility | 2 councillors |
| Hospitality and Twinned Communities | 2 councillors |
| Human Resources | 3 councillors |
| Jasper Municipal Library & Yellowhead Regional Library | 1 councillor + 1 alternate *Alternate is only for YRL |
| Legislative | 3 councillors |
| Regional Assessment Review Board | 1 councillor *Councillor Butler is currently the only qualified councillor to sit on this board |
| Jasper Community Housing Corporation | 2 councillors + 2 alternates |
| Communities in Bloom | 1 councillor |
| Evergreens Foundation Board | 1 councillor + 1 alternate |
| Jasper Partnership Initiative/ Economic Task Force | 1 councillor + 1 alternate |
| Jasper Yellowhead Museum and Archives | 1 councillor |
| TransCanada Yellowhead Highway Association | 1 councillor + 1 alternate |
| West Yellowhead Community Futures | 2 councillors + 1 alternate |
| West Yellowhead Waste Management Authority | 2 councillors |

Council Appointments to Boards and Committees

October 2020



Council Boards and Committees

| Board or Committee Name | Appointed Councillor(s) | Alternate |
|-------------------------------------|-------------------------|-----------|
| Community Conversations | | |
| Culture and Recreation | | |
| Emergency Advisory | All Councillors | |
| Environmental Responsibility | | |
| Hospitality and Twinned Communities | | |
| Human Resources | | |
| Jasper Municipal Library | | |
| Legislative | | |
| Regional Assessment Review Board | | |

Corporations

| Corporation Name | Appointed Councillor(s) | Alternate |
|-----------------------------------------------------|-------------------------|-----------|
| Jasper Community Housing Corporation | | |
| Jasper Community Housing Corporation Chairperson | | |

External Boards and Committees

| Board or Committee Name | Appointed Councillor(s) | Alternate |
|----------------------------------------------------------------|-------------------------|-----------|
| Communities in Bloom | | |
| Evergreens Foundation Board | | |
| Jasper Community Team Society | | |
| Jasper Partnership Initiative/ Economic Recovery Task Force | | |
| Jasper Yellowhead Museum and Archives | | |
| TransCanada Yellowhead Highway Association | | |
| West Yellowhead Community Futures | | |
| West Yellowhead Waste Management Authority | | |
| Yellowhead Regional Library | | |

Municipality of Jasper

Recommendations List
Organizational Meeting, October 27, 2020



1. Additions to Agenda

BE IT RESOLVED THAT Council agree to add/delete the following items to today's organizational meeting agenda:

2. Approval of Agenda

BE IT RESOLVED THAT Council approve the agenda for the organizational meeting of Tuesday, October 27, 2020 as presented.

3. Meeting Schedule: Date, Time, and Location for regular meetings

BE IT RESOLVED THAT Council set the following dates, times, and locations for regular Council meetings for the year 2020-2021:

4. Meeting Schedule: Date, Time, and Location for COTW meetings

BE IT RESOLVED THAT Council set the following dates, times, and locations for council committee of the whole meetings for the year 2020-2021:

5. Appointment of Deputy and Alternate Deputy Mayor for the 2020-2021 term

BE IT RESOLVED THAT Council approve a Deputy Mayor and Alternate Deputy Mayor schedule rotating on two-month terms commencing November 1, 2020 as follows:

6. Committee Structure 2020-2021

BE IT RESOLVED THAT Council approve the list of committees and boards for the year 2020-2021 as attached.

7. Appointment to Committees and Boards

BE IT RESOLVED THAT Council appoint the following Councillors to the following committees and boards:

8. Adjournment

BE IT RESOLVED THAT, there being no further business, the organizational meeting of October 27, 2020 be adjourned at _____.