Municipality of Jasper

Committee of the Whole Meeting Minutes

Tuesday, November 10, 2026 | 9:30am

Jasper Library & Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library & 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 Ralph Melnyk, Councillors Wendy Hall, Kable Kongsrud, Danny Frechette, Kathleen Waxer, and Laurie Rodger
Absent	none
Also present	Bill Given, Chief Administrative Officer Courtney Donaldson, Director of Operations & Utilities Lisa Riddell, Acting Director of Community Development Twyla Hale, Human Resources Manager Lisa Daniel, Executive Advisor Emma Acorn, Legislative Services Coordinator Thomas Ziegler, Associated Engineering 8 observers
Call to Order	Deputy Mayor Melnyk called the November 10, 2026 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement.
Additions/ deletions to the agenda	Mayor Ireland requested to change item 10.2 to 11.1 as there is no motion expected to come out of the in-camera.
Approval of agenda #484/26	MOTION by Councillor Waxer that Committee approve the agenda for the November 10, 2026 Committee of the Whole meeting as amended: • Amend item 10.2 to be 11.1 FOR 7 Councillors — AGAINST 0 Councillor — CARRIED
Business arising from minutes	none
Delegations	none
Correspondence	none
Biosolids Management Plan	Committee received a presentation from Thomas Ziegler, Project Manager with Associated Engineering regarding options for a Biosolids Management Plan. Director of Operations & Utilities Courtnet Donaldson was also present to introduce Mr. Ziegler, provide background information, and assist with Committee questions.

Move In-camera
#485/26

MOTION by Councillor Waxer to move in-camera at 10:06am to discuss agenda items:

- 10.1 Human Resources Committee Report – ATIA s.22(2)

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Human Resources Manager Twyla Hale also attended the in-camera session.

Committee recessed the in-camera portion of the meeting and returned to asking questions of Mr. Ziegler and Ms. Donaldson at 10:45am.

Biosolids Management Plan continued
#486/26

MOTION by Councillor Waxer that Committee receive the Biosolids Management Study presentation for information; and

That Committee direct administration to develop Implementation Plans for three top rated biosolids management options and return to a future meeting.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Mayor Ireland made an additional motion recorded here as #488/26 which was discussed among the Committee.

#487/26

MOTION by Councillor Rodger that Mayor Ireland's motion be amended to reflect 50% weighting for cost.

FOR	AGAINST	
3 Councillors (Rodger, Kongsrud, Frechette)	4 Councillors	DEFEATED

#488/26

MOTION by Mayor Ireland that Committee direct administration to adjust the evaluation criteria to reflect a 40% weighting for cost and to split equally among the remaining criteria the additional 60% of weight.

FOR	AGAINST	
5 Councillors	2 Councillors (Rodger, Frechette)	CARRIED

Indigenous Relations Strategy

Acting Director of Community Development Lisa Riddell presented the Indigenous Relations Strategy for Committee's consideration.

#489/26

MOTION by Mayor Ireland that Committee direct administration to conduct public engagement on the Indigenous Relations Strategy as presented; and return to Committee with a report on feedback from the community.

FOR	AGAINST	
7 Councillors	0 Councillors	CARRIED

Council Human Resources Committee Terms of Reference	Committee received a draft updated terms of reference from the Human Resources Committee for their consideration. Councillor Waxer, Chair of the HR Committee, reviewed the document.
#490/26	MOTION by Mayor Ireland that the Human Resources Committee terms of reference be amended as follows: • Remove semicolon in article 1.1 • Amend 2.1 to read, "The HR Committee shall have a membership of three members including a chairperson all of whom shall be appointed at the Organizational meeting." • Remove article 2.2
	FOR 7 Councillors — AGAINST 0 Councillors — CARRIED
#491/26	MOTION by Councillor Waxer that Committee recommend Council approve the updated Terms of Reference for the Human Resources Committee as amended.
	FOR 7 Councillors — AGAINST 0 Councillors — CARRIED
Wildflowers Expansion – Construction Contract Award	Committee received a request for decision on the Wildflowers Expansion Construction Contract Award from administration with Ms. Donaldson reviewing the scoring results. Mr. Given also answered Committee questions regarding finances.
#492/26	MOTION by Councillor Hall that Committee recommend that Council award the construction contract for the Wildflowers Childcare Expansion to Johnston Builders Ltd for $1,655,925; and That Committee recommend that Council amend the approved capital project budget from $1,210,000 to $2,102,018 inclusive of a 10% contingency.
	FOR 7 Councillors — AGAINST 0 Councillors — CARRIED
	Councillor Kongsrud left the meeting at 12:05pm.
Recess	Deputy Mayor Melnyk called a recess from 12:05pm to 1:00pm.
Green Burial Report	Committee received a report on the potential for green burials at the Jasper Municipal Cemetery. Ms. Donaldson shared information on cemetery expansion plans and legislation.
#493/26	MOTION by Councillor Frechette that Committee receive the report for information.
	FOR 6 Councillors — AGAINST 0 Councillors — CARRIED

Municipal Staff Housing	Executive Advisor Lisa Daniel presented a request for decision to Committee regarding municipal staff housing. Ms. Daniel reviewed current holdings, financial considerations, and relevant legislation. CAO Bill Given also answered Committee questions.
#494/26	MOTION by Councillor Rodger that Committee recommend Council approve, in principle, the construction of a Municipal Employee Housing duplex with two legal basement suites at 1249/1251 Cabin Creek Drive; and That Committee refer the Cabin Creek Municipal Employee Housing project to the 2027 budget discussions.
	FOR 6 Councillors — AGAINST 0 Councillors — CARRIED
Motion Action List	Administration reviewed the Motion Action List.
#495/26	MOTION by Councillor Waxer that Committee approve the updated Motion Action List with the removal of the following items: • Jasper Municipal Leasehold Assets Society Transfer of Assets • Indigenous Relations Strategy • Green Burial Report And date changes for: • Tax Policy – Principles & Engagement Approach • Economic Development Advisory Committee Terms of Reference
	FOR 6 Councillors — AGAINST 0 Councillors — CARRIED
Councillor upcoming meetings	Councillors Hall & Frechette will be in attendance for a Legislative Committee meeting on November 17th. Councillor Waxer will be attending a meeting for the Rural Renewal Stream Committee meeting this Thursday. Councillor Halll has a meeting of the Assessment Review Board on Thursday. Mayor Ireland reminded everyone about the Remembrance Day events scheduled at the Jasper Activity Centre tomorrow. Councillor Rodger plans to attend NETMA on November 18th at the Jasper Brewing Company. Councillor Melnyk will be finishing a Community Futures West Yellowhead leadership institute course this evening, as well as attending a board meeting and strategic planning session in Edson on November 26th.

	Councillor Melnyk hopes to participate in a National Climate Caucus meeting this Friday and a Prairies Chapter of the Climate Caucus Zoom call on Monday.		
Upcoming Events	Council reviewed a list of upcoming events.		
Move In-camera	Committee returned to the in-camera portion of the meeting at 1:42pm		
	Mr. Given and Ms. Acorn also attended the in-camera session.		
Move out of camera	MOTION by Councillor Hall to move out of camera at 3:01pm.		
#496/26	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Adjournment #497/26	MOTION by Mayor Ireland that, there being no further business, the Committee of the Whole meeting of November 10, 2026 be adjourned at 3:02pm.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED