

Municipality of Jasper  
**Committee of the Whole Meeting Minutes**  
 Tuesday, March 10, 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 Danny Frechette, Councillors Kathleen Waxer, Ralph Melnyk, Kable Kongsrud, Wendy Hall, and Laurie Rodger		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Courtney Donaldson, Director of Operations & Utilities Natasha Malenchak, Director of Finance & Administration Christine Nadon, Director of Protective & Legislative Services Michael Fark, Director of Recovery Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 13 observers		
Call to Order	Deputy Mayor Frechette called the March 10, 2026 Committee of the Whole meeting to order at 9:41am due to technical difficulties.		
Additions/ deletions to the agenda #93/26	MOTION by Mayor Ireland that Committee amend the agenda for the March 10, 2026 Committee of the Whole meeting by adding the following item: <ul style="list-style-type: none"> <li>• 11.2 Board Appointments, ATIA s. 22(1), 29(1)(a)</li> <li>• 11.3 Strategic Priorities Legal matter, ATIA s. 26(1)</li> </ul>		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Approval of agenda #94/26	MOTION by Councillor Waxer that Committee approve the agenda for the March 10, 2026 Committee of the Whole meeting as amended: <ul style="list-style-type: none"> <li>• Add In-camera 11.2 Appointments to Boards and Committees</li> <li>• Add In-camera 11.3 Strategic Priorities Legal matter</li> </ul>		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from minutes	none		
Delegations	none		
Correspondence	none		

Jasper Wildfire Insurance Statutory	Committee received an information report regarding insurance for the 2024 Jasper Wildfire Complex from Administration with Director of Recovery Michael Fark reviewing the material and CAO Bill Given assisting with Committee questions.		
#95/25	MOTION by Councillor Kongsrud that Committee receive this report for information; and  That Committee direct Council to continue its advocacy efforts.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Capital Budget Carry Forward to 2026	Natasha Malenchak, Director of Finance & Administration, presented the Capital Budget Carry Forward to 2026 list to Committee.		
#96/26	MOTION by Mayor Ireland that Committee recommend Council approve the carry forward capital list of incomplete 2025 projects to the 2026 Capital Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Wastewater Treatment Plant Primary Clarifier Repair RFP Award	Director of Operations & Utilities Courtney Donaldson reviewed the scoring and evaluation process used by Administration in reaching a recommendation.		
#97/26	MOTION by Councillor Hall that Committee recommend Council award the Request for Proposal for the Wastewater Treatment Plant Primary Clarifier Rake Arm Replacement, for an amount not to exceed \$717,000, to Ovivo Water Inc., as the highest evaluated proponent.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Recess	Deputy Mayor Frechette called a recess from 10:49am to 10:58am.		
Parking Authority Bylaw Update	Ms. Donaldson reviewed a draft bylaw and key changes from the current parking authority bylaw for Committee's consideration.		
#98/26	MOTION by Mayor Ireland that Committee recommend Council give first and second readings to the updated Parking Authority Bylaw 2026 at the next regular meeting.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Memorial Bench & Tree Program	Committee received a draft Memorial Bench & Tree Program from Administration. Ms. Donaldson reviewed the past history of memorial benches in the townsite and considerations for maintenance and moving forward.		
#99/26	MOTION by Councillor Rodger that Committee recommend Council approve the Memorial Bench & Tree Program as presented.		

	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
2027 Paid Parking Program #100/26	Councillor Hall requested this item be added to agenda for discussion.		
	MOTION by Councillor Hall that Committee direct Administration to explore the feasibility of a year-round visitor paid parking program; including potential winter operating models, and to engage with the community and report back at a future Committee of the Whole meeting.		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
#101/26	MOTION by Councillor Hall that Committee direct Administration to return to a future Committee of the Whole meeting with a draft visitor paid parking revenue policy.		
	FOR 6 Councillors	AGAINST 1 Councillor (Melnik)	CARRIED
Motion Action List #102/26	Administration reviewed the Motion Action List.		
	MOTION by Councillor Hall that Committee approve the updated Motion Action List with the removal of the following items:		
	<ul style="list-style-type: none"> <li>• Insurance Statutory Deadline</li> </ul>		
	And date changes for the following items:		
	<ul style="list-style-type: none"> <li>• Recovery Advisory Committee Terms of Reference</li> </ul>		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Councillor upcoming meetings	Councillor Hall will be participating in 3 days of online training in support of her appointment to the Regional Assessment Review Board.		
	Councillor Hall hopes to attend a Transit workshop with the rest of Council next Tuesday morning before the Regular Council meeting.		
	Councillor Waxer will be attending a meeting of the Family and Community Support Services of Alberta meeting this Friday.		
	Councillor Frechette will be participating in a zoom meeting with Community Futures West Yellowhead this evening.		
Upcoming Events	Council reviewed a list of upcoming events.		
Move In-camera	MOTION by Mayor Ireland to move in-camera at 11:59am to discuss agenda items:		

#103/26

- 11.1 Mayor's Recognition Awards ATIA s. 19(1)(b), 22(1)
- 11.2 Board Appointments, ATIA s. 22(1), 29(1)(a)
- 11.3 Strategic Priorities Legal matter, ATIA s. 26(1)

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

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

Move out of camera

MOTION by Mayor Ireland to move out of camera at 1:22pm.

#104/26

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mayor's Recognition Awards  
#105/26

MOTION by Councillor Hall that Committee direct Administration to update the criteria for the Mayor's Awards to include a dedicated Youth category intended to acknowledge outstanding contributions, achievements, or leadership demonstrated by youth in the community.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Board Appointments  
#106/26

MOTION by Councillor Kongsrud that Committee direct Administration to bring forward a recommendation to fill the final vacancy on the Jasper Municipal Housing Corporation Board at the next regular meeting.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Adjournment  
#107/26

MOTION by Councillor Melnyk that, there being no further business, the Committee of the Whole meeting of March 10, 2026 be adjourned at 1:25pm.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED





