

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
January 20, 2026 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)



Notice: Council members and staff are at the Jasper Library and Cultural Centre. 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 1:30 pm, use this Zoom link:**

<https://us02web.zoom.us/j/87657457538>

1 CALL TO ORDER

2 APPROVAL OF AGENDA

2.1 Regular meeting agenda, January 20, 2026 attachment

Recommendation: That Council approve the agenda for the regular meeting of January 20, 2026 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, January 6, 2026 attachment

Recommendation: That Council approve the minutes of the January 6, 2026 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, January 13, 2026 attachment

Recommendation: That Council approve the minutes of the January 13, 2026 Committee of the Whole meeting as presented.

4 DELEGATIONS

5 CORRESPONDENCE

6 NEW BUSINESS

6.1 Jasper Recovery Coordination Centre Progress Update attachment

Recommendation: That Council receive the report for information.

6.2 Director's Report – Operations & Utilities attachment

Recommendation: That Council receive the report for information.

6.3 Supplementary Assessment of Improvements & Supplementary Tax Bylaws 2026 attachment

Recommendation: That Council read for the third time, Bylaw #273, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2026.

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REGULAR COUNCIL MEETING AGENDA
January 20, 2026 | 1:30 pm
Jasper Library & Cultural Centre – Quorum Room
[Municipality of Jasper Strategic Priorities 2022-2026](#)

That Council read for the third time, Bylaw #274, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2026.

6.4 Utility Fees Levy and Collection Bylaw 2026 attachment

Recommendation: That Council read for the third time, Bylaw #275, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2026.

6.5 Board and Committee Appointments attachment

Human Resources Committee Recommendation: That Council appoint Madison Kinshella to the Communities in Bloom Committee for a term commencing January 1, 2026 and concluding December 31, 2027.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

9 UPCOMING EVENTS

[Jasper in January](#) – January 16-February 1

[NETMA](#) – 4:30-6:30pm, January 21, Evil Dave’s Grill

[Buzzfest 2026 Opening Gala](#) – January 23, Jasper Artists Guild

[2026 Tourism Advocacy Summit](#) – February 8-10, JW Marriot Edmonton ICE District

10 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of January 20, 2026 be adjourned at _____.

Please note: All regular and committee meetings of Council are video recorded and archived on YouTube.

AGENDA ITEM 3.1**Municipality of Jasper
Regular Council Meeting Minutes**

Tuesday, January 6, 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	Mayor Richard Ireland, Deputy Mayor Kathleen Wixer, Councillors Ralph Melnyk, Kable Kongsrud, Danny Frechette, Laurie Rodger, and Wendy Hall.		
Absent	none		
Also present	Bill Given, Chief Administrative Officer Michael Fark, Director of Recovery Beth Sanders, Director of Urban Design & Standards Natasha Malenchak, Director of Finance & Administration Courtney Donaldson, Director of Operations & Utilities Emily Goldney, Parks Canada Rebuild Planning Manager Emma Acorn, Legislative Services Coordinator Paul Butler, Jasper Park Chamber of Commerce 20 observers		
Call to order	Mayor Ireland called the January 6, 2026 Regular Council meeting to order at 1:30pm.		
Additions or deletions to agenda	none		
Approval of agenda #1/26	MOTION by Councillor Wixer – BE IT RESOLVED that Council approve the agenda for the January 6, 2026 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #2/26	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the December 16, 2025 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Business arising from minutes	none		
Delegations	Jasper Park Chamber of Commerce Executive Director Paul Butler shared concerns with equity and the Utility Fees Levy and Collection Bylaw 2026 included in the meeting agenda package. He would prefer to see a consumption-based model.		
	Councillor Rodger joined the meeting at 1:47pm.		
Correspondence	none		
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre progress update from Director of Urban Design & Standards Beth Sanders and Parks Canada Rebuild Planning Manager Emily Goldney. Highlights include information on debris removal; site preparation; interim housing supply and allocation; economic and social recovery; and a more detailed look at the rebuild. Director of Recovery Michael Fark also assisted in answering Council questions.		

#3/26	MOTION by Councillor Wixer – BE IT RESOLVED that Council receive the Jasper Recovery Coordination Centre progress update for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Director's Report – Urban Design & Standards	Committee received a report from Ms. Sanders reviewing the work accomplished between July and December of 2025. Highlights included details on town planning, development coordination, housing, staffing, service trends, communications and engagement. The report can be found in the agenda package.		
#4/26	MOTION by Councillor Hall – BE IT RESOLVED that Council receive the report for information.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 2:52pm to 3:01pm.		
Supplementary Assessment of Improvements and Supplementary Tax Bylaws #5/26	Director of Finance & Administration Natasha Malenchak reviewed the annual process required for tax purposes and additional information regarding recovery and the rebuild.		
	MOTION by Councillor Melnyk – BE IT RESOLVED that Council read for the first time, Bylaw #273, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#6/26	MOTION by Councillor Wixer – BE IT RESOLVED that Council read for the second time, Bylaw #273, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the supplementary assessment of improvements for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#7/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council read for the first time, Bylaw #274, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
#8/26	MOTION by Councillor Frechette – BE IT RESOLVED that Council read for the second time, Bylaw #274, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to authorize the imposition of a supplementary tax for the taxation year 2026.		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Utilities Fees Levy and Collection Bylaw 2026	Ms. Malenchak introduced the draft bylaw for first reading and gave a review of basic principles. CAO Bill Given and Director of Operations & Utilities Courtney Donaldson were also present to help answer Council questions.		
#9/26	MOTION by Councillor Hall – BE IT RESOLVED that Council read for the first time, Bylaw #275, being a bylaw of the Specialized Municipality of Jasper in the		

province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2026.

FOR	AGAINST	CARRIED
6 Councillors	1 Councillor (Kongsrud)	

#10/26 MOTION by Councillor Wixer – BE IT RESOLVED that Council read for the second time, Bylaw #275, being a bylaw of the Specialized Municipality of Jasper in the province of Alberta to provide for the levying and collection of fees for the provision of water, sewer, solid waste and recycling services in 2026.

6 Councillors	1 Councillor (Kongsrud)	CARRIED
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Notices of Motion none

Councillor Reports Councillor Frechette met with the Communities in Bloom Committee on December 22nd.

Councillor Wixer attended The Evergreens Foundation orientation training on December 13th & 14th.

Councillors Rodger and Kongsrud attended a Jasper Municipal Housing Corporation meeting on December 18th.

Mayor Ireland and available Councillors participated in municipal facility tours yesterday afternoon and this morning.

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

Adjournment MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Regular Council meeting of January 6, 2026 be adjourned at 4:17pm.

FOR	AGAINST	CARRIED
7 Councillors	0 Councillors	

Mayor

Chief Administrative Officer

AGENDA ITEM 3.2**Municipality of Jasper
Committee of the Whole Meeting Minutes**

Tuesday, January 13, 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 Kathleen Waxer, Councillors Ralph Melnyk, Kable Kongsrud, Wendy Hall, Laurie Rodger, and Danny Frechette
Absent	none
Also present	Bill Given, Chief Administrative Officer Beth Sanders, Director of Urban Design & Standards Leanne Pelletier, Housing Manager Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local 8 observers
Call to Order	Deputy Mayor Kathleen Waxer called the January 13, 2026 Committee of the Whole meeting to order at 9:30am and began with a Traditional Land Acknowledgement .
Additions/ deletions to the agenda #12/26	Councillor Rodger requested an item be added to the agenda list regarding the budget of the Urban Design & Standards department. MOTION by Councillor Frechette that Committee add the following item to the agenda for the January 13, 2026 Committee of the Whole meeting: <ul style="list-style-type: none">• 7.3 Urban Design & Standards Budget
	FOR 7 Councillors AGAINST 0 Councillor CARRIED
Approval of agenda #13/26	MOTION by Councillor Hall that Committee approve the agenda for the January 13, 2026 Committee of the Whole meeting as amended: <ul style="list-style-type: none">• Add 7.3 Urban Design & Standards Budget
	FOR 7 Councillors AGAINST 0 Councillor CARRIED
Business arising from minutes	none
Delegations	none
Correspondence – Parks Canada	Committee received correspondence from Jasper National Park Field Superintendent Genevieve Caron regarding amendments to the Land Use Policy.

#14/26	MOTION by Councillor Melnyk that Committee receive the correspondence for information.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Partnership Memorandum of Understanding to Redevelop Anglican & United Church Lands #15/26	Director of Urban Design & Standards Beth Sanders reviewed the background regarding the rebuild of the Anglican and United Churches. They have been working with a consultant together to plan a joint rebuild. MOTION by Councillor Kongsrud that Committee direct Administration to prepare a Memorandum of Understanding with the Anglican Church and United Church and return to a future meeting.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Connaught Below Market Housing Development- Project Update #16/26	Committee received an information report from Housing Manager Leanne Pelletier regarding the Connaught Below Market Housing Development Project which included details on the work completed so far; the estimated timeline for completion; eligibility requirements; and more. Cao Bill Given also assisted in answering Committee questions. MOTION by Councillor Melnyk that Committee receive the Connaught Below Market Housing Development Project update for information.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Urban Design & Standards Budget #17/26	Councillor Rodger shared his concerns with the Urban Design & Standards budget. MOTION by Councillor Rodger that Committee direct Administration to bring forward a review of the 2026-2030 Urban Design & Standards budget including projected revenue and expenditure assumptions; and the historical basis for these assumptions, and bring a report back to the March 10, 2026 Committee of the Whole meeting.	FOR 7 Councillors	AGAINST 0 Councillor	CARRIED
Motion Action List #18/26	Administration reviewed the Motion Action List. MOTION by Councillor Hall that Committee approve the updated Motion Action List with the removal of the following item: <ul style="list-style-type: none">• Anglican & United Church Properties Partnership	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED

Councillor upcoming meetings	Mayor Ireland and Councillor Melnyk will be attending a meeting of the West Yellowhead Regional Waste Management Authority this Thursday.		
	Councillor Frechette, along with other Councillors, will be attending the Community Futures West Yellowhead business walk in Jasper on April 2, 2026.		
	Councillor Waxer will be attending the first Community Conversations of 2026 tomorrow.		
Upcoming Events	Council reviewed a list of upcoming events.		
#19/26	MOTION by Mayor Ireland that Committee add the following item to the in-camera session of the January 13, 2026 Committee of the Whole meeting:		
	<ul style="list-style-type: none"> • 11.2 Personnel matter 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
Move In-camera #20/26	MOTION by Councillor to move in-camera at pm to discuss agenda item:		
	<ul style="list-style-type: none"> • 11.1 Land Matter - ATIA s.26(1)(a), 29(1) • 11.2 Personnel matter 		
	FOR 7 Councillors	AGAINST 0 Councillors	CARRIED
	Mr. Given also attended the in-camera session.		
	Councillor Rodger left the meeting at 11:25am.		
Move out of camera #21/26	MOTION by Mayor Ireland to move out of camera at 11:26am.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Adjournment #22/26	MOTION by Councillor Hall that, there being no further business, the Committee of the Whole meeting of January 13, 2026 be adjourned at 11:26am.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED

JASPER RECOVERY COORDINATION CENTRE (JRCC)

January 20, 2026

PROGRESS UPDATE



SUMMARY OF KEY RECOVERY ACTIVITIES

DEBRIS REMOVAL

- Total number of permits issued (in and out of town): 393
 - **Certificates of Completion issued: 369**
 - In Town non-commercial certificates: **333** (out of 341 properties with demolition permits)
- Certificates of completion pending review/and or sign off: 11
- Properties pending submission of confirmatory reports: 12
- Of these, **0** properties are completing additional remediation

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

SITE PREPARATION

Site preparation status of properties impacted by the 2024 Jasper wildfire within the Municipality of Jasper only



- Properties where the site is confirmed safe for human health and ready for rebuild
- Properties where soil sample reports (confirmatory sampling) are being reviewed by Parks Canada
- Properties where soil sample reports (confirmatory sampling) need to be submitted to Parks Canada
- Properties with debris remaining

Updated: January 12, 2026 - Source: Parks Canada

This coordinated progress is enabling safe, timely debris removal; paving the way for rebuilding and protecting public health, safety, and the environment.

INTERIM HOUSING

- 353 households (674 individuals) are currently in the program
- The Museum interim housing site is fully occupied, with occupancy of the Patricia Circle site expected in February and of the United Church site in early March
- All in-town interim housing units are either occupied or assigned. Some dorm units at Marmot Meadows remain available for fixed term leases through the winter season
- An interim housing "What We Heard" report has been distributed to interim housing residents and published on the MoJ website
- The JRCC has processed over 950 applications for interim housing and continues to receive new applications
- The list of applicant households that have not yet received an offer of housing has grown to 58 due to a recent influx of new applications

COMMUNITY INTERIM HOUSING – SUPPLY & ALLOCATION

Updated January 15, 2026

Supply of Units	
476	
Units Allocated	Units Available*
398	78
In-House	Offered/Lease Signed
373	25

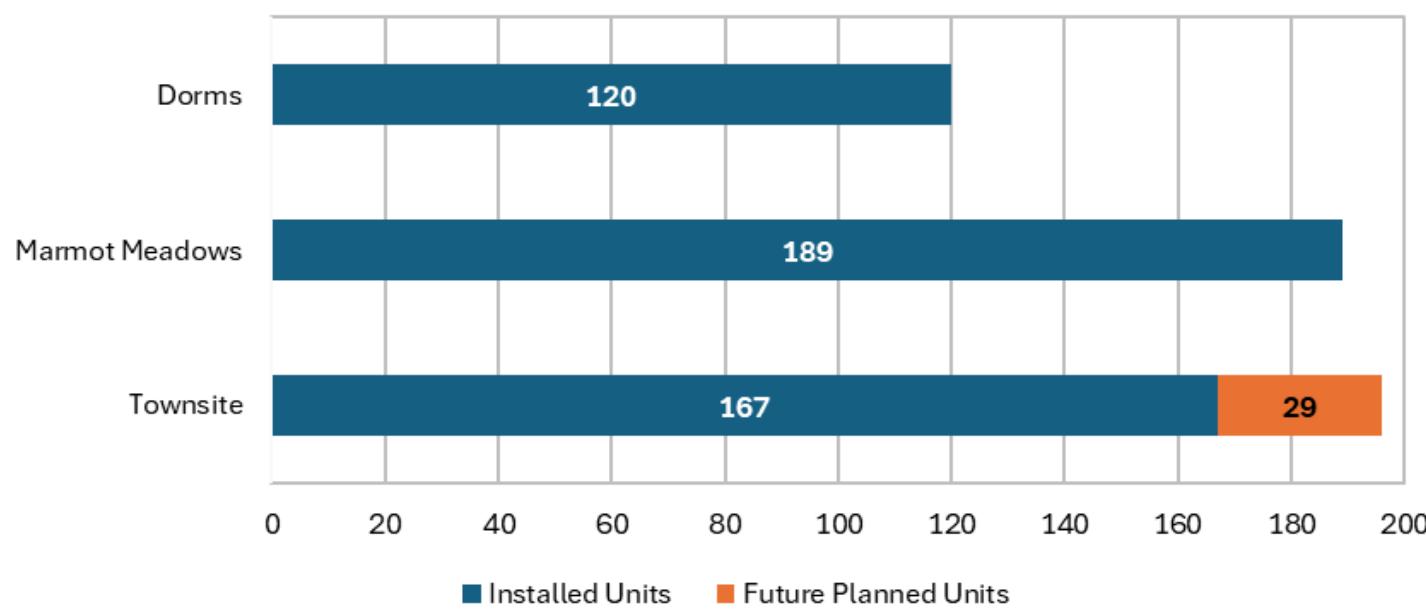
Units available includes new units, those in process of being allocated as we receive applications, as well as excess dormitory stock during the winter season

	In-House	Offered/Lease Signed	Total
Units	373	25	398
Households	328	25	353
Individuals	623	51	674

These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

INTERIM HOUSING – UNIT AVAILABILITY

Currently Available Units and Future Planned Units



Future units are planned in the following locations:

- Patricia Circle, 6 units, occupancy early 2026
- United Church, 23 units, occupancy early 2026
- Total units (current and future): 505
 - 120 Dorms
 - 189 at Marmot Meadows
 - 167 in Townsite
 - 29 in preparation for occupancy

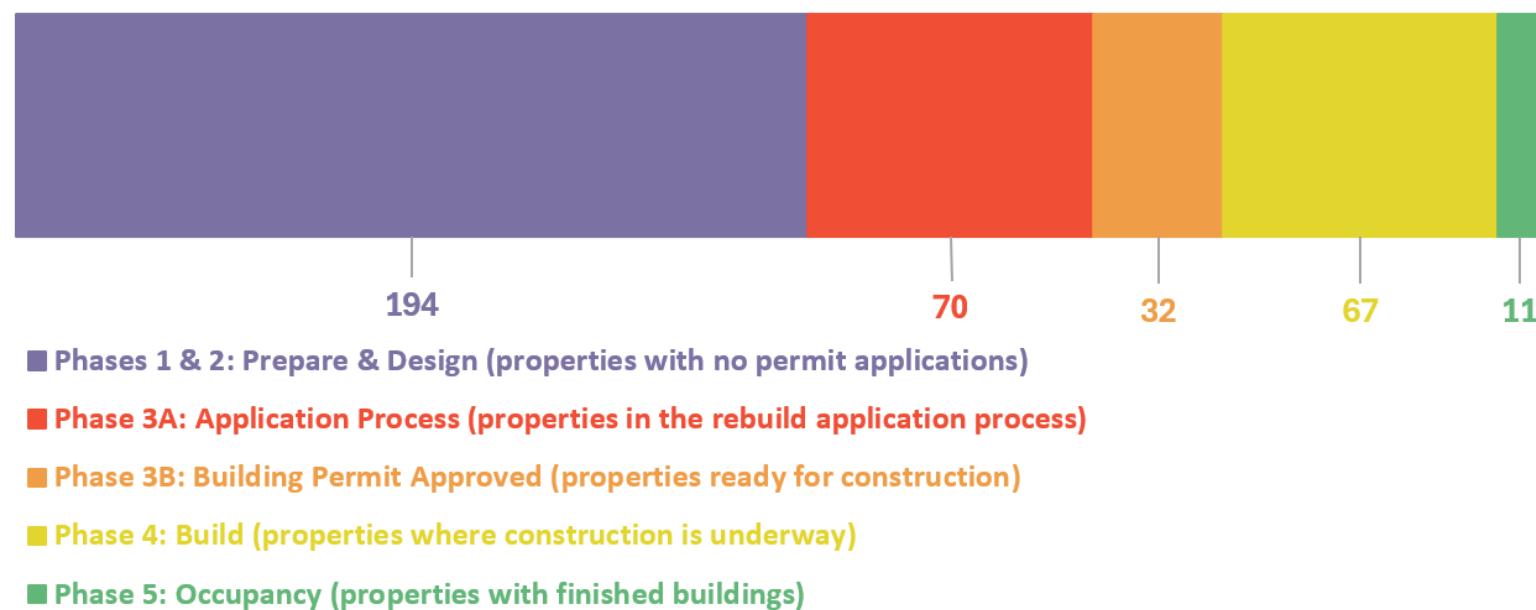
These combined actions underscore our ongoing progress toward delivering scalable and adaptable interim housing.

REBUILDING HOMES AND BUSINESSES

- On January 8, 2026, the Jasper Field Unit Superintendent approved changes to the Town of Jasper Land Use Policy to support implementation of the Municipality of Jasper's Housing Action Plan
 - These changes come into effect February 9, 2026, and have been communicated through Parks Canada and Municipality of Jasper (MOJ) newsletters and MOJ social media and web updates.
 - The changes enable more housing options, increase the number of homes that can be built, and simplify policies
- Reviews of the Rebuilding Guide and Builders Guide are in progress with the intention of updating them for the 2026 construction season
- Interactive [Rebuild and Site Preparation Status Map](#) continues to be live on Municipality website showing progress throughout town

REBUILDING HOMES AND BUSINESSES

Rebuild status of properties impacted by the 2024 Jasper wildfire within the Municipality of Jasper only



Updated: January 12, 2026 - Source: Parks Canada (Phases 1&2, 3A, 3B, and 5) and Municipality of Jasper (Phase 4)

*Of the 32 properties in Phase 3B, 15 have visible signs of construction work but have not yet poured foundation

REBUILD – DWELLING UNITS

Updated January 12, 2026

Rebuilding properties in-town issued a building permit	# Dwelling units in rebuilding properties in-town issued a building permit	Rebuild dwelling units in-town complete for occupancy
110	244	9
	# Replacement Units	
	183	61

SOCIAL RECOVERY

- A new cohort of Recovery Pathfinders began training on January 13. Additional cohorts will begin training through the winter and spring, with the goal of having a total of 150 fully trained peer supporters by the end of 2026
- Data analysis for the second recovery needs assessment survey has begun in collaboration with the Canadian Red Cross. A report will be forthcoming in the coming weeks
- The JRCC has launched a new strategy to engage and support displaced residents residing outside of the community. This includes the expansion of the Spiritual Circles program to an online offering
- The Canadian Red Cross held in-person "pop-up" support session in Jasper on January 14, 15 and 16 and in Hinton on January 15. Insurance and residential construction experts were on hand alongside small business supports and wildfire recovery case workers
- 79 submissions have been made to the Jasper Recovery Challenges online form, with 50 requesting a response. 43 responses (86%) have been provided at the time of writing

Our work on these programs supports the wellbeing of Jasperites while advancing our objectives of providing access to recovery supports and fostering community connection.



FOCUS ON ECONOMIC RECOVERY

RECOVERY PRIORITY #5

ECONOMIC RECOVERY PRIORITIES



In the Community

Support a stable and resilient economy that is driven by businesses that contribute to the community's unique character, provides offerings for both residents and visitors, and plays a vital role in Alberta's and Canada's visitor economy.



In the Park

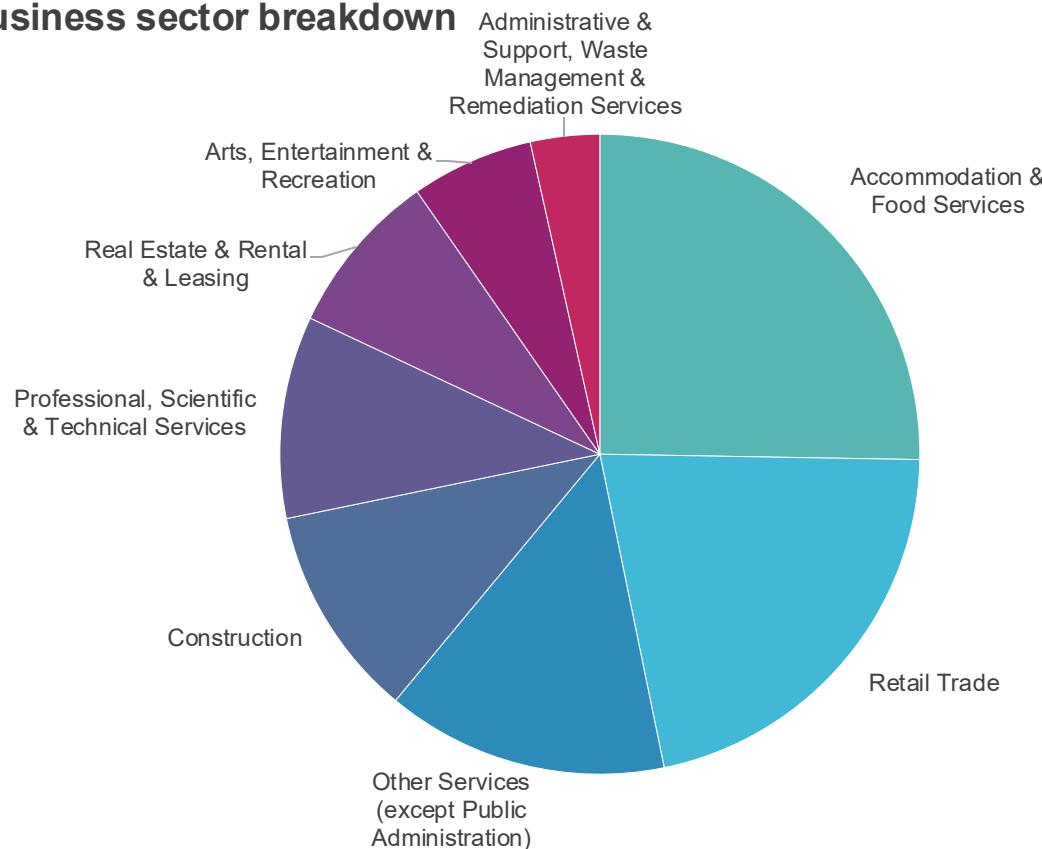
Offer and promote exceptional experiences in all seasons for visitors to explore the changing landscape and meaningfully connect with the cultural and natural heritage of Jasper National Park.



The Jasper Recovery Coordination Centre is a partnership between the Municipality of Jasper and Parks Canada, supporting the coordination of economic recovery alongside key recovery partners.

JASPER'S BUSINESS LANDSCAPE AND IMPACT

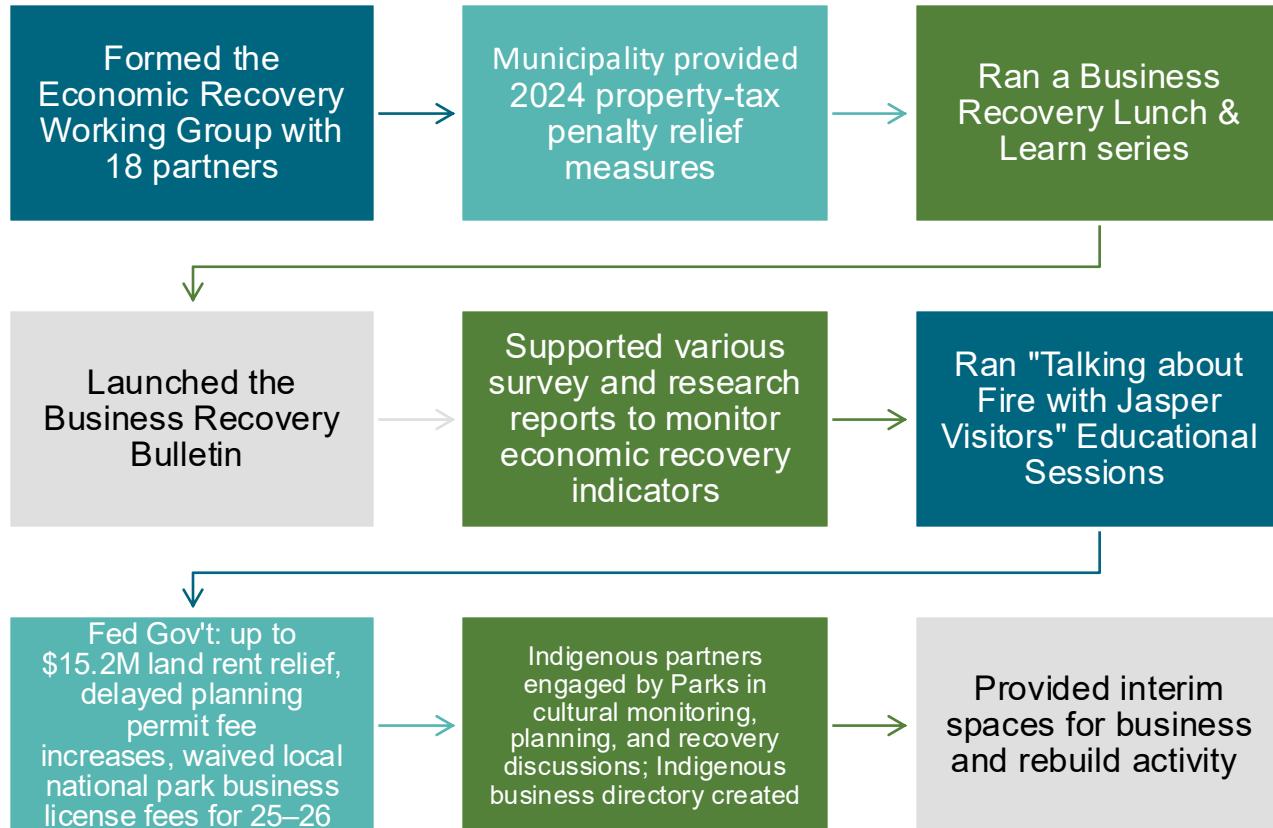
Business sector breakdown



Jasper's business recovery powers community recovery and an economic engine that reaches far beyond the townsite.

- Approximately 370 licensed businesses were operating in Jasper prior to the 2024 wildfire
 - 15 Outlying Commercial Accommodations (OCAs)
- Jasper represents 22-25% of tourism expenditures in the Canadian Rockies¹
- In 2019, tourism spending within the Municipality of Jasper and Jasper National Park totaled \$523 million. This spending generated an estimated \$450 million in GDP, supported 5,100 jobs, and produced \$69 million in taxes¹

HOW WE KEPT THE ECONOMY MOVING



Community Partner Highlights

Red Cross & Government of Alberta: \$2 million in emergency assistance provided to eligible small businesses and not-for-profits

Community Futures & PrairesCan: Provided \$2.17 million in non-repayable contributions to 236 businesses

Jasper Education & Employment Centre: Assisted 800+ temporary foreign workers in securing or extending work permits

Chamber of Commerce: Centralized communications providing the business community with essential recovery updates

COMMERCE CONTINUITY INITIATIVE



POP-UP VILLAGE



INTERIM INDUSTRIAL PARK



LAYDOWN SITES



BOOSTING ECONOMIC ACTIVITY



Parks Canada operations supporting economic recovery:

- Rapid assessment of infrastructure and hazard tree removal to support reopening
- 75% frontcountry and 100% backcountry campsites open (2025)
- 85% (29/34) of Jasper National Park day-use areas opened
- Coordinated visitor messaging
- Opened alternative winter canyon opportunities for guided businesses
- Regional and national campaigns supporting return of visitors
 - E.g. Canada Strong Pass

Government of Canada:
Provided \$3.25 million in tourism recovery funding

Tourism Jasper, Travel Alberta, and Destination Canada ran the "Jasper You Know" campaign to promote visitation

WHY THIS WORK IS INTERCONNECTED



Interim Housing

- Individuals housed/in-process of being housed: 676
- Camping & Winter staff seasonal dorm offering

Debris Removal

- 99% of commercial properties cleared of debris

Construction Coordination

- 41 commercial properties in various phases of rebuild

Social Recovery

- Social recovery supports employee and employer stability

Joint Town Rebuild

- Increase in Parks Canada planning and development team staffing and creation of temporary use policies

General Policy/Advocacy

- Housing Action Plan - Goal of 240 net new long-term units
- Business License interim adaptions

COMMERCIAL REBUILD PROGRESS

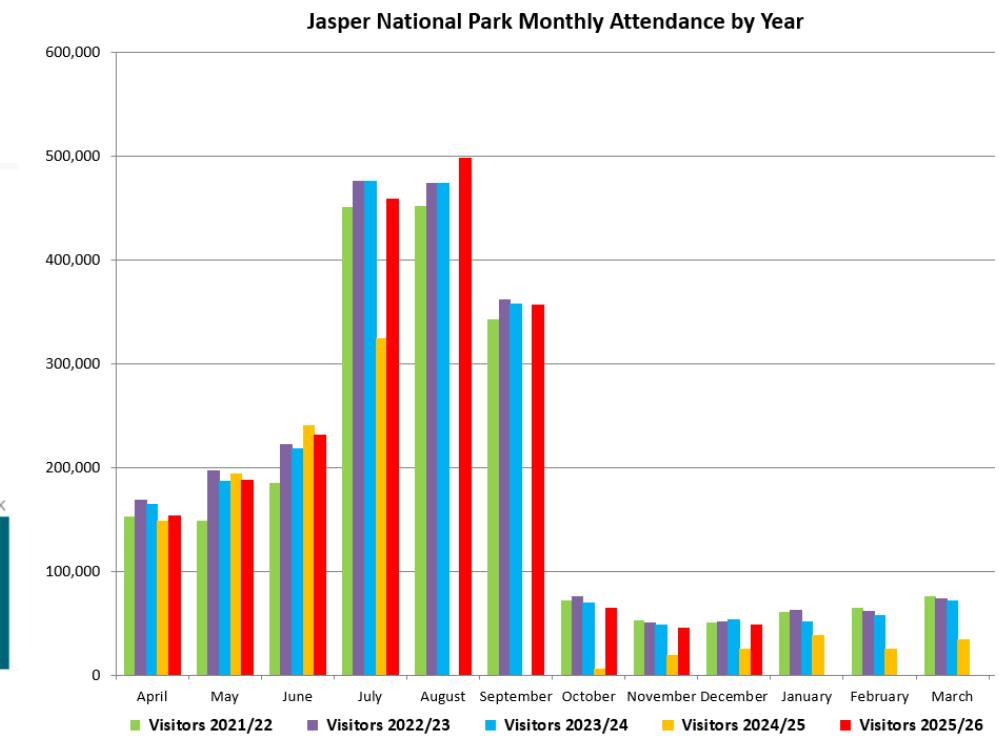
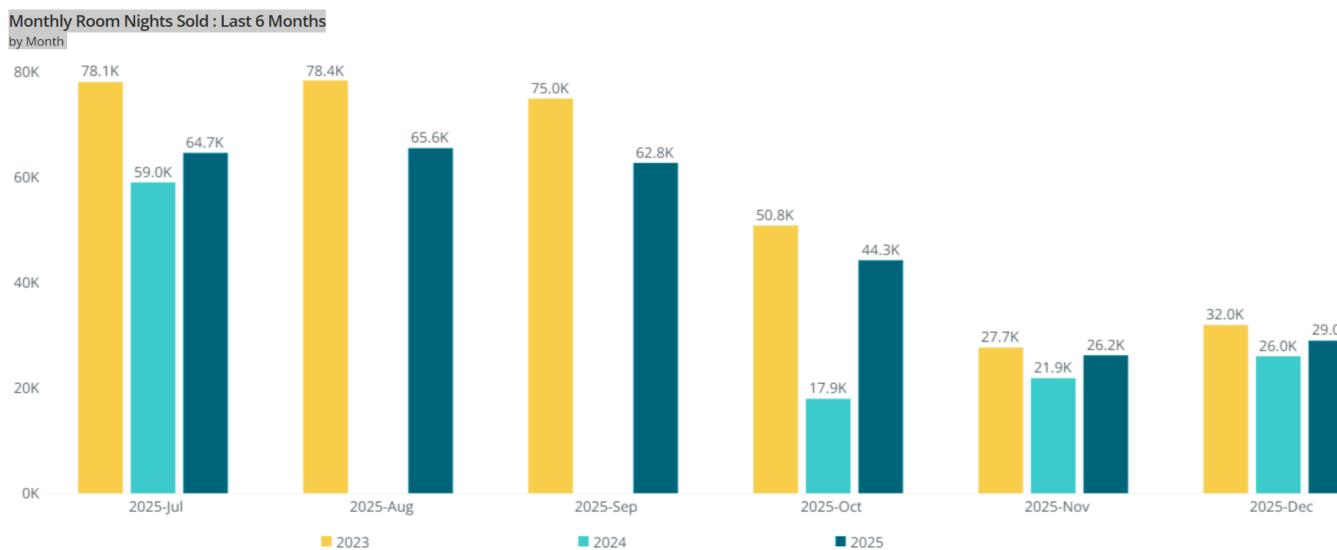
Updated January 12, 2026

Rebuild status of commercial properties impacted by the 2024 Jasper wildfire within Jasper National Park and the Municipality of Jasper

Phases 1 & 2: Prepare & Design	Phase 3A: Application Process	Phase 3B: Building Permit Approved	Phase 4: Build	Phase 5: Occupancy
23	5	6	5	2

RECOVERY IN MOTION

- Businesses reopening, reinvesting, and adapting operations
- Parks Canada reports ~2.1 million visitors to Jasper National Park in 2025
- Occupancy rates showing strong progression



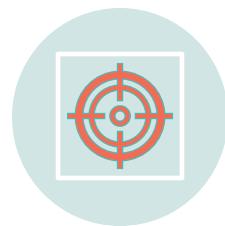
JRCC ECONOMIC FOCUS AREAS FOR 2026



CONTINUE BUSINESS RETENTION INITIATIVES, COORDINATION, AND ADVOCACY WHILE PROACTIVELY MONITORING EMERGING RISKS



ADVANCE INTERIM WORKFORCE HOUSING SOLUTIONS ALIGNED WITH COMMUNITY NEEDS



UPDATE AND MODERNIZE THE MUNICIPALITY'S BUSINESS LICENSE SYSTEM



EXPAND INDIGENOUS PARTNERS' PARTICIPATION THROUGH CONTRACTING, PROCUREMENT, BUSINESS LICENSING, AND OTHER OPPORTUNITIES



SUSTAIN MOMENTUM WHILE ADDRESSING ONGOING CHALLENGES FOR BUSINESSES, RECOGNIZING THAT THERE IS STILL A LONG ROAD AHEAD

Key Examples:

- Non-Operational Business Status Assessment
- Hosting Economic Development Training for Elected officials (February 2026)
- Economic Impact and Opportunities Assessment Results Review



- Valley of Five Lakes opening Spring 2026
- Offering campsites to support local business staff again in 2026



DIRECTOR'S REPORT

Courtney Donaldson

Director of Operations and Utilities

July 15, 2025 – January 15, 2026

Major Projects

- Phase I of the Activity Centre Parking Lot East Project substantially completed prior to snowfall
- Request for Standing Offer for Municipal Engineering Services concluded and set to be awarded to 3 Proponents
- Water Meter Replacement Project & Lagoon Equalization RFPs concluded and set to be awarded
- Skatepark project completion in September 2025
- Ops interior building renovation wrapping up
- Close out of the activity centre renovation project and deficiency list 1 year post completion
- Started chartering/scoping transportation master plan
- Updating Water, Sewer, Cemetery bylaws and Memorial Bench Program

Staffing

- Operations Service
 - Grounds Winter & recovery positions all successfully filled
 - Arena/Grounds worker (new position of two former term positions) successfully filled
 - HEO I position remains vacant in roads, backfilling with internal employees in grounds and solid waste
 - Successfully hired Lead Hands for Grounds and Solid Waste teams
- Maintenance, Fleet & Assets
 - Continue to have a vacancy for HD Technician (Mechanic), which has lasted for more than two years
 - Currently have a grade 11 RAP student for automotive mechanic
 - Maintenance team to return to full staffing by the end of February
 - Custodian I position filled to service the Operations compound, bylaw building, and emergency services building.
- Utilities
 - Construction Coordinator Utilities position filled

Service Trends

- Operations Service
 - Snow removal is the central focus of the operations service team during December and into January
 - Removed 25,000 m³ of snow from streets and grounds crew is maintaining an extra 5km of sidewalk
 - Cemetery – 20 burials booked and 30 inquiries from July to December 2025
- Maintenance, Fleet, & Assets
 - Updating fleet records and driver files
 - Maintenance - 82 open work orders, 8 on hold, 2 in progress, and 460 completed in last three months (464 requests from October 15, 2025 to January 15, 2026)
 - Power blips that are occurring more or less weekly are hard on equipment and team members
- Utilities
 - Extensive workload related to utility coordination, placement, and projects in multiple areas
 - Production Pump 1 is down and replacement is on order with 8 week lead time
 - Primary clarifier broken and completing root cause analysis surrounding the failure
- Transit
 - 59,909 riders in 2025 via the school, local, and regional transit routes

Communications & Engagement

- Asset Management Committee meeting and moving forward
 - Software evaluation nearing finalization
- Custodial survey and analysis

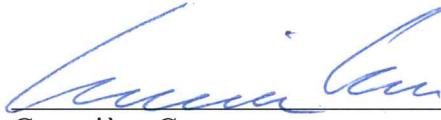


**Certification of Municipality of Jasper
Bylaw #273
Supplementary Assessment of Improvements 2026**

I, Geneviève Caron, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw #273, which received its first and second reading on the 6th day of January 2026 by the Council of the Municipality hereby certify with respect to Bylaw #273 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 15th day of January 2026



Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #273

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE SUPPLEMENTARY ASSESSMENT OF IMPROVEMENTS FOR THE TAXATION YEAR 2026.

WHEREAS pursuant to the provisions of the *Municipal Government Act* (RSA 2000, cM-26), a municipality may adopt a bylaw authorizing supplementary assessments to be prepared for the purpose of imposing a tax in the same year;

NOW THEREFORE the Council of the Specialized Municipality of Jasper, in the Province of Alberta, duly assembled, enacts:

1. Citation

- 1.1 This Bylaw may be cited as the “Supplementary Assessment of Improvements Bylaw 2026”.
- 1.2 The Specialized Municipality of Jasper Bylaw #264 “Supplementary Assessment of Improvements Bylaw 2025” is hereby repealed.

2. Definitions

- 2.1 In this Bylaw:
 - 2.1.1 “*Council*” means the Council of the Specialized Municipality of Jasper;
 - 2.1.2 “*Municipality*” means the Specialized Municipality of Jasper in Jasper National Park in the Province of Alberta;

3. Supplementary Assessment

- 3.1 Council hereby directs the assessor for the Municipality to prepare supplementary assessments for improvements in the Municipality if such improvements:
 - 3.1.1 are completed in the year in which they are to be taxed;
 - 3.1.2 are occupied during all or any part of the year in which they are to be taxed; or
 - 3.1.3 are moved into the Municipality during the year in which they are to be taxed and will not be taxed in that year by another municipality.
- 3.2 The Municipality shall prepare and maintain a supplementary assessment roll within the times and in the manner set out in the *Municipal Government Act* (RSA 2000, cM-26).

4. Severance

- 4.1 If any section in this bylaw is found to be invalid by a court of competent jurisdiction, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

5. Coming into Force

5.1 This Bylaw shall come into force and effect on the date of final passing thereof.

READ a first time this 6th day of January 2026

READ a second time this 6th day of January 2026

READ a third time and finally passed this day of 2026

Mayor

Chief Administrative Officer

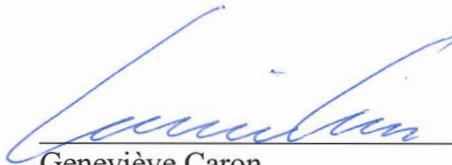


**Certification of Municipality of Jasper
Bylaw #274
Supplementary Tax Bylaw 2026**

I, Geneviève Caron, Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw #274, which received its first and second reading on the 6th day of January 2026 by the Council of the Municipality hereby certify with respect to Bylaw #274 that:

- 1) there are no impacts on the environment, or that any environmental impacts can be appropriately mitigated; and
- 2) there is no encroachment on Canada’s authority in the areas of land use planning and development.

Dated at the Town of Jasper, in the Province of Alberta, this 15th day of January 2026



Geneviève Caron
Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #274

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE IMPOSITION OF A SUPPLEMENTARY TAX FOR THE TAXATION YEAR 2026.

WHEREAS pursuant to the *Municipal Government Act* (RSA 2000, cM-26), a municipality may authorize the imposition of a supplementary tax;

NOW THEREFORE, the Council of the Specialized Municipality of Jasper, in the Province of Alberta, duly assembled, enacts:

1. Citation

- 1.1 This Bylaw may be cited as the "Supplementary Tax Bylaw 2026".
- 1.2 The Specialized Municipality of Jasper Bylaw #265 "Supplementary Tax Bylaw 2025" is hereby repealed.

2. Definitions

- 2.1 In this Bylaw:
 - 2.1.1 "*Council*" means the Council of the Specialized Municipality of Jasper;
 - 2.1.2 "*Chief Administrative Officer*" means the individual duly appointed to that position for the Specialized Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
 - 2.1.3 "*Municipality*" means the Specialized Municipality of Jasper National Park in the Province of Alberta;

3. Supplementary Tax

- 3.1 Council hereby directs the Chief Administrative Officer to levy on all properties listed on the supplementary ~~tax~~ roll established pursuant to the Municipality's Supplementary Assessment of Improvements Bylaw 2026, taxed at the rate established in the Municipality's Tax Rate Bylaw 2026.

4. Severance

- 4.1 If any section in this bylaw is found to be invalid by a court of competent jurisdiction, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

5. Coming into Force

- 5.1 This bylaw shall come into force and effect on the date of final passing thereof.

READ a first time this 6th day of January 2026

READ a second time this 6th day of January 2026

READ a third time and finally passed this day of 2026

Mayor

Chief Administrative Officer

MUNICIPALITY OF JASPER
BYLAW #275

BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE LEVYING AND COLLECTION OF FEES FOR THE PROVISION OF WATER, SEWER, SOLID WASTE AND RECYCLING SERVICES IN 2026.

WHEREAS the *Municipal Government Act* (RSA 2000, cM-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to customers in the Municipality and, subject to Council approval, to customers outside the Municipal boundaries;

AND WHEREAS the *Municipal Government Act* authorizes a municipality to pass a bylaw respecting public utilities and services provided by the municipality;

NOW THEREFORE the Council of the Specialized Municipality of Jasper, in the province of Alberta, duly assembled, enacts:

1.0 Citation

- 1.1 This bylaw may be cited as Bylaw #275 "Utility Fees Levy and Collection Bylaw 2026".
- 1.2 This bylaw rescinds Bylaw #266 "Utility Fees Levy and Collection Bylaw 2025".

2.0 Definitions

- 2.1 In this bylaw

- 2.1.1 "apartment building" shall mean a single building comprised of three or more dwelling units, not including secondary suites with shared entrance facilities, where none of the dwelling units are rented or available for rent or occupation for periods less than 30 days;
- 2.1.2 "apartment unit" shall mean a dwelling unit in an apartment building;
- 2.1.3 "black water" shall mean de-watered or partially de-watered sludge forming a semi-liquid mass and includes accumulated settled solids deposited in holding tanks, pit latrines, sewage lagoons and septic tanks;
- 2.1.4 "bulk water" shall mean water obtained from the water system by truck, tanker or similar means, and at such times and locations as may be designated by the CAO;
- 2.1.5 "chief administrative officer" (CAO) means the chief administrative officer of the Municipality of Jasper or designate;
- 2.1.6 "dwelling unit" shall mean one or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy by a household with facilities to sleep, cook and eat, and with its own sanitary facilities;
- 2.1.7 "community non-profit rate" shall mean the community non-profit rate specified in **Schedule 1** which shall apply to:
 - 2.1.7.1 Parcel R9, Lot 2 (Jasper United Church);

- 2.1.7.2 Parcel C (St. Mary and St. George's Anglican Church);
- 2.1.7.3 Block A, Lot 1 (Our Lady of Lourdes Catholic Church);
- 2.1.7.4 Block 18, Lot 14 (Jasper Lutheran Church);
- 2.1.7.5 Block 26, Lot 13 (Jasper Pentecostal Church);
- 2.1.7.6 Block 4, Lots 19-20 (Jasper Baptist Church);
- 2.1.7.7 Block 5, Lot 4 (Jasper Park Chamber of Commerce, Robson House);
- 2.1.7.8 Parcel A, Lots 3A and 4A (Jasper-Yellowhead Historical Society);
- 2.1.7.9 Block 36, Lots 31 and 32 (Jasper Municipal Library);
- 2.1.7.10 Athabasca Park (Parks Canada Administration Building),
- 2.1.7.11 Un-surveyed lot known as Parcel U-124 (Friends of Jasper National Park and public washroom building), and
- 2.1.7.12 Block 5, Lots 5 and 6 (Tourism Jasper Jackman House)

- 2.1.8 "grey water" shall mean the fouled water supply of residences and businesses, and includes water-carried human wastes;

- 2.1.9 "leaseholder" shall mean a grantee or a person or other legal entity holding a valid lease or licence of occupation with the federal Crown for the use or occupation of land in Jasper National Park, and shall mean Canadian National Railway in respect of lots or land parcels held by Canadian National Railway, and shall mean Jasper National Park of Canada in respect to lots or land parcels held by the Crown;

- 2.1.10 "multi-unit dwelling" means one or more single buildings designed to contain three or more dwelling units not including secondary suites where none of the dwelling units are rented or available for rent or occupation for periods of less than 30 days;

- 2.1.11 "Municipality" shall mean the Municipality of Jasper;

- 2.1.12 "sewer system" shall mean the sanitary sewer system owned and operated by the Municipality and all accessories and appurtenances thereto, and shall include the wastewater treatment plant;

- 2.1.13 "water meter" shall mean a device designated and installed by the Municipality in each water service for the purpose of measuring water volume, and

- 2.1.14 "water system" shall mean the water system owned and operated by the Municipality of Jasper and all accessories and appurtenances thereto.

- 2.1.15 "zone" shall mean a zone established by a planning regime.

3.0 Water Rate

- 3.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to the water system shall pay a water charge(s) as shown in **Schedule 1**.

- 3.2 The volume of water consumed will be measured by a water meter.

4.0 Combined Water and Sewer Rate

- 4.1 Every leaseholder of a lot or land parcel in the Municipality that is connected to both the water and the sewer systems shall pay a sewage charge(s) as shown in **Schedule 1**. The equivalent combined rate would be the sum of the water rate and the sewage rate.
- 4.2 The volume of sewage is calculated as being equal to the volume of water consumed by that leaseholder. The volume of water consumed will be measured by a water meter.

5.0 Sewer Rate (not connected to Municipal water supply)

- 5.1 Every leaseholder of a lot or land parcel in the Municipality that is connected solely to the sewer system shall pay a sewage charge calculated as a percentage of the annual operating cost of the Jasper wastewater treatment plant equal to the volume of sewage that leaseholder contributes to the wastewater treatment plan expressed as a percentage of total flows received at the plant.
- 5.2 Every leaseholder to whom section 5.1 applies shall provide a means approved by the Municipality of measuring the volume in cubic meters of sewage entering the sewer system from the leaseholder's lot or land parcel.

6.0 Trucked Waste

- 6.1 Every leaseholder of a lot or land parcel in the Municipality that is not connected to either the water or the sewer system shall pay a sewage charge as per **Schedule 1**:
 - 6.1.1 for each cubic meter of grey water deposited in the sewer system; and
 - 6.1.2 for each cubic meter of black water deposited in the sewer system.
- 6.2 Every leaseholder to whom section 6.1 applies shall establish and maintain a municipal sewage account and the Municipality shall charge the service fee specified in **Schedule 1** for the establishment of the account.
- 6.3 Every leaseholder to whom section 6.1 applies who deposits grey water or black water sewage into the sewer system at any time when a member of the operating staff of is not present at the plant, and whose deposit results in a circumstance requiring the presence of a member of the operating staff, the Municipality shall charge the leaseholder the wastewater treatment plant call-out fees specified in **Schedule 1**.

7.0 Bulk Water

- 7.1 Every hauler of bulk water shall pay bulk water fees calculated as the volume of water obtained from the water system multiplied by the water rate specified in **Schedule 1**.
- 7.2 Every purchaser of bulk water not having an existing municipal bulk water account shall establish such an account and the Municipality shall charge the service fee specified in **Schedule 1** for the establishment of the account.

8.0 Solid Waste

- 8.1 The Municipality shall, with respect to every leaseholder of a lot or parcel located in the Municipality, charge the fees specified in **Schedule 1** for solid waste collection.
- 8.2 In the event the Parks Canada Agency increases the fees charged to the Municipality for the provision of solid waste services, the CAO may increase the fees specified in

Schedule 1 to the extent necessary to recoup those increased costs. The revised fees shall be advertised by the Municipality.

- 8.3 The Municipality shall establish a daily solid-waste collection schedule ensuring that solid waste collection is normally completed no later than 1:00 p.m. of each operating day. If an extra pickup is required on any operating day it shall be subject, in addition to the fees prescribed in section 10.1 herein, to the off-schedule surcharge specified in **Schedule 1**.
- 8.4 Every leaseholder of an institutional lot or parcel in the Municipality shall pay solid waste fees at the commercial rate specified in **Schedule 1** unless such zone or parcel:
 - 8.4.1 is listed in section 2.1.7 as subject to the community non-profit rate; or
 - 8.4.2 is used solely for residential purposes, in which case solid waste fees shall be levied in accordance with the character of such use; and
 - 8.4.3 no water, sewer or solid waste accounts shall be levied in respect of Parcel CA.

9.0 Parks Canada Agency

- 9.1 The Parks Canada Agency shall pay water, sewer and solid waste charges on properties it uses and occupies within the Municipality as though it were a leaseholder.
- 9.2 The Municipality shall, in respect to its lots or land parcels in Jasper National Park of Canada outside the Municipality that are not connected to either the water or the sewer system, levy a sewage charge for each cubic meter of sewage deposited in the sewer system calculated at 0.8 multiplied by the per cubic meter trucked waste charge specified in section 6.1.
- 9.3 Occupants of Parks Canada Agency lands zoned "R1", "R2", "R3" or "R4" shall pay the solid waste charges specified in **Schedule 1** unless the Municipality is requested in writing by the Parks Canada Agency to direct such accounts elsewhere.
- 9.4 Parcel GJ shall be exempt from solid waste fees.

10.0 Recycling Fee

- 10.1 Every leaseholder of a lot or parcel upon whom the Municipality levies fees for solid waste collection shall also be charged the recycling fee specified in **Schedule 1** which fee shall be contributed to recycling operating budgets.
- 10.2 Every leaseholder referred to in section 10.1 and who is the subject of more than one solid waste account with the Municipality shall pay the recycling fee with respect to each of their solid waste accounts.

11.0 Accounts

- 11.1 Accounts shall be rendered to the leaseholder, except that:
 - 11.1.1 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned R3 in respect to which:
 - 11.1.1.1 each dwelling unit is serviced by an individual water meter;

Municipality of Jasper Bylaw #275
Utility Fees Levy and Collection Bylaw 2026

- 11.1.1.2 not less than 10 rental dwelling units are located within a single leasehold; and
- 11.1.1.3 the leaseholder has provided to the Municipality current postal addresses for the tenants of the rental dwelling units and has requested in writing the accounts be sent to those addressed; and
- 11.1.1.4 the Municipality shall hold the leaseholder fully and entirely responsible for the payment of such accounts in the event the Municipality's reasonable efforts to collect such accounts prove unsuccessful.

11.2 water charge accounts shall be rendered to the tenants of rental dwelling units upon lands which are zoned CV-2, CO, CP, or CN.

11.2 Accounts shall be due and payable to the Municipality when rendered. Failure to receive an account shall not affect the liability to pay the account.

11.3 Utility Service Charges, shall constitute a debt to the Municipality which may be recovered:

- a. By transferring the Outstanding Balance to the Tax Roll of the property owner, or
- b. By action in any Court of competent jurisdiction, or
- c. By distress upon and seizure of the goods and chattels of the person owing such rates or charges wherever they may be found in the Municipality.

11.3.1 Utility Service Charges, which are six (6) months in arrears will be transferred to Property Taxes and a \$50.00 Administration fee will be added to the account in the event of a transfer to Property Taxes.

11.4 The Municipality may terminate water services to any leaseholder when their municipal utility service charges are in arrears by 60 days or more from the rendering of the account.

11.5 When a new account is established the Municipality shall charge the leaseholder the administration fee specified in **Schedule 1** for the establishment of the account.

11.6 For any services requested on or after June 1, 2009, a tenant to which section 11.1.2 applies, shall pay the Municipality the non-interest-bearing deposit specified in **Schedule 1**. The deposit shall be:

- 11.6.1 held on deposit by the Municipality for the full period for which services are delivered to the tenant; and
- 11.6.2 applied to any outstanding service account balance at the conclusion of the full period in which water services are delivered to the depositor or in the event no outstanding account balance exists, returned to the depositor.

Municipality of Jasper Bylaw #275
Utility Fees Levy and Collection Bylaw 2026

12.0 Penalties

12.1 The penalty for late payment of service accounts shall be 2% per month (26.82% per annum) beginning on the 31st day after the rendering of the account.

13.0 Severance

13.1 If any section in this bylaw is found by a court of competent jurisdiction to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

COMING INTO FORCE

This bylaw shall come into force on the date of final passing thereof.

READ a first time this 6th day of January 2026.

READ a second time this 6th day of January 2026.

READ a third and final reading this day of 2026.

Mayor

Chief Administrative Officer

Municipality of Jasper Bylaw #275
Utility Fees Levy and Collection Bylaw 2026

Schedule 1

	01-Jan-26	per	per year
GARBAGE			
Garbage Residential In Town	\$68.44	billing	\$410.65
Garbage Commercial In Town	\$363.70	billing	\$2,182.22
Duplex - 1 side/Condo's/Row House	\$54.75	billing	\$328.50
Duplex - Both Sides (G03 x 2)	\$109.50	billing	\$656.99
Garbage S Block - Industrial Park	\$181.85	billing	\$1,091.11
Community Non-Profit Rate	\$64.77	billing	\$388.62
Garbage Fees - Four Plex (G03 x 4)	\$219.01	billing	\$1,314.05
Additional Garbage Pick-Ups	\$94.23	additional	
Multi-dwelling district lot - apartment building, per apartment	\$30.80	billing	\$184.79
Multi-dwelling district lot - Per multi-unit dwelling	\$52.90	billing	\$317.42
Additional Garbage Pick ups or self dumping	\$24.89	cubic yard	
Commercial off-schedule surcharge per pick up	\$24.89	pick up	
Additional pick up of solid waste not stored in solid waste container	\$154.41	hour	
Municipal Bin Rental (Does not include monthly fees/tipping)	\$300.00	billing	
RECYCLING			
Recycle Fee - Residential	\$41.74	billing	\$250.45
Recycle Fee - Commercial	\$153.00	billing	\$917.99
Recycle Fee Duplex (RECY01 x 2)	\$83.50	billing	\$500.97
Out of Town Commercial Recycling			
Standard Recyclable Materials	\$0.50	kg	
All Plastics	\$0.35	kg	
Account Set up - One time Administration Fee	\$50.00	account	
SEWER			
Sewer Consumption (0-35 m3)	\$2.35	cubic meter	
Sewer Consumption (35-65 m3)	\$2.58	cubic meter	
Sewer Consumption (66-500 m3)	\$3.29	cubic meter	
Sewer Consumption (501+ m3)	\$4.05	cubic meter	
Connection <=1"	\$16.49	billing	\$98.96
Connection =1.5"	\$85.78	billing	\$514.67
Connection >1.5"	\$128.67	billing	\$772.04
Capital <=1"	\$48.83	meter/billing	\$292.99
Capital =1.5"	\$244.19	meter/billing	\$1,465.11
Capital >1.5"	\$433.42	meter/billing	\$2,600.51
Trucked grey water	\$14.37	cubic meter	
Trucked black water	\$22.72	cubic meter	
WW Call out for first 3 hours	\$399.19	1st 3 hrs	
WW Call out for every hour exceeding 3 hours	\$133.06	hr over 3 hrs	
WW Service fee (section 6.2, 7.2)	\$110.89	account	
Sani Dump Station	\$10.00	transaction	
WATER			
Water Consumption (0-35 m3)	\$0.83	cubic meter	
Water Consumption (35-65 m3)	\$0.85	cubic meter	
Water Consumption (66-500 m3)	\$1.04	cubic meter	
Water Consumption (501+ m3)	\$1.34	cubic meter	
Connection <=1"	\$33.69	billing	\$202.13
Connection =1.5"	\$175.20	billing	\$1,051.18
Connection >1.5"	\$262.80	billing	\$1,576.81
Capital <=1"	\$37.74	meter/billing	\$226.43
Capital =1.5"	\$188.66	meter/billing	\$1,131.99
Capital >1.5"	\$334.89	meter/billing	\$2,009.33
Bulk Water Minimun (section 7.1)	\$11.75	cubic meter	
Water Service Deposit (section 11.6)	\$244.02	account	
GENERAL			
Administration Fee (section 11.3.1 and 11.5)	\$50.00	transaction	

AGENDA ITEM 6.5

REQUEST FOR DECISION

Subject: 2026 Board & Committee Appointments
From: Bill Given, Chief Administrative Officer
Prepared by: Emma Acorn, Legislative Services Coordinator
Date: January 20, 2026



Human Resources Committee Recommendation:

- That Council appoint Madison Kinshella to the Communities in Bloom Committee for a term commencing January 1, 2026 and concluding December 31, 2027.

Alternatives:

- Not to appoint applicants and re-advertise board and committee vacancies.

Background:

Annual advertising took place in November on the Municipality's website, social media, and in the Jasper Local to recruit board members for the Jasper Municipal Library Board (JMLB) and the Communities in Bloom Committee (CIB). The deadline for applications was November 24th. As not enough applications were received for the vacancies on the CIB Committee, the positions were readvertised with a new deadline of January 2, 2026.

The updated terms of reference for the CIB Committee gives Council the ability to appoint members to either a one- or two-year term. The last appointments made commenced January 1, 2024 and will conclude December 31, 2025.

Of As of January 1, 2026 the Communities in Bloom Committee will still have one vacancy as only two applications were received for three spots. Three additional applications were received before the updated deadline.

Each application has been forwarded to Council's Human Resources Committee for review. The Committee is scheduled to share its recommendations with Council at the January 20, 2026 Regular meeting.

Relevant Legislation:

[Procedure Bylaw #190](#)

Strategic Relevance:

Organizational Health

- Striving to improve the organizational health of the Municipality of Jasper by fostering Council-Staff relationships and enhancing operational effectiveness, efficiency, responsiveness and adaptability

Financial:

There is no remuneration for sitting on Council's boards and committees.

Follow Up Actions:

Applicants will be notified if they have or have not been appointed to the board or committee of their choice. Successful applicants will be put in contact with respective board and committee chairs for further instruction.

Attachments:

- Current list of members for Communities in Bloom Committee
- [Communities in Bloom Terms of Reference](#)

Municipality of Jasper

Boards & Committees 2026

Communities in Bloom



Member	Original appt. date	Term commencing	Term concluding	Eligible for further term
Miranda Raven, 1 st term	Dec 2, 2025	Jan. 1, 2026	Dec.31, 2027	Yes
Shawnee Janes Wilson, 1 st term	Dec 2, 2025	Jan. 1, 2026	Dec.31, 2027	Yes
Vacancy for 2026	-	-	-	-
Councillor Danny Frechette	Reviewed annually			

**Communities in Bloom Advisory Committee
Terms of Reference**

1. Purpose & Responsibilities of the Committee

To foster community pride and engagement in maintaining the appearance and liveability of Jasper, and; to provide an effective link between the community and Municipal Administration in order to contribute to the long term success of the Municipality's participation in the Communities in Bloom program and local beatification and environmental initiatives by;

- 1.1. Contributing ideas and expertise to inform administration's long and short-term business planning, and to assist in determining appropriate goals and objectives with respect to beatification and environmental initiatives;
- 1.2. Assisting in the identification of strengths and weaknesses in local beatification and environmental initiatives;
- 1.3. Encourage positive relations with the community which support the Municipality's efforts and to provide input on the marketing, education, and promotion of the Municipality's beatification and environmental programs;
- 1.4. To be kept informed of special events, promotions and public campaigns.

2. Membership

The Communities in Bloom Advisory Committee will consist of the following:

- 2.1. (1) Councillor;
- 2.2. (3) Public Members, and;
- 2.3. In addition to the regular members above, the following organizations will also be invited to recommend one (1) member each to the committee:
 - Parks Canada,
 - Tourism Jasper,
 - Jasper Park Chamber of Commerce

2.4 Members will be appointed by decision of the Municipal Council to a one or two year term.

2.5 The Chair of the Committee will be a Councillor and shall be appointed by Council on the recommendation of the Mayor.

3. Quorum and Voting

- 3.1. The quorum for the Communities in Bloom Advisory Committee shall be the majority of the Members appointed.
- 3.2. The Committee will make recommendations to administration or Council by consensus on any issues but is not a decision making body.

4. Meetings & Minutes

- 4.1. The committee will meet at least 2 times per year.
- 4.2. Meetings shall not exceed 1.5 hours in length unless the members present unanimously consent to an extension.
- 4.3. Notice of all meetings shall be given to all Council members.

4.4. Notice of meetings is deemed to be given by circulation of the agenda, together with supporting documentation, at least 2 business days prior to the meeting.

5. Administrative Support

5.1. The committee shall be supported by the Operations and/or the Community Development department(s).

6. Reporting Relationship

6.1. The committee shall act in an advisory capacity to Council and Municipal Administration

6.2. The committee may recommend items to Council or Administration for consideration and action.

6.3. A rationale shall be provided to the Committee by Administration for action/inaction on recommendations.

7. Funding

7.1. Funding for the operation of the committee shall be determined by council through the annual budget process.

8. Terms of Reference

8.1. The Committee's Terms of Reference may only be approved and amended by Council at a regular meeting.