

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
February 3, 2026 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)



Notice: Council members and staff are at the Jasper Library and Cultural Centre. Members of the public can attend meetings in person; view meetings through the Zoom livestream; or view archived Council meetings on YouTube at any time. **To live-stream this meeting starting at 1:30 pm, use this Zoom link:**
<https://us02web.zoom.us/j/87657457538>

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, February 3, 2026 attachment

Recommendation: That Council approve the agenda for the regular meeting of February 3, 2026 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, January 20, 2026 attachment

Recommendation: That Council approve the minutes of the January 20, 2026 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, January 27, 2026 attachment

Recommendation: That Council approve the minutes of the January 27, 2026 Committee of the Whole meeting as presented.

4 DELEGATIONS

5 CORRESPONDENCE

6 NEW BUSINESS

6.1 Jasper Recovery Coordination Centre Progress Update attachment

Recommendation: That Council receive the report for information.

6.2 Director's Report – Protective & Legislative Services attachment

Recommendation: That Council receive the report for information.

6.3 2025 Property Tax Receivable/Write-Off Request

Recommendation: That Council authorize the write off of \$10,802.15 for Property Tax receivable for Roll 500000 (Provincial Building).

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REGULAR COUNCIL MEETING AGENDA
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6.4 February 17, 2026 Regular Council meeting schedule

attachment

Recommendation: That Council adjust the start time for the February 17, 2026 Regular Council meeting from 1:30pm to 9:30am.

6.5 Family & Community Support Services Association of Alberta Representation – Councillor Waxer

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

9 UPCOMING EVENTS

[Economic Development for Elected Officials](#) – 9am-3pm, February 5, Quorum Room

[2026 Tourism Advocacy Summit](#) – February 8-10, JW Marriot Edmonton ICE District

[JPCC Speaker Series - Ron Hallman, Christine Loth-Bown & Geneviève Caron](#) – 8am-10am, February 11, Papa George's

[NETMA](#) – 4:30pm-6:30pm, February 18, Location TBA

[Mayor's Recognition Awards Nomination Deadline](#) – March 1

10 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of February 3, 2026 be adjourned at _____.

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

AGENDA ITEM 3.1

Municipality of Jasper
Regular Council Meeting Minutes
Tuesday, January 20, 2026 | 1:30pm
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 during Council meetings is through both Zoom livestreaming and in-person attendance. Public participation is facilitated through in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Ralph Melnyk, Kable Kongsrud, Danny Frechette, Laurie Rodger, and Wendy Hall.		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Michael Fark, Director of Recovery Courtney Donaldson, Director of Operations & Utilities Natasha Malenchak, Director of Finance & Administration Caylee LaBranche, Business Liaison Emma Acorn, Legislative Services Coordinator 20 observers		
Call to order	Mayor Ireland called the January 20, 2026 Regular Council meeting to order at 1:30pm.		
Additions or deletions to agenda	none		
Approval of agenda #23/26	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the agenda for the January 20, 2026 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #24/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the January 6, 2026 Regular Council meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #25/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the January 13, 2026 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from minutes	none		
Delegations	none		
Correspondence	none		
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre progress update from Director of Recovery Michael Fark and Business Liaison Caylee LaBranche. Highlights include a summary of key recovery activities with a more detailed look at economic recovery and acknowledgement of the many partners involved.		
#26/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the Jasper Recovery Coordination Centre progress update for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Director's Report – Operations & Utilities	Council received a department update from Director of Operations & Utilities Courtney Donaldson covering the period from July 15, 2025 to January 15, 2026. Highlights included details on major projects; staffing; service trends; snow removal; utilities; communications & engagement; and more.		
#27/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the report for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 3:07pm to 3:17pm.		
Supplementary Assessment of Improvements and Supplementary Tax Bylaws	Director of Finance & Administration Natasha Malenchak reviewed the annual process required for tax purposes and additional information regarding recovery and the rebuild.		
#28/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the third time, Bylaw #273, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#29/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the third time, Bylaw #274, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Utilities Fees Levy and Collection Bylaw 2026	MOTION by Councillor Waxer – BE IT RESOLVED that Council read for the third time, Bylaw #275, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2026.		
#30/26	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Board and Committee Appointments	Council received a recommendation from the Human Resources Committee of Council regarding an appointment to the Communities in Bloom Committee.		
#31/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council appoint Madison Kinshella to the Communities in Bloom Committee for a term commencing January 1, 2026 and concluding December 31, 2027.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		
Councillor Reports	Councillor Melnyk attended the Seniors Community Conversations last Wednesday.		
	Councillor Waxer attended the Evergreens Foundation postponed Christmas Dinner.		
	Councillors Kongsrud and Hall attended the Adults Community Conversation.		
	Councillors Hall and Waxer attended a meeting of the Recovery Advisory Committee on January 12 th .		

Councillor Hall, along with other members of Council, attended an Off-site Levies Bylaw workshop on January 12th.

Councillor Hall was at a meeting of the Municipality of Jasper Library Board n January 12th.

Councillor Hall, Councillor Waxer, and CAO Given met with representatives of Telus on January 16th.

Mayor Ireland and Councillor Melnyk were present for a meeting of the West Yellowhead Regional Waste Management Authority last Friday.

Upcoming events Council received a list of upcoming events for information.

Adjournment
#32/26 MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Regular Council meeting of January 20, 2026 be adjourned at 3:28pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mayor

Chief Administrative Officer

AGENDA ITEM 3.2

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, January 27, 2026 | 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 participation is through in person attendance and public viewing during Council meetings is through Zoom livestreaming and in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Kathleen Waxer, Councillors Ralph Melnyk, Kable Kongsrud, Wendy Hall, Laurie Rodger, and Danny Frechette		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Courtney Donaldson, Director of Operations & Utilities Natasha Malenchak, Director of Finance & Administration Erin Toop, Transit Manager Leanne Pelletier, Housing Manager Emma Acorn, Legislative Services Coordinator James Purdy, SKIJORING for MS Bob Covey, The Jasper Local 16 observers		
Call to Order	Deputy Mayor Kathleen Waxer called the January 27, 2026 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement .		
Additions/deletions to the agenda	none		
Approval of agenda #33/26	MOTION by Councillor Melnyk that Committee approve the agenda for the January 27, 2026 Committee of the Whole meeting as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from minutes	none		
Delegations	none		
Correspondence – James Purdy of SKIJORING for MS	Committee received correspondence from James Purdy who is the head organizer of SKIJORING for MS which is an annual fundraiser for MS Canada held in northeastern Alberta. Mr. Purdy was also able to join the meeting over Zoom to answer Committee questions.		

#34/26	MOTION by Mayor Ireland that Committee receive the correspondence and presentation for information; and That Committee direct Administration to work with other interested local organizations to investigate; with SKIJORING for MS, the feasibility of hosting a skijoring event in Jasper in subsequent years and to return to a future Committee of the Whole meeting with a report and recommendations.			
	FOR 7 Councillors	AGAINST 0 Councillor		CARRIED
2025 Annual Transit Service Update	Committee received the annual Transit Service Update from CAO Bill Given and Transit Manager Erin Toop. Highlights included information on fares; routes; ridership numbers; rider survey results; funding breakdowns; business planning and more.			
#35/25	MOTION by Councillor Rodger that Committee receive the 2025 Annual Transit Service Update for information, and That Committee direct Administration to return to Committee with the results of the 2027-2031 Transit Business Plan prior to July 2026.			
	FOR 7 Councillors	AGAINST 0 Councillor		CARRIED
Recess	Deputy Mayor Waxer called a recess from 11:02am to 11:11am.			
2025 Property Tax Receivable/Write-Off Request	Committee received a request for decision from Director of Finance & Administration Natasha Malenchak regarding the reoccurring issue with property taxes for the Provincial building.			
#36/26	MOTION by Mayor Ireland that Committee recommend Council authorize the write off of \$10,802.15 for Property Tax receivable for Roll 500000 (Provincial Building).			
	FOR 7 Councillors	AGAINST 0 Councillor		CARRIED
Housing Report – Status of Housing Initiatives	Committee received an information report from Director of Urban Design & Standards Beth Sanders and Housing Manager Leanne Pelletier. ‘The Housing Report: Status of Housing Action Plan and Housing Accelerator Fund (HAF) Initiatives’ provides an overview of eight core initiatives, six of which are directly tied to HAF funding.			
#37/26	MOTION by Councillor Melnyk that Committee receive the Housing Action Plan/Housing Initiatives update for information.			
	FOR 6 Councillors	AGAINST 0 Councillor		CARRIED

Councillor Hall was temporarily unavailable during the vote on the motion but returned after for the remainder of the meeting.

Motion Action List Administration reviewed the Motion Action List.

#38/26 MOTION by Councillor Melnyk that Committee approve the updated Motion Action List with date changes for the following items:

- Transit Bus RFP
- Jasper Artists Guild Lease
- Property and Business Tax Policy

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Councillor
upcoming
meetings Councillor Hall will be at a Public Service Library Board orientation this evening.

Councillors will be participating in an Equity, Diversity & Inclusion workshop this Thursday; a lunch meeting with ATCO on Friday; and the first Intergovernmental of their term on February 3rd.

Councillor Melnyk will be attending the Economic Developers Alberta course taking place February 5th.

Mayor Ireland will be attending a meeting of the Jasper Partnership Initiative tomorrow and will be speaking at the Jasper in January Street Party this Saturday.

Councillor Waxer will be participating in strategic planning sessions for Family and Community Support Services Association of Alberta tomorrow and Thursday.

Councillor Kongsrud and Councillor Rodger requested to swap their Community Conversations appointments. Mayor Ireland asked Committee if there were any objections to the change and none were raised. Councillor Kongsrud will now attend the Seniors Community Conversations and Councillor Rodger will attend the Adults Community Conversation.

Upcoming Events Council reviewed a list of upcoming events.

Adjournment
#39/26 MOTION by Councillor Hall that, there being no further business, the Committee of the Whole meeting of January 27, 2026 be adjourned at 12:06pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

JASPER RECOVERY COORDINATION CENTRE (JRCC)

February 3, 2026

PROGRESS UPDATE



SUMMARY OF KEY RECOVERY ACTIVITIES



DEBRIS REMOVAL

- The JRCC received feedback from residents regarding higher-than-expected invoices associated with the bulk debris removal program. The JRCC reviewed available information and raised concerns with the Insurance Bureau of Canada and the contractors involved; lessons learned are being documented and residents have been directed to the Canadian Red Cross regarding potential support options.

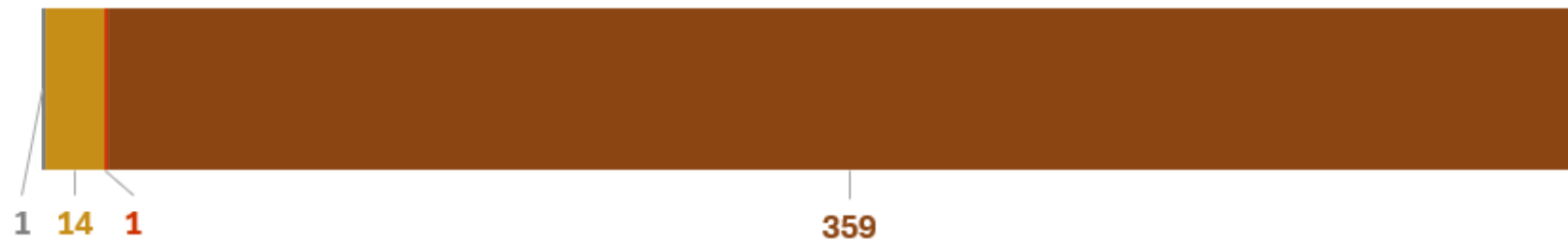
Certificates of Completion

- Total number of permits issued (in and out of town): 393
 - **Certificates of Completion issued: 371**
 - In Town non-commercial certificates: **334** (out of 341 properties with demolition permits)
- Certificates of completion pending review/and or sign off: 10
- Properties pending submission of confirmatory reports: 11
- Of these, **0** properties are completing additional remediation

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

SITE PREPARATION

Site preparation status of properties impacted by the 2024 Jasper wildfire
within the Municipality of Jasper only



■ Properties with debris remaining

■ Properties where soil sample reports (confirmatory sampling) need to be submitted to Parks Canada

■ Properties where soil sample reports (confirmatory sampling) are being reviewed by Parks Canada

■ Properties where the site is confirmed safe for human health and ready for rebuild

Updated: January 26, 2026 - Source: Parks Canada

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

INTERIM HOUSING

- 351 households (685 individuals) are currently in the program
- Occupancy of the Patricia Circle and the United Church sites expected in early March
- All interim housing units in-town continue to remain fully occupied or allocated. Some dorm units at Marmot Meadows remain available for fixed term leases through the winter season
- The JRCC has processed over 975 applications for interim housing and continues to receive new applications
- The list of applicant households continues to increase due to the recent influx of new applications in December and January with 70 applicants without housing offers

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

COMMUNITY INTERIM HOUSING – SUPPLY & ALLOCATION

Updated January 29, 2026

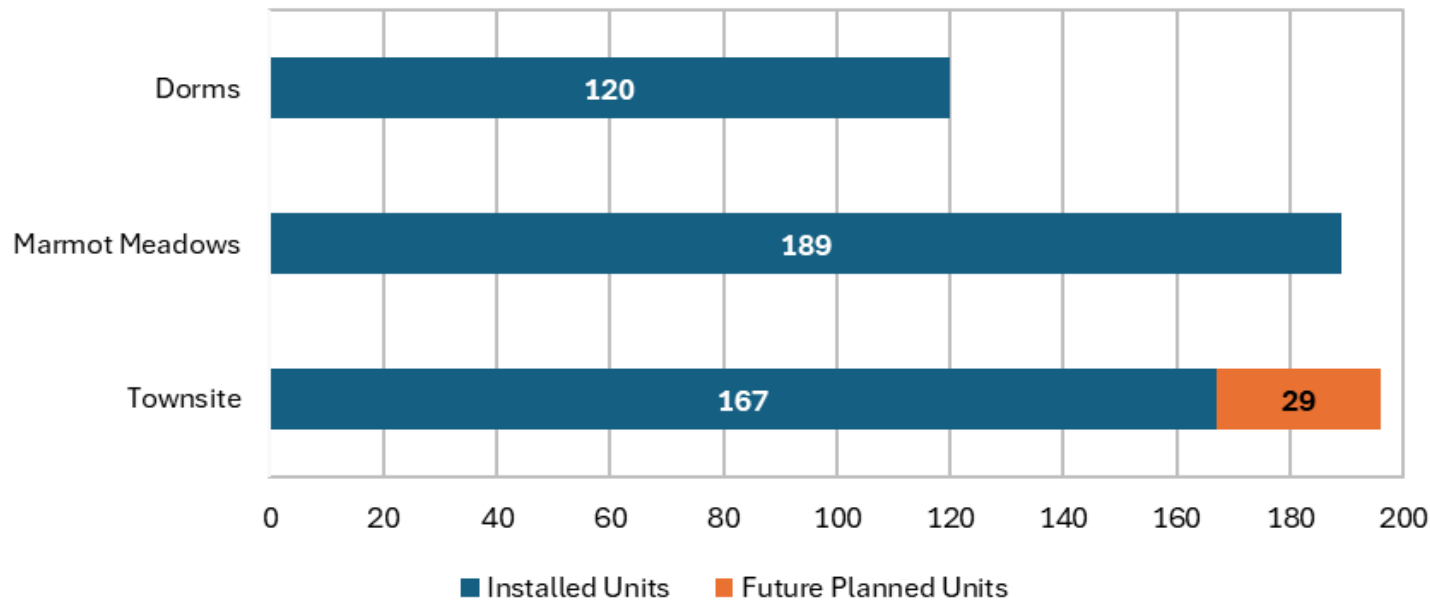
Supply of Units		
476		
Units Allocated		Units Available*
402		74
In-House	Offered/Lease Signed	*Units available includes new units, those in process of being allocated as we receive applications, as well as excess dormitory stock during the winter season*
375	27	

	In-House	Offered/Lease Signed	Total
Units	375	27	402
Households	331	15	346
Individuals	628	28	656

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

INTERIM HOUSING – UNIT AVAILABILITY

Currently Available Units and Future Planned Units



Future units are planned in the following locations:

- Patricia Circle, 6 units, occupancy March 2026
- United Church, 23 units, occupancy March 2026
- Total units (current and future): 505
 - 120 Dorms
 - 189 at Marmot Meadows
 - 167 in Townsite
 - 29 in preparation for occupancy

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

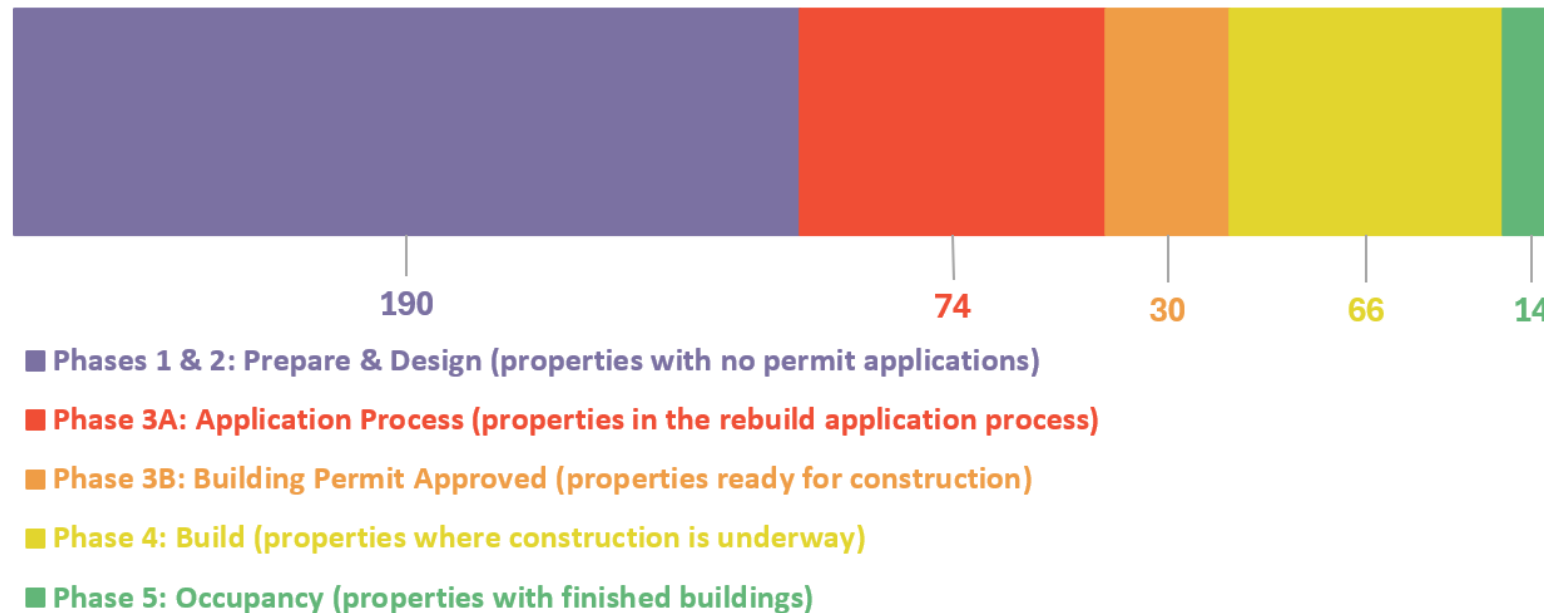
REBUILDING HOMES AND BUSINESSES



- The next **Builders Workshop** will be held on **February 4**, focused on advancing action items from the November 28 session
- Permit review timelines continue to meet established service standards
- **A key milestone was reached on January 20, with the first home fully constructed on site achieving occupancy**
- Nearly 50% of wildfire-affected leaseholders have now initiated the permitting process with Parks Canada
- On January 8, 2026, the Jasper Field Unit Superintendent approved changes to the Town of Jasper Land Use Policy to support implementation of the Municipality of Jasper's Housing Action Plan. **These changes come into effect February 9, 2026.** More information can be found [here](#)

REBUILDING HOMES AND BUSINESSES

Rebuild status of properties impacted by the 2024 Jasper wildfire within the Municipality of Jasper only



Updated: January 26, 2026 - Source: Parks Canada (Phases 1&2, 3A, 3B, and 5) and Municipality of Jasper (Phase 4)

*Of the 30 properties in Phase 3B, 15 have visible signs of construction work but have not yet poured foundation

REBUILD – DWELLING UNITS

Updated January 26, 2026

Rebuilding properties in-town issued a building permit	# Dwelling units in rebuilding properties in-town issued a building permit		Rebuild dwelling units in-town complete for occupancy
110	244		13
	# Replacement Units	# Net New Units	
	183	61	

SOCIAL RECOVERY

- A new cohort of Recovery Pathfinders will begin next week. Additional cohorts will begin training in March and April. The total number of trained Pathfinders in Jasper is now 80
- A Find a Pathfinder tool has been added to the Pathfinders website - [Find a Pathfinder](#). The tool allows residents who would like to connect with a Pathfinder to be connected with one
- Data analysis continues for the second recovery needs assessment in collaboration with the Canadian Red Cross. A report will be forthcoming in the coming weeks
- The JRCC has launched a new strategy to engage and support displaced residents residing outside of the community. This includes the expansion of the Spiritual Circles program to an online offering
- 80 submissions have been made to the Jasper Recovery Challenges online form, with 52 requesting a response. 44 responses (85%) have been provided at the time of writing

Our work on these programs supports the wellbeing of Jasperites while advancing our objectives of providing access to recovery supports and fostering community connection.

ECONOMIC RECOVERY

Business Recovery Assessment & Planning

- Monitoring and evaluation of overall business health and recovery progress is underway
- Planning has begun to assess and modernize the Municipality of Jasper's Business Registry and Licensing System, to improve efficiency, compliance, and support for local businesses
- **Interim Industrial Park**
 - The Interim Industrial Park has reached full occupancy and continues to support fire-impacted businesses operating in the community
- **Pop-Up Village**
 - An artist-in-residence is currently active at the Creative Space Between the Trees Artist Studio
 - Planning for the 2026 full operating season (May–October) is underway. Space remains available for eligible businesses interested in participating. More information is available on the municipal website: www.jasper-alberta.ca/p/pop-up-village

Business Outreach & Communications

- The JRCC has launched the **Business Recovery Bulletin**, a new tool to share business-focused recovery updates from the JRCC. Businesses can view the first edition and subscribe for future briefs by signing up for Engage Jasper, here: www.engagejasper.ca/jrcc-business-recovery-bulletin

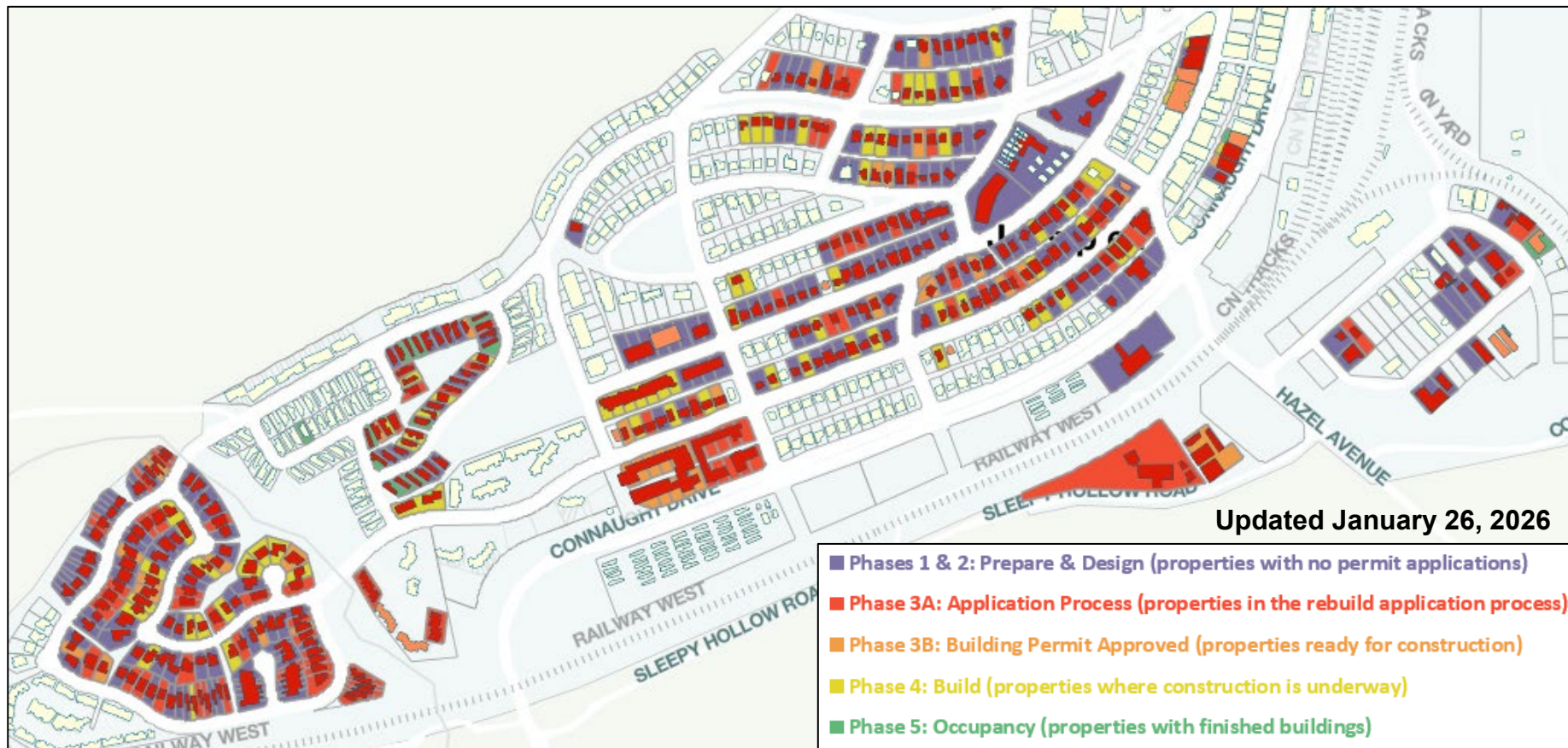
Through these activities, we are revitalizing Jasper's economy; supporting businesses, attracting visitors, and restoring workforce capacity.



FOCUS ON CONSTRUCTION COORDINATION

RECOVERY PRIORITY #1

THE RECOVERY CHALLENGE



Total affected land:

230,865m²

Affected properties:

Homes: 326

Apartments/Condos: 9

Garages: 5

Churches: 2

Industrial Park: 16

Commercial District: 10

Tourist Accommodation: 3

Gas Stations: 2

Hardware Store: 1

WORKING GROUP OBJECTIVES

- **Objective 1:** Ensure the safety of staff, workforce, and the public
- **Objective 2:** Minimize impacts to residents, businesses, and tourism
- **Objective 3:** Requirements are clear to all parties
- **Objective 4:** Support an efficient rebuild
- **Objective 5:** Foster strong industry and government relationships
- **Objective 6:** Contractor compliance with requirements



SAFETY, PERMITTING, AND COMPLIANCE

What We Strengthened

- Clarified regulatory authority and enforcement roles across agencies
- Strengthened permit compliance oversight during debris removal, demolition, and construction
- Improved inter-agency coordination for safety, environmental protection, and bylaw enforcement

Result: Clear authority, faster response, and consistent enforcement.

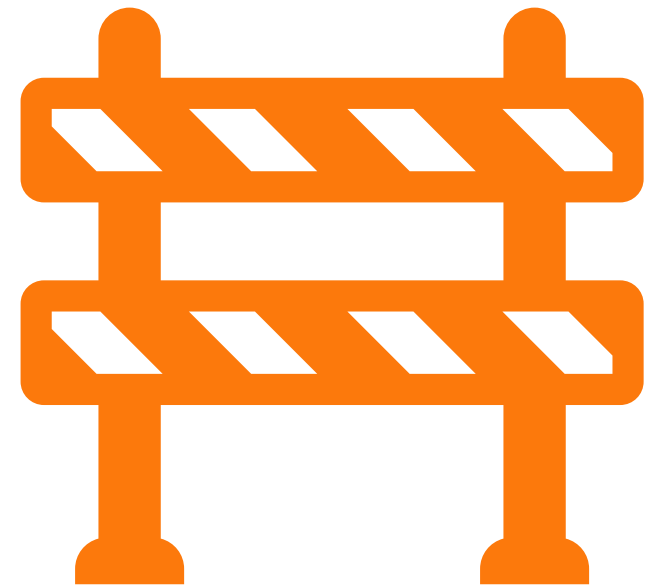
2025 Compliance Snapshot

- **2 Stop Work Orders** (Environmental/worker safety non-compliance & Construction without required permits)
- **~12 complaints** (Unauthorized use of neighbouring leaseholds for construction laydown, dumping or access)
- **Alberta OHS** actions (primarily related to fall protection and work-at-heights practices)
- **MOJ SPSU** complaints (sidewalk snow clearing and obstructions)
 - Preapplication meetings with applicants and contractors have proven beneficial leading to minimal compliance issues



COMMUNITY IMPACTS AND MITIGATION

- Streets and public space use (SPSU) permits
 - Allows builders to utilize street or public space for construction activity such as laydown, staging, or material delivery
- Specified hauling routes for pre-fabricated home deliveries
 - Updated hauling route effective as of January 22, 2026
- Updated Noise Bylaw
 - Allows construction between 10:00 am and 6:00pm on Sundays
- Establishment of construction zones and temporary traffic patterns in specific rebuild areas is under consideration and will be implemented once formally approved
 - Reduces unnecessary traffic, improving safety and minimizing disruption for builders



INDUSTRY COORDINATION AND ENGAGEMENT

- Rebuliding Jasper Industry Bulletin is emailed directly to participating contractors and residents
- Utility orientation for prime contractors after building permit issuance
- Inspections and repair work are scheduled to ensure proper connection to MOJ infrastructure
- Builder's breakfasts held in 2025 will be offered again in 2026



INDUSTRY COORDINATION AND ENGAGEMENT

Stan Wright Construction Laydown - 90% Occupied



Athabasca Road Laydown - 40% Occupied



Marmot Pit Soil/Rock Disposal

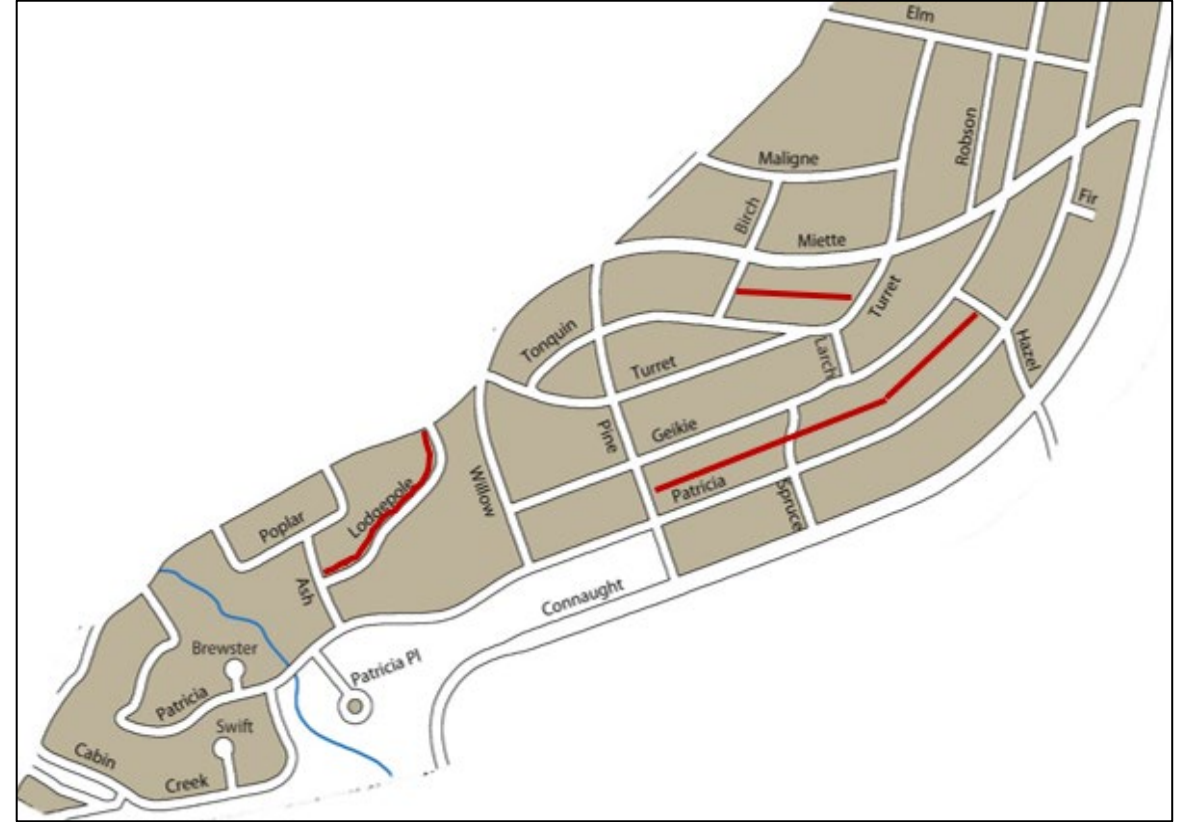


INDUSTRY COORDINATION

New Power Poles



New Gas Mains



INDUSTRY COORDINATION

25kV Underground Power and Rogers

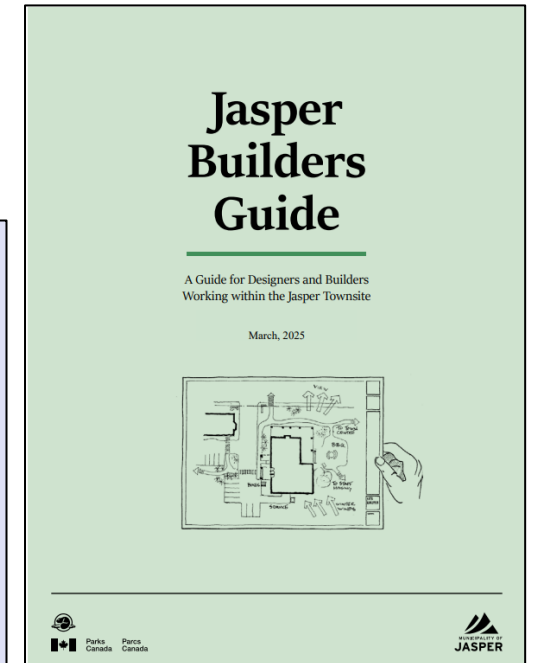
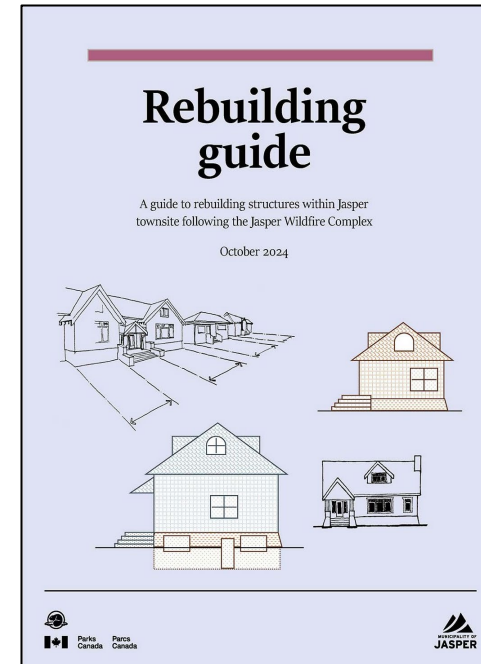


Cabin Creek ATCO Power, ATCO
Gas, Rogers



COMMUNICATION AND RISK MANAGEMENT

- Communication with contractors is established by Construction Coordinators once Building Permits are issued. Links to the Builders Guide and other relevant information is shared. On-site meetings to discuss permit expectations continues as new Prime Contractors arrive
- Trespassing concerns were addressed through direct communication with all affected leaseholders, informing them of the limited space available for contractors. Clear guidance was also provided on protocols and expectations for sharing the space
- Websites and social media keep the public up to date with activity and changes to policy affecting residents
- Construction Coordination contacts have been distributed and available on websites



FROM IMPACT TO RECOVERY

- Debris removal: 99% complete
- Environmental testing: 94% complete
- Building Permits: 110 rebuild properties with permits issued
 - 14 properties with permits for occupancy (Phase 5)
 - 66 additional properties under construction (Phase 4)
 - 3 at foundation poured
 - 26 at framing
 - 37 at lock up
 - 30 additional properties permitted for rebuild (Phase 3B)
 - 15 with construction activity (foundation not yet poured)
 - 15 not yet mobilized for construction



Updated January 26, 2026

LOOKING AHEAD: WHAT'S NEXT?

- Environmental monitoring and testing ongoing to ensure safety
- Maintain community engagement and communication campaigns
- Strengthen industry coordination for efficiency and knowledge transfer
- Apply lessons from 2025 to accelerate recovery and improve resilience



OUR PROGRESS TO DATE





AGENDA ITEM 7.2

DIRECTOR'S REPORT

Christine Nadon,

Director of Protective & Legislative Services

February 2026

Major Projects

- The Fire Department is reviewing and renegotiating the Memorandum of Understanding with the Jasper Volunteer Fire Brigade, improving the clarity of the document and strengthening a long standing and mutually beneficial relationship for both organizations.
- The Fire Department is also renegotiating the Emergency Services Agreement for the services provided within Jasper National Park. From service levels to fiscal compensation, this contract covers highway rescues on Parks Canada controlled roadways as well as additional services such as hazardous materials response and structural fire prevention and suppression activities.
- The Fire Department is implementing a new alerting and records management system called First Due. The software will consolidate several other current software subscriptions into one; improve the alerting and response interface for firefighters; tap into more current Geographical Information Systems (GIS) technology; and overall improve the availability and accuracy of information for firefighters while responding to emergency calls.
- The Bylaw Enforcement Service's application to the Alberta Solicitor General has been approved to allow qualified Peace Officers employed by the Municipality of Jasper to enforce provincial moving traffic violations. The implementation of these new authorities will be phased in over the next few months, leading up to the busier spring and summer period. This transition will include a period of highly visible, compliance focused activities as outlined in the approved Traffic Safety Plan as well as proactive public communications to inform Jasperites of this change in service level.
- Following a Request for Proposals process, the contract for the Council Chambers AV project was awarded in late 2025. The installation of a new, up to date system including wireless microphones, three fixed cameras and automated switching and controls, will improve the streaming performance and simplify Council chambers set up and take down significantly. The project is expected to be completed on budget by the end of this month.
- The psychological health of our staff and volunteers continues to be a priority as circumstances change and new challenges emerge. Our commitment to act as leaders in this area remains steadfast.

Staffing

- The Bylaw Enforcement Service will be posting an employment opportunity to fill an existing FTE for a Peace Officer within the department. Job descriptions have been updated to include moving traffic violations authority in hopes to recruit a qualified, experienced candidate to support the launch of this new service area this spring.

Service Trends

- Construction coordination and compliance and enforcement activities continue to keep the Bylaw team and the Director of Protective Services fully engaged with the Jasper Recovery Coordination Centre; the Urban Design and Standards department; and relevant Jasper National Park staff to handle the planned increase in rebuild activities this spring, and respond to infractions, complaints and calls for service across the rebuild zone. Our team has developed strong relationships with our internal and external partners, in addition to gaining experience in areas of compliance and enforcement which were previously of less prominence for our team.

Communications & Engagement

- Upcoming departmental communications, in addition to those already outlined in this report, will include annual wildfire prevention and preparedness initiatives and messaging as we approach the 2026 hazard season.

AGENDA ITEM 7.4

REQUEST FOR DECISION

Subject: Regular Council Meeting Schedule
From: Bill Given, Chief Administrative Officer
Prepared by: Emma Acorn, Legislative Services Coordinator
Date: February 3, 2026



Recommendation:

- That Council adjust the start time of the February 17, 2026 Regular Council meeting from 1:30pm to 9:30am.

Alternatives:

- Cancel the February 17, 2026 Regular Council meeting.
- Make no changes to the meeting schedule.

Background:

The newly elected Council's first Strategic Planning Session with the Chief Administrative Officer and the Senior Leadership Team is scheduled for February 17 to 20, 2026 in Banff. In order to save time and facilitate travel, Administration is recommending the February 17 regular meeting time be adjusted to have an earlier start time to allow Council and staff to travel that afternoon.

Section 16 of the Procedure Bylaw states Council may, at a regular meeting, resolve that the date, time or location of a subsequent meeting be other than as resolved at the organizational meeting. Section 18 addresses giving notice of meetings to the public. Notice of regular meetings of Council is deemed to be given by publication of the agenda together with supporting documentation on the municipal website by 4:00 p.m. on the Friday before a regular meeting.

Section 19.1 of the Procedure Bylaw states a regular meeting may be cancelled:

- 19.1.1 by a majority of Council members at a previously held meeting; or
- 19.1.2 with the written consent of a majority of Council members, provided twenty-four (24) hours' notice is provided to Council members and the public; or
- 19.1.3 with the written consent of two-thirds (five) of the Council members if twenty-four (24) hours' notice is not provided to the public.

Relevant Legislation:

[Procedure Bylaw #190](#)

Strategic Relevance:

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.