

Municipality of Jasper
Regular Council Meeting Minutes
 Tuesday, March 3, 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	Deputy Mayor Danny Frechette, Councillors Kathleen Waxer, Ralph Melnyk, Kable Kongsrud, Laurie Rodger, and Wendy Hall.		
Absent	Mayor Richard Ireland		
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Natasha Malenchak, Director of Finance & Administration Christopher Read, Director of Community Development Michael Fark, Director of Recovery Courtney Donaldson, Director of Operations & Utilities Christine Nadon, Director of Protective & Legislative Services Leanne Pelletier, Housing Manager Emma Acorn, Legislative Services Coordinator Yvonne Barker & Salina Fairbank, West Central Airshed Society David Argument, Resource Conservation Manager, Parks Canada Amy Cairns, Director of Recovery, Parks Canada Bob Covey, The Jasper Local 14 observers		
Call to order	Deputy Mayor Frechette called the March 3, 2026 Regular Council meeting to order at 1:30pm.		
Additions or deletions to agenda	none		
Approval of agenda #79/26	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the agenda for the March 3, 2026 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #80/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the minutes of the February 17, 2026 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Committee of the Whole minutes #81/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council approve the minutes of the February 24, 2026 Committee of the Whole meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from minutes	none		
Delegations	Council received a presentation from West Central Airshed Society Engagement Coordinators Yvonne Barker and Salina Fairbank.		
#82/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the presentation for information.		
	FOR	AGAINST	

	6 Councillors	0 Councillors	CARRIED
#83/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council direct Administration to work with the West Central Airshed Society to promote their upcoming event in Jasper.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#84/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council direct Administration to work with the West Central Airshed Society to investigate creative funding solutions and bring back information to a future meeting.		
	FOR 2 Councillors (Waxer, Kongsrud)	AGAINST 4 Councillors	DEFEATED
Correspondence	none		
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre progress update from the Municipality of Jasper’s Director of Recovery Michael Fark, Jasper National Park Resource Conservation Manager David Argument and Director of Recovery for Parks Canada Amy Cairns. Highlights include a summary of key recovery activities; details on insurance issues; as well as a deeper dive into Jasper National Park recovery.		
#85/26	MOTION by Councillor Hall – BE IT RESOLVED that Council receive the Jasper Recovery Coordination Centre progress update for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Deputy Mayor Frechette called a recess from 3:20pm to 3:30pm.		
Director’s Report – Community Development	Council received a department update from Christopher Read, Director of Community Development. The report provided information on Wildflowers Childcare; Out of School Care; the Jasper Activity Centre; Arena; Fitness and Aquatic Centre; Outreach; Settlement; and more.		
#86/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council receive the report for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Utilities Emergency Capital Funding Request #87/26	MOTION by Councillor Rodger – BE IT RESOLVED that Council approve the allocation of \$1,230,000 from the Utility Capital Reserve for the emergency replacement of Water Supply Pump 1 and the Wastewater Treatment Plant Primary Clarifier rake arms.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
2026 Paid Parking #88/26	MOTION by Councillor Waxer – BE IT RESOLVED that Council increase 2026 paid parking rates to: <ul style="list-style-type: none"> • \$7/hour on street • \$7/hour off street; and • \$28 full day off street. 		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		

Councillor Reports Mayor Ireland, Councillor Frechette, Councillor Waxer, and Councillor Kongsrud were in attendance for the fourth annual staff Impact Awards. Former Mayor of Edmonton Don Iverson spoke at the event.

Councillors Hall, Waxer, and Rodger participated in a Recovery Advisory Committee meeting Monday.

Last Monday Councillor Hall participated in a zoom meeting facilitated by FCM with the Prairies chapter of the Climate Caucus.

Councillor Frechette was in Edson on February 26th for a Community Futures West Yellowhead meeting. He also attended the Pathfinders celebration last week.

Councillor Melnyk participated in an Alberta Municipalities webinar on February 27th regarding the recently released provincial budget.

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

Move In-camera #89/26 MOTION by Councillor Waxer to move in-camera at 4:22pm to discuss agenda items:

- 10.1 Board Appointments ATIA s. 22(1), 29(1)(a)

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

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

Move out of camera #90/26 MOTION by Councillor Waxer to move out of camera at 4:36pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Board Appointments #91/26 MOTION by Councillor Hall – BE IT RESOLVED that Council, representing the Municipality of Jasper as sole Jasper Municipal Housing Corporation (JMHC) Shareholder, appoint the following individuals, to the JMHC Board of Directors:

- For a 1-year term (March 2026 to March 2027): Virginilla Cerezo, Marlissa Moro
- For a 2-year term (March 2026 to March 2028): Scott Wilson, Serge Martin

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Adjournment #92/26 MOTION by Councillor Waxer – BE IT RESOLVED that, there being no further business, the Regular Council meeting of March 3, 2026 be adjourned at 4:41pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Mayor

Chief Administrative Officer

ATTACHMENT to MARCH 3, 2026 Regular Council Meeting Minutes

REQUEST FOR DECISION

Subject: Jasper Municipal Housing Corporation Director Selection
From: Bill Given, Chief Administrative Officer
Prepared by: Leanne Pelletier, Municipal Housing Manager
Reviewed by: Bill Given, Chief Administrative Officer
Date: March 3, 2026



Recommendation:

That Council, representing the Municipality of Jasper as sole Jasper Municipal Housing Corporation (JMHC) Shareholder, appoint the following individuals, to the JMHC Board of Directors:

- For a 1-year term (March 2026 to March 2027): _____ and _____
- For a 2-year term (March 2026 to March 2028): _____ and _____

Alternatives:

That Council direct administration to readvertise and see additional applications.

Background:

The Jasper Municipal Housing Corporation as a Municipally Controlled Corporation, is a legally separate entity, to be governed by an appointed Board of Directors and formalized through a Unanimous Shareholders Agreement and Articles of Incorporation. Board member selection and appointment is necessary under the MGA, Business Corporations Act and Unanimous Shareholders Agreement (USA).

Under Council Policy B-123 (Jasper Municipal Housing Corporation Shareholder policy) the municipality's actions as a shareholder must be documented via formal motion at a regular council meeting.

- *All actions of the Municipality as a shareholder of the Corporation require a resolution of Council, passed at Regular or Special Meeting of Council.*

Article 2 of the Jasper Municipal Housing Corporation USA states the following with regard to Appointment of Directors:

- *The Board shall consist of an odd number of Directors, of up to seven (7) Directors at the discretion of the MOJ, all of which are appointed by the MOJ, from time to time. The MOJ has the sole and unfettered right to elect, appoint or remove any Director, from time to time.*

Two Director positions are assigned to Municipal Councillors, to ensure the municipally controlled corporation will at all times continue to be in alignment with the municipality's interests and community needs.

In **2023**, Council approved the JMHC Board Skills Matrix as a tool to assist in evaluating and ranking JMHC Public at Large Director applications.

In **February 2024**, the first JMHC Board of Directors were appointed by Council for the term February 20, 2024, to March 1, 2026.

Discussion:

The Municipality of Jasper, as sole JMHC Shareholder, holds the responsibility for operationalizing the MCC and ensuring the completion of all necessary corporate actions, including the crucial task of selecting and appointing Directors. After Council appointments, five (5) open Director positions exist on the JMHC Board.

As the term appointments of current JMHC Public at Large Directors are coming to an end, administration issued a call for submissions for JMHC Director positions in January of 2026. JMHC Board Director positions were advertised on numerous platforms from January 12, 2026, to January 26th, 2026 including the local newspaper, municipal website and municipal social media posts.

Eight applications for the five open Director positions were received. Applications have been evaluated and scored by administration using the JMHC Board Skills Matrix. The Skills Matrix is a Council approved tool developed to assist with evaluating and ranking Board applications. This tool ensures that the collective expertise of the Board covers all required areas and identifies potential gaps, guiding the recruitment process.

Administration has reviewed and evaluated the JMHC Director submissions and individuals were assigned a level of experience/knowledge for each category, including None, Low, Medium, and High. Levels were assigned points; 0, 1, 2 and 4 respectively, and an individual score was calculated.

High ranking individuals were then considered in relation to the Board's over all composition, ensuring that the Board, as a collective entity, has expertise and experience in all required areas by ensuring individual Directors have complimentary skills.

Strategic Relevance:

- Build our internal capacity to advance our housing priorities.
- Facilitate others in developing diverse housing options.
- Welcome the expertise, innovation, creativity and commitment of community members, groups, associations and businesses.

Inclusion Considerations:

The Skills Matrix enables a more objective evaluation of candidates. By clearly defining the desired skills and competencies, it helps reduce the influence of unconscious bias that can hinder diverse candidates' selection.

Relevant Legislation:

- Business Corporations Act
- Jasper Policy B-123 (JMHC Shareholder)

Financial:

The recommendation does not have financial implications and no additional resources are needed.

Attachments:

- None