

Municipality of Jasper  
**Committee of the Whole Meeting Agenda**  
December 9, 2025 | 9:30 am  
Jasper Library & Cultural Centre – Quorum Room

**Notice:** Council members and a limited number of staff are in Council chambers for meetings. 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 9:30 am, use the following Zoom link:  
<https://us02web.zoom.us/j/87657457538>

**1. Call to order** Deputy Mayor Melnyk to chair meeting

**2. Additions to agenda**

**3. Approval of agenda**

3.1 December 9, 2025 Committee of the Whole agenda attachment

**4. November 25 & 26, 2025 Budget Presentation meeting minutes** attachment

4.1 Business arising from minutes

**5. Delegations**

5.1 Jasper Park Chamber of Commerce verbal

**6. Correspondence**

6.1 Anglican & United Churches - Anna Bubel, Another Way Consulting attachment

**7. New business**

7.1 Provincial Electoral Boundaries Commission – Mayor Ireland verbal

7.2 2025 Community Conversations Annual Report attachment

7.3 Jasper Municipal Housing Corporation – Vacant & Expiring Director Appointments attachment

7.4 Jasper Skatepark Sponsorship and Naming attachment

7.5 DRAFT 2026-2028 Municipal Budget [link](#)

**8. Motion Action List** attachment

**9. Councillor upcoming meetings**

[9.1 Council appointments to boards and committees](#)

**10. Upcoming events**

Community Holiday Party – 5:30pm start, Friday, December 12th, Jasper Activity Centre

Holiday Break – December 23rd & December 30th

Regular Council meeting – 1:30pm, Tuesday, January 6th

**11. Adjournment**

*All regular and committee meetings of Council are video-recorded and archived on YouTube.*

AGENDA ITEM 4.1

Municipality of Jasper  
Budget Presentation Meeting Minutes

Tuesday & Wednesday, November 25 & 26, 2025 | 9:30am  
Jasper Library & Cultural Centre and conducted virtually through Zoom

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 through in-person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Ralph Melnyk, Councillors Wendy Hall, Kable Kongsrud, Kathleen Waxer, Laurie Rodger, and Danny Frechette		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Natasha Malenchak, Director of Finance & Administration Michael Fark, Director of Recovery Beth Sanders, Director of Urban Design & Standards Christine Nadon, Director of Protective & Legislative Services Christopher Read, Director of Community Development Courtney Donaldson, Director of Operations & Utilities Emily Dawson, Finance Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 15 observers		
Call to Order	Mayor Ireland called the meeting to order at 9:03am.		
Additions or deletions to agenda	none		
Approval of agenda #501/25	MOTION by Councillor Hall – BE IT RESOLVED that Council approve the agenda for the Budget Presentations meeting of November 25, 2025 as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Deputy Mayor Ralph Melnyk joined the meeting at 9:05am.		
Process Overview	CAO Bill Given presented an overview of the agenda and discussed the factors impacting the 2026 municipal budget.		
Budget 2026-2028 Discussion	Committee received the 2026-2028 budget presentation from Administration and was given an opportunity to ask clarifying questions. The budget package can be found in the November 25, 2025 agenda package on the municipal website.		
Recess	Mayor Ireland called for a recess from 10:08am to 10:17am.		

Budget 2026-2028 Discussion continued	The presentation resumed with Director of Finance & Administration Natasha Malenchak reviewing the Finance & Administration section of the budget. Mr. Given also reviewed the expenses related to the CAO Office.		
#502/25	MOTION by Councillor Hall that Committee accept the Finance & Administration Operating Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#503/25	MOTION by Councillor Waxer that Committee accept the Finance & Administration Capital Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 11:15am to 11:21am.		
Budget 2026-2028 Discussion continued	The presentation resumed and Director of Recovery Michael Fark reviewed the Jasper Recovery Coordination Centre section of the budget.		
#504/25	MOTION by Councillor Melnyk that Committee accept the Recovery Operating Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Budget 2026-2028 Discussion continued	The presentation resumed and Director of Urban Design & Standards Beth Sanders reviewed the next section of the budget.		
#505/25	MOTION by Councillor Waxer that Committee accept the Urban Design & Standards Operating Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#506/25	MOTION by Councillor Frechette that Committee accept the Urban Design & Standards Capital Budget as presented.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	Councillor Rodger left the meeting at 12:12pm.		
Recess	Mayor Ireland called a recess from 12:13pm to 1:31pm.		

Budget 2026-2028 Discussion continued	The presentation resumed and Director of Protective & Legislative Services Christine Nadon reviewed the next section of the budget.		
Meeting Extension #507/25	MOTION by Councillor Melnyk at 1:51pm that the November 25, 2025 Budget Presentation meeting be extended beyond four hours.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Budget 2026-2028 Discussion continued #508/25	MOTION by Councillor Hall that Committee direct Administration to amend the 2026 Protective & Legislative Services Operating Budget by increasing the revenue amount for visitor paid parking to 1.8 million dollars.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#509/25	MOTION by Councillor Waxer that Committee accept the Protective & Legislative Services Operating Budget as amended.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Mayor Ireland relinquished the Chair to Deputy Mayor Melnyk in order to make the following motion.		
#510/25	MOTION by Mayor Ireland that Committee direct Administration to amend the Protective & Legislative Services Capital Budget by deleting the allocation to the Firesmart residential incentive program.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Deputy Mayor Melnyk returned the Chair to Mayor Ireland.		
#511/25	MOTION by Councillor Hall that Committee accept the Protective & Legislative Services Capital Budget as amended.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 3:09pm to 3:20pm.		
Budget 2026-2028 Discussion continued	The presentation resumed and Director of Community Development Christopher Read reviewed the next section of the budget.		

#512/25	MOTION by Councillor Frechette that Committee accept the Community Development Operating Budget as presented.			
	FOR	AGAINST		
	6 Councillors	0 Councillors		CARRIED
#513/25	MOTION by Councillor Frechette that Committee accept the Community Development Capital Budget as presented.			
	FOR	AGAINST		
	6 Councillors	0 Councillors		CARRIED
Recess	Mayor Ireland called a recess from 4:34pm on November 25, 2025 to 9:00am on November 26, 2025.			
Budget 2026-2028 Discussion continued	The presentation resumed and Director of Operations & Utilities Courtney Donaldson proceeded with the Operations Budget. CAO Bill Given also reviewed information related to the transit system.			
	Councillor Rodger rejoined the meeting at 9:38am.			
Budget 2026-2028 Discussion continued	MOTION by Councillor Waxer that Committee accept the Operations Operating Budget as presented, with an additional \$10,000 for Cenotaph maintenance.			
#514/25	FOR	AGAINST		
	7 Councillors	0 Councillors		CARRIED
#515/25	MOTION by Councillor Hall that Committee accept the Operations Capital Budget as presented.			
	FOR	AGAINST		
	7 Councillors	0 Councillors		CARRIED
Recess	Mayor Ireland called a recess from 10:42am to 10:51am.			
Budget 2026-2028 Discussion continued	The presentation resumed and Ms. Donaldson proceeded with the Utilities Budget.			
#516/25	MOTION by Councillor Melnyk that Committee accept the Utilities Operating Budget as presented.			
	FOR	AGAINST		
	7 Councillors	0 Councillors		CARRIED
#517/25	MOTION by Councillor Frechette that Committee accept the Utilities Capital Budget as presented.			
	FOR	AGAINST		
	7 Councillors	0 Councillors		CARRIED

Recess	Mayor Ireland called a recess from 11:41pm to 11:45pm.		
Budget 2026-2028 Discussion continued	The presentation resumed and Ms. Malenchak and Mr. Given reviewed the Reserves & Debt section of the budget.		
Recess	Mayor Ireland called a recess from 12:33pm to 1:32pm.		
Budget 2026-2028 Discussion continued	The presentation resumed and Ms. Malenchak and Mr. Given continued reviewing the Reserves & Debt section of the budget.		
#518/25	MOTION by Councillor Melnyk that Committee accept the 2026 use of Reserves as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#519/25	MOTION by Councillor Waxer that Committee receive the revised 2026 debt projections for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Budget 2026-2028 Discussion continued	Administration reviewed information on Community Group Requests which were presented at the November 18, 2025 Committee of the Whole meeting.		
#520/25	MOTION by Councillor Hall that Committee amend the budget to increase funding for the Jasper Municipal Library by \$5,329 to a total of \$218,485 in funding for 2026.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Mayor Ireland relinquished the Chair to Deputy Mayor Melnyk in order to make the following motion.		
#521/25	MOTION by Mayor Ireland that Committee amend the budget to include: <ul style="list-style-type: none"> <li>• \$40,000 in funding for the Jasper-Yellowhead Museum &amp; Archives for 2026;</li> <li>• \$10,000 plus rent relief in funding for the Habitat for the Arts for 2026;</li> <li>• the \$4,200 funding request to allow the lease to remain at \$950.00 (plus GST) to June 30, 2026 for the Jasper Artists Guild for 2026;</li> <li>• \$10,000 in funding for the Evergreens Foundation (Seniors Bus) for 2026;</li> <li>• \$10,000 in funding for Community Futures West Yellowhead for 2026;</li> <li>• \$20,000 in funding for the Jasper Heritage Folk &amp; Blues Society for 2026; and</li> <li>• \$10,000 in funding for the Jasper Park Chamber of Commerce for 2026.</li> </ul>		
	FOR	AGAINST	

6 Councillors                      0 Councillors                      CARRIED

Mayor Ireland declared a conflict of interest and asked to excuse himself at 2:20pm for the next item on the agenda in relation to Section 10.2 of the Code of Conduct Bylaw. Mayor Ireland is a close family relation of one of the organizers of the festival.

#522/25                      MOTION by Councillor Hall that Committee amend the budget to include \$25,000 in funding for the UpLift! Mural Festival for 2026.

FOR	AGAINST	
4 Councillors	1 Councillor (Kongsrud)	CARRIED

Mayor Ireland returned to the meeting at 2:27pm. Deputy Mayor Melnyk returned the Chair to Mayor Ireland.

#523/25                      MOTION by Councillor Waxer that Committee direct Administration to amend the draft budget to add "Cenotaph Replacement Project" as an unfunded item in the amount of \$240,000 in the 2027 year.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Recess                      Mayor Ireland called a recess from 2:35pm to 2:54pm.

Budget 2026-2028 Discussion continued  
#524/25                      MOTION by Councillor Hall that Committee direct Administration to identify and implement \$236,000 in reductions; roughly two percent of the proposed operating budget, in whatever way they determine feasible without reducing Community Group funding and bring a revised budget back to our next Committee of the Whole meeting.

FOR	AGAINST	
3 Councillors	3 Councillors	DEFEATED
(Hall, Ireland, Kongsrud) (Frechette, Melnyk, Waxer)		

#525/25                      MOTION by Councillor Melnyk that Committee direct Administration to make available to the general public the updated draft 2026 budget document by December 5, 2025; and

That the 2026 -2028 Proposed Draft Budget be added to the December 16, 2025 Regular Council meeting agenda.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

#526/25                      MOTION by Councillor Waxer that Committee direct Administration to add 2026 Budget discussions to the December 9, 2025 Committee of the Whole meeting agenda.

FOR	AGAINST
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5 Councillors

1 Councillor  
(Melnyk)

CARRIED

Adjournment  
#527/25

MOTION by Councillor Waxer that, there being no further business, the November 25, 2025 Budget Presentation meeting be adjourned at 3:48pm on November 26, 2025.

FOR

6 Councillors

AGAINST

0 Councillors

CARRIED

## AGENDA ITEM 6.1



December 1 2025

Municipality of Jasper  
303 Pyramid Lake Road, Box 520,  
Jasper, AB T0E 1E0

### **Attention Mayor Ireland & Jasper Municipal Council**

My firm, [Another Way](#), has been retained by the Anglican Diocese of Edmonton and the United Church of Canada to work with two local congregations on the redevelopment of their properties. The churches faithfully served the community of Jasper, and welcomed visitors from around the world, for close to 100 years. Sadly, both the Anglican and United churches were lost in the fires of 2024.

Despite this devastating loss, the congregations hope to leave a legacy for future generations. Preliminary visioning sessions imagine rebuilding in a way that has room for all. Functions that the congregations envision being part of the site include a multi-faith worship space, multi-purpose community space, community offices, retail space, along with some form of affordable housing.

While the churches have land, and some equity to bring to the table, the congregations do not have the capacity or expertise to oversee a complex new building project. **Given that there may be common interest in a number of the same community-serving functions, the congregations would like to explore what types of partnerships might be possible between the Municipality and the churches to advance development on the sites.**

The Diocese of Edmonton and the United Church of Canada have contributed funds to the hiring of my firm and [SAS Architecture](#) to assist with the predevelopment stage. We would hope to work with municipal Administration to flesh out partnership options and possible roles and responsibilities going forward. We are eager to formally work together in the New Year.

Should you wish to discuss this further, please contact me at 780 231-7600 or [azbubel@telus.net](mailto:azbubel@telus.net)  
Thank you.

A handwritten signature in blue ink that reads 'Anna Bubel'. The signature is written in a cursive, flowing style.

## AGENDA ITEM 7.2

### REQUEST FOR DECISION

**Subject:** 2025 Community Conversations Annual Report

**From:** Bill Given, Chief Administrative Officer

**Prepared by:** Bree-Anna Gaboury, Project Coordinator  
Lisa Riddell, Community Development Manager

**Reviewed by:** Christopher Read, Director of Community Development

**Date:** December 9, 2025



#### Recommendation:

That Committee receive the Community Conversations Annual Report for information.

#### Alternatives:

That Committee direct Administration to bring forward additional information on any items of interest in the Community Conversations report to a future Committee meeting.

#### Background:

On September 21, 2021, Council approved the [Community Conversations Policy \(A-105\)](#) which outlines Council's commitment to meaningful resident engagement to ensure that municipal services and programs remain responsive to changing community needs. In February 2023, a revised Policy A-105 was adopted by Council, directing Administration to narrow the scope of conversations to focus on the life-stage focused conversations.

From January to December 2025, 26 life-stage focused Community Conversations took place, with the following breakdown of attendance in 2025 compared to 2024:

Life Stage	Year	Breakdown by quarter and type of participant									Annual Total
		Jan. to March 2025			April to June 2025			Sept. to Nov. 2025			
		MOJ	Non MOJ	Total	MOJ	Non MOJ	Total	MOJ	Non MOJ	Total	
Adults	2024	12	16	28	8	11	19	9	19	28	75
	2025	10	19	29	8	15	23	10	20	30	82
Seniors	2024	10	20	30	11	14	25	10	24	34	89
	2025	6	22	28	10	17	27	9	24	33	88
Early Childhood & School Age	2024	15	13	28	12	12	24	13	26	39	91
	2025	11	15	26	10	11	21	11	25	36	83

**Discussion:**

At the time of this report, there are 35 groups, agencies, and organizations represented at Community Conversations with 67 unique participants in total (many agencies have more than one representative). Participants at community conversations discussed many items impacting the community – when grouped into thematic areas, the below priority areas emerge:

- Housing
- Mental Health & Emotional Wellbeing
- Community Belonging & Rebuilding Connections
- Food Insecurity
- Employment, Income Support and Economic Recovery
- Youth Mental Health & School Engagement
- Seniors' Needs
- Transportation and Accessibility
- Disaster Preparedness
- Displaced Residents

It is important context to note that Community Conversations collects resident and community group feedback, and that information is used to inform community actions in response. Programs, services, funding, etc. have and will continue to be shaped by the information brought forward at Community Conversations. This response is community-wide, including the Municipality of Jasper and all partners.

**Strategic Relevance:**

- Take proactive steps to reduce the risk of people becoming vulnerable and respond when they are vulnerable.
- Promote and enhance recreational and cultural opportunities and spaces
- Enable and facilitate events that provide opportunities to increase community connections.
- Embrace our growing diversity
- Leverage and create opportunities for greater inclusion.
- Communicate and engage with residents
- Welcome the expertise, innovation, creativity and commitment of community members, groups, and associations
- Entrust our staff to develop healthy relationships with the people they serve.

**Inclusion Considerations:** Community Conversations is a forum to discuss the changing needs of Jasperites with particular focus on groups who may be at risk of exclusion. Many participants at Community Conversations are organization and agency leaders who serve, in part, groups at risk of exclusion.

**Relevant Legislation:**

- [Policy – A-105 – Community Conversations Policy](#)

**Financial:** The costs to carry out Community Conversations are within the 2025 operating budget.

**Attachments:** The Community Conversations Interim Report is attached.

## Community Conversations Annual Report - 2025

The Interim Report presented in July 2025 covered January to June 2025. This Annual Report emphasizes input from September – November 2025. Prepared and submitted by: Bree Anna Gaboury and Lisa Riddell

### Introduction:

The second half of Community Conversations in 2025 continued to provide an essential forum for collaboration across sectors in the ongoing aftermath of the wildfire that impacted the community in July 2024. Community Conversations remains a vital space for agency and organization leaders to share insights, highlight emerging challenges, and explore solutions that respond to the dynamic needs of the Jasper community.

During this period, discussions increasingly reflected the compounded pressures of the wildfire recovery, seasonal economic fluctuations, housing and rebuild challenges, mental health needs, and the evolving circumstances of newcomers and temporary foreign workers. Creative programs, services and initiatives continue to be co-designed through these conversations, ensuring that local responses are coordinated, community-informed, and adaptive.

Jasper's rural and remote context presents both distinct challenges and unique strengths. By maintaining a community-focused and person-centered approach, Community Conversations ensures that collaborative initiatives are responsive to residents' lived realities, fostering social connection, and shared wellbeing across the community.

### Membership:

Here is a revised member list as of December 2025. There are 35 member organizations/agencies and 67 individual participants:

- Alberta Health Services - Homecare
- Alpine Summit Seniors' Lodge
- Brain Care Centre
- Community Futures West Yellowhead
- Crisis Team Society Jasper
- Ecole Jasper Elementary School
- Ecole Desrochers
- Friends of Jasper National Park
- Grande Yellowhead Public School Division
- Government of Alberta - Alberta Supports
- Hinton Wellness Program
- Jasper Community Habitat for The Arts
- Jasper Community Team Society
- Jasper Employment Centre
- Jasper Minor Sports
- Jasper Municipal Library
- Jasper Museum
- Jasper Recovery Coordination Centre
- Service Canada
- Jasper Seniors' Society
- L'Association Canadienne Française de l'Alberta, Régionale de Jasper
- Mettra Pharmacy
- Municipality of Jasper – CAO office
- Municipal Council
- Municipality of Jasper – Community Development
- Municipality of Jasper – Fitness & Aquatic Centre
- Municipality of Jasper – Outreach Services
- Municipality of Jasper – Settlement Services
- Parks Canada – Engagement Officer
- Parks Canada - Indigenous Relations
- Pursuit Jasper Banff Collection
- Recovery Alberta – Addictions & Mental Health
- Red Cross
- Western Alberta Regional Victim Serving Society
- Yellowhead Emergency Shelter for Women
- Individual Jasperites x 7

At Community Conversations, participants share evolving resident needs and identify opportunities for coordinated action in response. An analysis of all trends and opportunities raised during 2025 highlights the

thematic areas listed below. The percentages reflect how often each topic was mentioned across Conversations held from September to November 2025, offering insight into which issues surfaced most consistently and where community concerns are currently most concentrated.

### **1. Housing & Affordability – 18%**

- Housing remained the most frequently discussed issue, with residents, service providers, and employers all reporting persistent challenges related to affordability, availability, and the pace of the rebuild.
- Many expressed frustrations over permitting timelines, particularly as the winter season approaches.
- Rising rental prices continued to strain families, newcomers, and workers, creating instability for those relying on seasonal employment.
- Marmot Meadows interim housing generated reoccurring concerns, including insufficient transportation, low internet quality and a lack of winter plug-in access for vehicles.
- Seniors continued to face significant barriers in securing appropriate housing, with growing waitlists and a clear demand for more dedicated, age-friendly housing.

### **2. Mental Health, Stress & Burnout – 16%**

- Mental health concerns were repeatedly emphasized, as many described increasing anxiety, pressure, and emotional exhaustion across the fall months.
- The combination of slow rebuild process, financial uncertainty, and winter approaching has led to heightened mental health strains for families, workers, and individuals living in interim housing.
- Teens experienced stress due to the teachers strike and the difficulty of re-establishing school routines afterward, which contributed to emotional instability and challenges related to focusing.
- Continuous reports of burnout due to understaffing and increased service demand.
- Service providers noted gaps in mental health support for parents and children, even as emotional wellness and spiritual programs received positive feedback from those who attended.

### **3. Economic & Employment Instability – 13%**

- Businesses and workers faced fluctuating economic conditions, with some employers reporting lower-than-expected seasonal profits and many employers experiencing reductions in hours as winter approaches.
- Job losses and shifting work opportunities increased financial stress, leading to greater reliance on community supports and employment services.
- Changes to temporary foreign worker and permanent residency pathways generated significant anxiety among newcomers and employers, who anticipated labour shortages.
- Housing shortages continued to impact employers' ability to hire or retain staff, further compounding economic uncertainty.
- Service centres saw more folks seeking employment support, job-matching opportunities, and guidance on adapting to evolving labour market conditions.

#### **4. Food Security & Basic Needs – 11%**

- Demand for grocery assistance remained high throughout the fall, especially among families with school-aged children.
- The food bank continued to serve a consistently large number of households, many of whom required diapers, formula, and school snacks in addition to staple foods.
- Residents increasingly requested basic supports such as gas cards and recreation passes.
- Community meal initiatives and food-based programming played an essential role in meeting nutritional needs while also fostering social connection and reducing isolation.
- Service providers frequently highlighted that food programs were not only about access to meals but were also crucial touchpoints for community engagement and overall wellbeing.

#### **5. Transportation & Accessibility - 10%**

- Transportation challenges persisted across several groups, with shift workers, seniors and interim housing residents reporting difficulty accessing reliable and timely transit options.
- Residents in interim housing at Marmot Meadows continued to experience transit schedules that did not align with early-morning or late-night shifts.
- A desire for more accessible school bus service particularly for children who do not qualify under the Government of Alberta catchment rules was also raised.

#### **6. Community Engagement & Social Connection – 9%**

- Residents continued to show strong interest in accessible, low-cost programs that foster connection.
- Participation in structured programming for children and families remained high, which helped alleviate stress and provided stability.
- Intergenerational and multicultural programming was especially valued, helping to build connections between seniors, youth, newcomers and long-term residents.
- Although spiritual and wellness programs were positively reviewed by participants, many remained underutilized, suggesting potential barriers to attendance such as scheduling, readiness or awareness.
- Overall, community programs played a meaningful role in creating supportive spaces that help residents cope with ongoing recovery-related challenges.

#### **7. Senior Wellbeing & Advocacy – 8%**

- Seniors contributed to participate in community events in large numbers, demonstrating both a high demand for social engagement and the ongoing importance of senior-focused programming.
- It was consistently emphasized that there is a need for improved transportation, expanded housing options, and increased mobility and wellness programs for seniors.
- Seniors' dinners, movement programs and social gatherings played an important role in reducing isolation and strengthening community connection among older adults.
- Seniors also faced barriers related to affordability and accessibility, reinforcing the urgency of addressing long-term housing and service gaps for this demographic.

#### **8. Staffing Shortages – 7%**

- Many organizations reported ongoing staffing shortages, unfilled positions, and reduced operational flexibility, which has created added pressure for existing staff and volunteers.
- Seasonal employment patterns contributed to instability, with some workers experiencing inconsistent schedules and feeling overwhelmed during peak times.
- Reporting of staffing challenges affecting service delivery across sectors, from recreation programming to food security initiatives, contributing to longer wait times or reduced offerings in some cases.
- As staffing pressures intersected with rising community needs, organizations found themselves stretched, even while attempting to expand services or respond to emerging challenges.

#### **9. Environmental Issues, Wildfire Recovery & Preparedness – 5%**

- Residents and service providers continued to navigate wildfire-related recovery tasks such as soil remediation, construction delays, and property assessments, which contributed to ongoing stress.
- The slower-than-anticipated pace of rebuild and remediation work influenced both housing availability and emotional well-being, reinforcing the long-term nature of post-fire recovery.
- Environmental concerns remained relevant but were less frequently discussed than in previous months, as more immediate issues such as housing and mental health took precedence.

## AGENDA ITEM 7.3

### REQUEST FOR DECISION

**Subject:** Jasper Municipal Housing Corporation -  
Vacant and Expiring Director Appointments

**From:** Bill Given, Chief Administrative Officer

**Prepared by:** Leanne Pelletier, Municipal Housing Manager

**Date:** December 9, 2025

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#### **Recommendation:**

That Committee recommend Council appoint Scott Wilson to fill the vacant Public at Large Director position for a term to end March 1 2026, and;

That Committee direct administration initiate recruitment to the Jasper Municipal Housing Corporation Board of Directors for the 5 Public at large Director terms expiring March 1, 2026.

#### **Alternatives:**

- That Committee direct administration initiate recruitment to the Jasper Municipal Housing Corporation Board of Directors, to fill one currently vacant Public at Large Director position.
- That Committee receive the report for information and take no further action.

#### **Background:**

Council held a public hearing on July 25, 2023, and approved the creation of the Jasper Municipal Housing Corporation (JMHC) on August 1, 2023. The JMHC was formally incorporated on October 20, 2023, as a Municipally Controlled Corporation (MCC) under the Municipal Government Act (MGA), with the purpose of developing and managing housing initiatives in Jasper.

In February 2024, Council appointed the inaugural Board of Directors, composed of two elected officials and five Public-at-large members, with Public-at-large appointments set to expire March 1, 2026.

As a result of the recent municipal election, one Public-at-large Director was elected to Council and subsequently appointed as a Council representative, creating a vacancy on the Board.

Section 2.01 of the Unanimous Shareholders Agreement (USA) – Appointment of Directors states:

*“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, in its role as the shareholder of the Corporation.”*

With regard to Vacancies on the Board of Directors, Section 2.02 of the USA states:

*“Vacancies on the Board shall be filled as stated in Section 2.01.”*

**Discussion:**

At Council's organizational meeting held in November 2025, Councillors Rodger and Kongsrud were appointed to the Jasper Municipal Housing Corporation Board. Councillor Rodger's appointment as a Council representative resulted in a vacancy in one of the Public-at-Large positions.

Administration is recommending that this vacancy be filled by direct appointment of Scott Wilson. Mr. Wilson is well-positioned to support the Board during this transition period. As a former municipal councillor and the founding Chair of the JMHC, he brings valuable continuity and historical knowledge from the Corporation's inception through to the October 2025 municipal election. His past leadership provides him with direct familiarity with the JMHC's governance model, operating context, and strategic priorities. Mr. Wilson is also a local homebuilder with relevant experience in housing development, aligning with the Corporation's mandate to develop and manage housing in Jasper. His ability to quickly re-engage with Board activities is particularly beneficial given that the JMHC's Connaught apartment project is currently underway. Given these factors, and the short time remaining in the current term, a direct appointment provides an efficient and low-risk approach to maintaining Board functionality and momentum.

At the same time, administration recommends initiating a public recruitment campaign for all five Public-at-Large Director positions, including the one currently vacant and proposed to be filled by Mr. Wilson. All five terms are set to expire on March 1, 2026. Beginning the recruitment process now allows sufficient time to advertise, assess applicants, and bring forward recommendations for Council appointment in advance of that date. This approach ensures continuity in governance and avoids disruption to the Corporation's work. Current Directors, including Mr. Wilson if appointed, would be eligible to reapply and be considered alongside new applicants.

In contrast, recruiting now to fill only the current vacancy would require a full advertising and review process for a short-term appointment. Given the limited time left in the term and the specialized knowledge required to support an in-progress capital project, this approach would be less efficient and may not result in a candidate able to contribute immediately.

**Strategic Relevance:**

- **Housing** – Invest in developing community-focused housing units; facilitate others in developing diverse housing options.
- **Advocacy** – Strengthen our voice by partnering with those who share our interests.

**Inclusion Considerations:**

For the full recruitment, administration will use the Skills Matrix, approved by Council to establish the inaugural JMHC Board, to evaluate applicants. This tool ensures diverse perspectives and a wide range of experience are considered, contributing to a high-performing and inclusive Board.

**Relevant Legislation:**

- *Municipal Government Act* (RSA 2000, c. M-26) – Sections 75.1–75.3 (MCC requirements)
- *Bylaw No. 1 – Jasper Municipal Housing Corporation*
- *Unanimous Shareholder Agreement*
- *JMHC Shareholder Policy B-123*

**Financial:**

There is no financial impact associated with appointing new Public-at-Large Directors. Recruitment activities will be completed within the existing administrative budget.

**Attachments:**

JMHC Board Terms Chart

## JMHC Board of Directors – Status and Terms

Director - Council Representation			
DIRECTOR	CLASSIFICATION	STATUS	TERM
Scott Wilson	Councillor appointment	Term ended Oct 20 2025-not seeking re election	Oct 20, 2023 – Oct 20, 2025
Rico Damota	Councillor Appointment	Term ended Oct 20 2025-not seeking re election	Oct 24, 2023 – Oct 20, 2025
Laurie Rodger	Councillor Appointment	Public at Large Director elected to Council and appointed Council representative	Nov 2025- Nov 2026
Cable Kongsrud	Councillor Appointment	Newly elected official appointed to Board	Nov 2025-Nov 2026
Director - Public at Large			
Laurie Rodger	Public at Large	Public at Large Director elected to Council and appointed Council representative	Feb 20, 2024-March 1, 2026
Andrea Ziegler	Public at Large	Current sitting Board member	Feb 20, 2024-March 1, 2026
Nadine McIsaac	Public at Large	Current sitting Board member	Feb 20, 2024-March 1, 2026
Serge Martin	Public at Large	Current sitting Board member	Feb 20, 2024-March 1, 2026
Edward Archibald	Public at Large	Current sitting Board member	Feb 20, 2024-March 1, 2026

## AGENDA ITEM 7.4

### REQUEST FOR DECISION



**Subject:** Jasper Skatepark Sponsorship and Naming  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Emily Dawson, Finance Manager  
**Reviewed by:** Natasha Malenchak, Director of Finance & Administration  
**Date:** December 5, 2025

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#### **Recommendation:**

That Committee recommend Council approve the formal naming of the new skatepark as “Jasper Flyer’s Skatepark” and,

That Committee recommend Council accept the donations from the 4M Charitable Foundation and David Morris Family Foundation in the amount of \$100,000 each.

#### **Alternatives:**

- That committee does not accept the sponsor donations and choose a name for the skatepark using other methods.
- That committee have administration come to a future meeting with naming options from the sponsor.

#### **Background:**

On February 2, 2021 Council approved up to \$300,000 in matching funding for a new Skate Park, subject to matching funds being secured from external sources and, to begin a process to explore the potential to allocate a portion of the land commonly known as “Diamond A” in Centennial Park for construction of the Skate Park.

On June 13, 2023 committee directed Administration to enter into formal agreements as required for development, delivery, and ongoing maintenance partnerships with the Jasper Skate Park Committee for the Jasper Skate Park project.

On November 14, 2023 at budget Council amended the Community Development Capital Budget by changing the funding source of the Municipality’s prior commitment of \$300,000 towards the Skatepark to either debenture or reserves.

On March 19, 2024 Council authorized, in principle, interim financing to the Jasper Skatepark Committee, not to exceed \$150,000, with loan details to be presented to Council following completion of the Skatepark construction.

The construction project started in April 2024 with site preparation activities but due to the 2024 wildfire construction was paused and not able to be completed until 2025. The Skatepark was officially opened on September 21, 2025.

#### **Discussion:**

The 4M Charitable Foundation and the David Morris Family Foundation had promised to donate \$100,000.00

each towards the design and construction of the Jasper Skatepark Improvement Initiative. The agreement was signed in February 2021, and the conditional promise was contingent on:

1. The Municipality of Jasper and the Jasper Skatepark Committee securing a minimum of \$200,000 in additional donations from other parties.
2. Applying for the Community Facility Enhancement Program (CFEP) grant by June 15, 2021.
3. Granting the donor naming rights, specifically designating the facility as **Jasper Flyer's Skatepark**.

The agreement of the conditional promise to donate funds is contingent on 4M Charitable Foundation and the David Morris Family Foundation being granted the right to name the Skate Park facility, subject to reasonable limitations as may be in force by any law, bylaw, policy or regulation of any Municipal, Provincial or Federal government or agency having jurisdiction. The current naming proposal is **Jasper Flyer's Skatepark**.

This request aligns with the Municipality of Jasper's sponsorship and naming policies. Under Policy D12 – Sponsorship and Naming Rights, a sponsorship is defined as any financial contribution to a municipal project made with the expectation of receiving public naming recognition from the Municipality. This may include signage, plaques, logo use, or the naming of a facility, program, or other municipal asset.

In addition, Policy D13 – Municipal Assets Naming Policy provides a fair, consistent, and effective process for naming municipal assets. The policy states that the final determination for naming any municipal asset rests with Mayor and Council. Key naming principles under Policy D13 include:

- Assets donated to the Municipality may be named by deed restriction by the donor.
- Names recognizing an organization for a financial contribution may be considered when the organization's activities and values align with those of the Municipality and comply with applicable municipal policies.
- Placement of memorial plaques or recognition on donated items must follow relevant municipal policies and operational guidelines.

The donation from 4M Charitable Foundation and the David Morris Family Foundation is beneficial for the community as it helps offset municipal costs of the design and construction of the Skate Park.

If we do not accept this conditional donation we will be required to cover the additional \$200,000.00 through municipal funds. If the recommendation is implemented there will be no impact to our municipal finances. If the recommendation is not carried additional resources will be required.

In conclusion, this donation represents important financial support that directly reduces municipal expenditures for the Jasper Skatepark project. The proposed naming aligns with municipal policy, and accepting this contribution supports the Municipality's ongoing commitment to enhancing recreational amenities for residents and visitors.

#### **Strategic Relevance:**

- Communicate and engage with residents.
- Pursue alternative revenue sources and equitable distribution of costs.

#### **Relevant Legislation:**

- Sponsorship and/or Associated Naming Rights – Policy # D-012
- Municipal Assets Naming Rights - Policy # D-013

### Financial:

Between 2023 to 2025 costs associated with the skatepark construction project have totaled \$1,001,342.17

<b>Construction Cost to Date</b>	<b>\$ 1,001,342.17</b>
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### Pending (due from)

Municipal Contribution	-\$ 300,000.00
4M Charitable Foundation	-\$ 100,000.00
Davis Morris Family Foundation	-\$ 100,000.00
Pursuit	-\$ 14,000.00
CN Railroaders in The Community	-\$ 3,200.00

### Skatepark Committee

Alberta Culture and Tourism CFEP Small Stream	-\$ 125,000.00
Community Foundations of Canada CHCI Grant	-\$ 91,363.00
Alberta Blue Cross Built Together Grant	-\$ 50,000.00
Bottles drive, anonymous donations and various fundraisers	-\$ 13,607.38
Red Cross	-\$ 8,000.00
Aquatera	-\$ 2,500.00
Go Fund Me Donation	-\$ 2,758.33
GIC interest	-\$ 1,072.29
Jasper Heritage Rodeo Association	-\$ 1,000.00

### In Trust with Municipality

Jasper Volunteer Fire Brigade	-\$ 50,000.00
Raydi Investments	-\$ 25,000.00
Jasper Masons	-\$ 25,000.00
CN Railroaders in The Community	-\$ 18,920.01
CN Communities Fund	-\$ 10,000.00
Pursuit	-\$ 7,000.00
Quest	-\$ 6,324.20
Trans Mountain	-\$ 6,000.00
ATCO Electric	-\$ 5,000.00

<b>Estimated due from Skatepark Committee</b>	<b>\$ 35,596.96</b>
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## MOTION ACTION LIST

SHORT TITLE	REQUESTED (DATE)	RESPONSIBLE (WHO)	COUNCIL MOTION (DESCRIPTION)	TARGET (DATE)	STATUS
Jasper Skatepark Committee	March 19, 2024	CAO and Director of Finance & Administration	That Council authorize, in principle, interim financing to the Jasper Skatepark Committee, not to exceed \$150,000, with loan details to be presented to Council following completion of the Skatepark construction.	November 2025	Recommended to be deferred to March 2026
Parcel CH Access Road & Spruce Avenue Development Tender Award	September 17, 2024	CAO	That Council direct Administration to initiate a Local Improvement Bylaw process to recover the servicing costs the Parcel CH Access Road from benefitting adjacent parcels.	February 2026	
Transit Bus RFP	November 19, 2024	CAO	That Council direct Administration to reissue an RFP in spring of 2025 for the procurement of electric buses and/or any other viable zero emission options.	February 2026	
Jasper Artists Guild Lease	April 22, 2025	CAO	That Committee refer the correspondence from the Jasper Artists Guild to Administration for a report back at a future Committee of the Whole meeting.	February 2026	
2026 Budget	May 20, 2025	CAO and Director of Finance & Administration	That Council direct Administration to incorporate increased non-property tax revenue into the development of the 2026 budget.	November 2025	Recommended to be removed
Indigenous Relations Framework	July 15, 2025	Director of Community Development	That Committee direct Administration to engage Indigenous Partners and Indigenous residents to develop a strategy based on the framework – and return to a future meeting.	May 2026	
Adoption of Jasper Off-Site Levies Bylaw 2025	August 26, 2025	Director of Urban Design and Standards	That Committee direct Administration to consider the Jasper Off-Site Levy Bylaw in the context of discussions today and return to a	December 2025	Recommended to be deferred to February 2026

			Committee of the Whole meeting after the 2025 municipal election.		
<b>Property and Business Tax Policy</b>	<b>August 26, 2025</b>	<b>Director of Finance &amp; Administration</b>	That Committee direct Administration to develop a property and business tax policy and return to a meeting following the 2025 municipal election.	<b>January 2026</b>	Recommended to be deferred to March 2026
<b>Jasper Food Security Alliance</b>	<b>September 9, 2025</b>	<b>Director of Community Development</b>	That Committee direct Administration to bring a forward recommendation on staffing support for the Jasper Food Security Alliance.	<b>November 2025</b>	Recommended to be removed
<b>Recovery Advisory Committee Terms of Reference</b>	<b>November 18, 2025</b>	<b>Director of Recovery</b>	That Committee direct Administration to return to a future Committee of the Whole meeting with recommendation regarding potential amendments to the Terms of Reference for the Recovery Advisory Committee.	<b>March 2026</b>	
<b>Royal Canadian Legion Branch #31</b>	<b>November 18, 2025</b>	<b>Director of Community Development</b>	That Committee direct Administration to work with the Legion to develop a way forward regarding the Jasper Cenotaph and return to a future Committee of the Whole meeting with recommendations.	<b>May 2026</b>	
<b>Jasper Artists Guild</b>	<b>November 18, 2025</b>	<b>Director of Community Development</b>	That Committee direct Administration to enter into discussions with the Jasper Artists Guild regarding potential for a sub-lease renewal and return with recommendations to a future Committee of the Whole meeting in the new year.	<b>April 2026</b>	
<b>Jasper-Yellowhead Museum &amp; Archives</b>	<b>November 18, 2025</b>	<b>CAO</b>	That Committee refer the Jasper-Yellowhead Museum & Archives \$40,000 funding request to the 2026 budget discussions; and That Committee direct Administration to work with the Jasper-Yellowhead Museum & Archives to provide additional information.	<b>December 9, 2025</b>	Recommended to be removed
<b>Jasper Pride Festival Society</b>	<b>December 2, 2025</b>	<b>CAO</b>	That Council refer the Jasper Pride Festival Society 2026 budget request to the December 9, 2025 Committee of the Whole meeting budget discussion item.	<b>December 9, 2025</b>	Recommended to be removed