

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, July 14, 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 Laurie Rodger, Councillors Wendy Hall, Ralph Melnyk, Danny Frechette, Kathleen Waxer, and Kable Kongsrud		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Christopher Read, Director of Community Development Doug Olthof, Director of Recovery Natasha Malenchak, Director of Finance & Administration Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 8 observers		
Call to Order	Deputy Mayor Rodger called the July 14, 2026 Committee of the Whole meeting to order at 9:30am and reminded all that the statutory 2-year insurance deadline for claims from the 2024 wildfire is next week.		
Additions/deletions to the agenda	Councillor Kongsrud requested that Committee add a discussion about residential parking to the agenda.		
Approval of agenda #315/26	MOTION by Councillor Frechette that Committee approve the agenda for the July 14, 2026 Committee of the Whole meeting as amended: • Add 7.7 Residential Parking		
	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Business arising from minutes	Mayor Ireland shared that he has not yet written to the Minister of Public Safety and Emergency Services as captured in the minutes, but will be shortly.		
Delegations	none		
Correspondence	none		
Jasper Cenotaph Update	Committee received a report from Administration regarding the Jasper Cenotaph and work ongoing with the Royal Canadian Legion Branch #31. Director of Community Development Christopher Read reviewed the report and shared progress made since the topic was first raised at budget discussions.		

#316/26 MOTION by Councillor Waxer that Committee receive the report for information, and direct Administration to continue to support the Legion with the Jasper Cenotaph Project.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Unsolicited
Donations Policy Committee received a draft policy for considerations regarding unsolicited donations made to the Municipality of Jasper. Natasha Malenchak, Director of Finance & Administration, reviewed the draft policy and topic which was previously discussed at the March 24, 2026 Committee of the Whole meeting.

#317/26 MOTION by Mayor Ireland that Committee recommend Council approve the Unsolicited Donations Policy with the following amendment:

- Amend definition of unsolicited donations to read, “Unsolicited Financial Donation” means money voluntarily given to the Municipality without having been identified by the donor with a fundraising campaign, sponsorship program, grant application, or other formal solicitation process.”

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Audit Services RFP
Award Committee received a request for decision regarding audit services. Ms. Malenchak reviewed the contents of the RFP, scoring methods, and recommendations.

#318/26 MOTION by Councillor Melnyk that Committee recommend Council approve the award of the 5-year Audit Services agreement to MNP for the term of August 1, 2026 to July 31, 2031.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Yellowhead
Regional Library
Municipal Levy
Increase CAO Bill Given reviewed a request for decision regarding a Yellowhead Regional Library Municipal Levy Increase and options available to Council.

#319/26 MOTION by Mayor Ireland that Committee recommend Council approve the proposed increase to the Yellowhead Regional Library municipal levy and conduct a special Council meeting before the summer break to formalize the approval.

FOR	AGAINST	
7 Councillors	0 Councillor	CARRIED

Section 194(4) of the Municipal Government Act (MGA), RSA 2000, Chapter M-26 provides: (4) A special council meeting may be held with less than 24 hours’ notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

The Mayor received written agreement; which is attached to the minutes of the Special meeting, from all seven members of Council to conduct a Special meeting for the purpose of passing a resolution regarding the Yellowhead Regional Library municipal levy increase.

Recess

Deputy Mayor Rodger called a recess from 10:13am to 10:23pm to conduct a Special Council meeting in regards to the Yellowhead Regional Library item.

Jasper Recovery
Coordination
Centre Year 2
Progress Report
#322/26

Committee received a revised Jasper Recovery Coordination Centre Year 2 Progress Report after having received a first draft at the June 23, 2026 Committee meeting. Director of Recovery Doug Olthof reviewed updates made to the first draft.

MOTION by Councillor Waxer that Committee receive the Jasper Recovery Coordination Centre Year 2 Progress Report for information.

FOR

AGAINST

7 Councillors

0 Councillor

CARRIED

Jasper Municipal
Housing
Corporation -
Annual Written
Shareholder
Resolution
#323/26

Committee received documents from the Jasper Municipal Housing Corporation (JMHC) Board. The JMHC Board passed its annual director resolutions at the June 25, 2026 JMHC Board Meeting. At the July 9, 2026 JMHC Annual Shareholder Meeting the Corporation provided a review of the proposed Annual Written Shareholder Resolution, the 2025 Audited Financial Statements and the JMHC 2025 Annual Report.

MOTION by Mayor Ireland that Committee recommend Council authorize the Jasper Municipal Housing Corporation Annual Written Shareholder Resolution as presented; and

That Committee recommend Council receive the Jasper Municipal Housing Corporation 2025 Annual Report and Audited Financial Statements for information.

FOR

AGAINST

7 Councillors

0 Councillor

CARRIED

Residential
Parking

Committee discussed the item on residential parking which Councillor Kongsrud had requested to add to the agenda.

#324/26

MOTION by Mayor Ireland that Committee direct Administration to circulate to all Councillors any information regarding residential parking which was made available to previous Council; and

That Committee direct Administration to provide an update regarding future residential parking plans at a future Committee of the Whole meeting.

FOR

AGAINST

7 Councillors

0 Councillor

CARRIED

Motion Action List

Administration reviewed the Motion Action List.

#325/26

MOTION by Councillor Waxer that Committee approve the updated Motion Action List with the removal of the following items:

- Royal Canadian Legion Branch #31
- Unsolicited Donations
- Jasper Recovery Coordination Centre Year 2 Progress Report

And date changes for:

- Recovery Advisory Committee Terms of Reference
- Indigenous Relations Framework

FOR

7 Councillors

AGAINST

0 Councillors

CARRIED

Councillor
upcoming
meetings

Councillor Frechette will be meeting with the Communities in Bloom Committee this Friday.

Councillor Melnyk will be at a Jasper Partnership Initiative meeting on July 29th.

Councillors Waxer and Melnyk plan to attend the event from 2pm-6pm at Commemoration Park, July 22nd to recognize two years since the 2024 Jasper wildfire.

Mayor Ireland and Councillor Waxer will be at a media event for the Jasper Food Bank on the afternoon of July 29th.

Mayor Ireland reminded all that it is the 25-year anniversary of the Municipality of Jasper incorporation on July 20, 2026.

Upcoming Events

Council reviewed a list of upcoming events.

Adjournment
#326/26

MOTION by Councillor Frechette that, there being no further business, the Committee of the Whole meeting of July 14, 2026 be adjourned at 11:24am.

FOR

7 Councillors

AGAINST

0 Councillors

CARRIED