

MUNICIPALITY OF JASPER  
**PUBLIC HEARING AGENDA**  
March 24, 2024 | 1:30 pm  
[Municipality of Jasper Strategic Priorities 2026-2030](#)



**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 Public Hearing Agenda, March 24, 2026 attachment

*Recommendation: That Council approve the agenda for the Public Hearing of March 24, 2026 as presented.*

**3 NEW BUSINESS**

3.1 Public Hearing – Jasper Off-Site Levies Bylaw 2026 attachment

3.1.1 Presentation by Administration

3.1.2 Public Presentations

3.1.3 Close the Public Hearing

3.2 Consideration of Second Reading of the Jasper Off-Site Levies Bylaw 2026

*Recommendations:*

*That Council give second reading to the Jasper Off-Site Levies Bylaw 2026. OR*

*That Council give second reading to the Jasper Off-Site Levies Bylaw 2026 as amended:*

**4 ADJOURNMENT**

*Recommendation: That, there being no further business, the Public Hearing of March 24, 2026 be adjourned at \_\_\_\_\_.*

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

## REQUEST FOR DECISION



**Subject:** Adoption of Jasper Off-Site Levies Bylaw (2026)  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Marley Pollock, Town Planner  
**Reviewed by:** Beth Sanders RPP, Director of Urban Design & Standards  
Courtney Donaldson, Director of Operations & Utilities  
Leanne Pelletier, Municipal Housing Manager  
Lucas Sherwin RPP, Development Planning Manager  
Natasha Malenchak, Director of Finance & Administration

**Date:** February 10, 2026

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### Recommendation:

- That Committee recommend Council give first reading to the Jasper Off-Site Levies Bylaw (2026) as presented; and
- That Committee recommend that Council set the date, time, and location of the public hearing for March 17, 2026, at 1:30 p.m. in the Quorum Room.

### Alternatives:

- That Committee recommend that Council set an alternate the date, time, and location of the public hearing.

### Background:

- **April 2015**, The Municipality's current [Off-site Levies Bylaw \(#187\)](#) was adopted.
- **July 2025**, the Municipality hosted two targeted workshops with local builders, contractors, and industry professionals to review and discuss the proposed 2025 Off-Site Levies Bylaw (summary attached).
- **August 2025**, Committee directed Administration to revisit the Jasper Off-Site Levies Bylaw and return to Committee of the Whole following the 2025 municipal election.
- **September 2025**, Council adopted the [Jasper Off-Site Levy Update \(2025\)](#).
- **September 2025**, Council adopted the [Jasper Utility Master Plan \(2025\)](#).
- **January 2026**, Administration engaged directly with local residents through two in-person public engagements. These sessions were advertised through the *Jasper Local* e-newspaper, Municipality of Jasper social media channels, and the Engage Jasper platform. In total, five (5) residents attended the sessions (summary attached).

### Discussion:

An off-site levy is a charge imposed by a municipality and collected as a condition of development. The purpose is to allow municipalities to recover capital costs for new or expanded municipal infrastructure required to support new growth.

### Current challenges

Jasper's current Off-Site Levies Bylaw, adopted in 2015, no longer address the Municipality's infrastructure needs. The rates established nearly a decade ago are outdated and do not reflect the current costs of providing growth-related infrastructure. As a result, the Municipality is not collecting sufficient funds to cover the infrastructure required for net new development, and over time the financial responsibility has shifted from those benefiting from growth to the rest of the general tax base. Without updated rates, the gap between costs and revenues continues to widen, placing increasing pressure on municipal resources. In addition, the existing bylaw has proven difficult to administer in some areas, leading to added complexity for both staff and the public.

### Purpose of a new Off-Site Levies Bylaw

Updating the Off-Site Levies Bylaw offers an opportunity to realign costs with today's realities, simplify administrative practices, and ensure that growth contributes more fairly to the infrastructure it requires.

The proposed bylaw will modernize the Municipality of Jasper's framework for calculating, collecting, and administering levies by:

1. Providing clarity for users of the bylaw (administration, builders and contractors).
2. Providing predictability for the building industry.
3. Increasing transparency about how off-site levies are used and reported.
4. Ensuring that net new development pays for additional needed growth-related infrastructure.
5. Ensuring the cost calculations reflect current infrastructure needs and costs.
6. Aligning the Municipality's off-site levy practice with the requirements of the Municipal Government Act (Alberta).

### Capital budget planning

The Utility Master Plan (2025) and the Off-Site Levy Update (2025) identify existing infrastructure capacity, outline where upgrades or expansions will be needed to support new development and provide a methodology for distributing the associated capital costs for net new development through off-site levies in a transparent and equitable manner.

Without an effective off-site levies bylaw, the Municipality is left without the proper tools to recover the true costs of growth-related infrastructure demands which must ultimately be absorbed by the general tax base.

### Industry and community engagement

Feedback received through both industry and community engagement emphasized the importance of fairness and clarity, principles that this bylaw advances through evidence-based calculations and transparent administrative procedures.

As the adoption of an off-site levies bylaw is a statutory requirement under the Municipal Government Act (MGA), Council must hold a public hearing prior to giving second and third readings. In accordance with the MGA, notice of the public hearing must be advertised a minimum of two (2) weeks in advance, providing an opportunity for members of the public to review the proposed bylaw and make presentations to Council.

The Municipality of Jasper will meet these requirements in accordance with both the MGA and the Municipality's Advertising Bylaw, which prescribes the methods, timing, and content of public notices. Administration will ensure that notice of the public hearing is published in the required local media, posted on the Municipality's website, and shared through other prescribed communication channels to ensure broad

public awareness. This process supports transparency, accountability, and meaningful public participation in Council's consideration of the proposed Off-Site Levies Bylaw.

**Strategic Relevance:**

- Invest in infrastructure to support housing.
- Ensure residents receive quality service that provides strong value for dollar.
- Invest in developing community focused housing units.
- Take active and strategic steps to advance Jasper's interests, including the acquisition of land-use planning and development authority and attaining Resort Municipality Status.
- Build our internal capacity to advance our housing priorities.

**Inclusion Considerations:**

The proposed bylaw supports inclusion by enabling infrastructure growth to accommodate the development of additional housing in Jasper, as identified in the Housing Action Plan. Further, off-site levies are a means to ensure equitable development infrastructure costs, where net new development covers the costs for net new development, rather than the general tax base.

**Relevant Legislation:**

- *Alberta Municipal Government Act*
- [Municipality of Jasper Off-Site Levies Bylaw #187 \(2015\)](#)
- [Municipality of Jasper Advertising Bylaw #271 \(2025\)](#)

**Financial:**

The off-site levy rates proposed in Schedule "A" are grounded in detailed cost estimates provided by ISL Engineering and are based on the actual and projected costs of infrastructure upgrades necessary to support net new residential and non-residential development.

All levies collected will be held in dedicated reserve accounts and used exclusively for new capital projects related to water, sanitary sewage, and storm sewer drainage facilities.

**Attachments:**

- Stakeholder Engagement Summary
- Jasper Off-Site Levies Bylaw 2026

# Engagement Summary – Proposed Off-Site Levies Bylaw July 2025 & January 2026

## Purpose of Engagement

The Municipality of Jasper, in collaboration with ISL Engineering, hosted two targeted engagement sessions for industry professionals (July 2025) and two sessions targeted at residents (January 2026) to review and discuss the proposed 2026 Off-Site Levies Bylaw. The objectives of these sessions were to:

- Provide a high-level overview of off-site levies and their role in funding municipal infrastructure
- Compare the existing Off-Site Levies Bylaw #187 (2015) with the proposed 2026 version
- Highlight key changes related to structure and definitions, levy rates, administrative processes, exemptions and rebates, and the implementation timeline
- Address participant questions
- Gather feedback to inform the bylaw refinement process

## Engagement Format

Four sessions were held to accommodate participant availability and encourage broad industry and resident participation:

Industry Professionals:

- In-Person Session: Held locally with ten industry professionals in attendance on July 16, 2025.
- Virtual Session: Attended by three industry professionals on July 29, 2025.

Residents:

- In-Person Session: Attended by three residents on January 29, 2026.
- In-Person Session: Attended by two residents on January 30, 2026.

Participants were provided with contact information following the sessions and given the opportunity to review materials and submit feedback, questions, or comments at a later date.

## Feedback Summary

Theme	Industry Feedback	The 2026 Bylaw
<b>Clarity on When Off-Site Levies are Applicable</b>	Participants expressed a desire for clearer language outlining what types of development activity trigger off-site levies.	The 2026 bylaw explicitly states that only net new residential units or increases to non-residential gross floor area trigger a levy. Like-for-like rebuilds are exempt, which was not clearly defined in the 2015 bylaw.
<b>Transparency of Fund Usage</b>	There was a desire for greater transparency around how collected levies are used to support infrastructure.	Both bylaws require levies to be held in reserve funds. The 2026 bylaw improves clarity by formally delegating authority to the CAO to administer and manage levy funds.
<b>Support for On-Site Staff Accommodation</b>	One participant advocated for rebates or grants to support on-site commercial staff housing.	Administration recommends exploring financial incentive programs separate from the off-site levies bylaw.
<b>Clarity on Rate Calculations</b>	Participants requested clearer understanding of how levy rates are calculated.	The 2026 bylaw references the 2025 Off-Site Levy Report and 2025 Utility Master Plan and standardizes calculations: per unit for residential and per ft <sup>2</sup> for non-residential.
<b>Support for Green Energy Initiatives</b>	Stakeholders wanted more modern support for green building initiatives.	Administration recommends incentives through flexible programs rather than embedding rebates in the bylaw. The new bylaw does not include green initiative rebates.

**MUNICIPALITY OF JASPER**  
**BYLAW #276**

**BEING A BYLAW OF THE MUNICIPALITY OF JASPER WITH RESPECT TO THE DETERMINATION AND COLLECTION OF OFF-SITE LEVIES FOR THE DEVELOPMENT OR REDEVELOPMENT OF RESIDENTIAL AND NON-RESIDENTIAL PROPERTIES WITHIN THE TOWN OF JASPER**

**WHEREAS** in accordance with Section 5.4 of the Agreement for the Establishment of Local Government in the Town of Jasper, the Minister has agreed "... to require payment of all appropriate off-site levies by the developers to the Municipality of Jasper";

**AND WHEREAS** Council of the Municipality of Jasper wishes to establish off-site levies for:

- (a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
- (b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage, and;
- (c) new or expanded storm sewer drainage facilities

**AND WHEREAS** the Municipality has engaged ISL Engineering and Land Services Ltd. to prepare the Jasper Utility Master Plan dated August 21, 2025, and the Jasper Off-Site Levy Update dated August 21, 2025;

**AND WHEREAS** the Jasper Utility Master Plan details the water, sanitary sewage and storm sewage drainage facilities that are required to be constructed or upgraded as a result of subdivision or development or which are impacted by subdivision or development;

**AND WHEREAS** the Jasper Off-Site Levy Update considers the fair and equitable calculation and allocation of off-site levies for water, sanitary sewage and storm sewer drainage facilities;

**AND WHEREAS** based upon the information and principles set out in the Jasper Off-Site Levy Update and Jasper Utility Plan, the Council of the Municipality of Jasper wishes to adopt a bylaw to set out the object of off-site levies, set the amount of off-site levies, indicate how the off-site levies are determined and provide for the payment of off-site levies;

**NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLY, ENACTS AS FOLLOWS:**

**1. Citation**

1.1. This bylaw may be cited as the "Jasper Off-site Levies Bylaw 2026".

**2. Definitions**

2.1. In this bylaw:

- (a) "*Accessory dwelling unit*" means an independent dwelling unit on a site that is associated with a larger principal dwelling unit. This term includes secondary suites, garden suites, and garage suites.

- (b) “*Agreement for the Establishment of Local Government in the Town of Jasper*” means the Agreement for the Establishment of Local Government in the Town of Jasper signed by the Minister of Canadian Heritage on June 13, 2001;
- (c) “*Building permit*” means a document issued by the superintendent or their delegate under the Town of Jasper Land Use Policy that authorizes the construction, alteration, or demolition of a building. Where a building permit is issued by the Municipality of Jasper, it refers to the authorization granted under municipal bylaws and the Alberta Safety Codes Act for the same purposes.
- (d) “*CAO*” means the individual duly appointed to that position for the Municipality of Jasper at any given time and includes any person authorized to act for and in the name of that individual;
- (e) “*Consumer price index*” means the consumer price index published annually by Statistics Canada to reflect rates of inflation;
- (f) “*Council*” means the Council of the Municipality of Jasper;
- (g) “*Development*” means a building or an addition to or replacement of a building and includes redevelopment;
- (h) “*Development permit*” means a document issued under the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be, that permits a specific development and includes, where applicable, a plan or drawings, specification or other documents;
- (i) “*Dwelling unit*” means two or more rooms connected as a separate unit in the same structure and constituting an independent unit for residential occupancy. Dwelling units include both primary and accessory units (secondary suites, garage suites and garden suites).
- (j) “*Gross floor area*” means the total floor area of all floors of a building with a clear ceiling height of 1.8 metres or more, contained within the outside of the exterior and basement walls or glazing line of windows, but excluding enclosed or open parking and loading areas and floor areas devoted exclusively to mechanical or electrical equipment servicing the development;
- (k) “*Jasper Community Sustainability Plan*” means the Jasper Community Sustainability Plan approved by the Minister of Environment and Minister responsible for Parks Canada effective September 2011 pursuant to the *Canadian National Parks Act*, as amended or replaced from time to time;
- (l) “*Minister*” means the Minister responsible for the Parks Canada Agency in accordance with the *Canadian National Parks Act*;

- (m) “*Municipality*” and “*Municipality of Jasper*” means the Municipality of Jasper in Jasper National Park in the Province of Alberta;
- (n) “*Non-residential*” means uses described in the Jasper Community Sustainability Plan, which are not residential;
- (o) “*Off-site levies*” means the off-site levies established and authorized under Section 5.4 of the Agreement for the Establishment of Local Government in Jasper or Part 17 of the Municipal Government Act (Alberta), as the case may be, and described in this Bylaw;
- (p) “*Residential*” means residential uses described in the Jasper Community Sustainability Plan including dwelling units in any form as described in the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be;
- (q) “*Superintendent*” means an officer appointed under the Parks Canada Agency Act who holds the office of superintendent of a park or of a national historic site of Canada, and includes any person appointed under the Act who is authorized by such an officer to act on the officer’s behalf, and
- (r) “*Town*” and “*Town of Jasper*” means the Town of Jasper as defined in the Agreement for the Establishment of Local Government in Jasper.

2.2. The following schedules are attached to and form part of this bylaw:

Schedule “A”: Off-Site Levies

### **3. Purpose and Object of Bylaw**

3.1. The purpose of this bylaw is to:

- (a) impose and provide for the payment of off-site levies in respect of the subdivision and development of lands in the Town of Jasper which will require or impact new or upgraded water, sanitary sewage and storm sewer drainage facilities;
- (b) set out the object of the off-site levies; and
- (c) indicate how the amount of off-site levies was determined and will be calculated.

3.2. The object of the off-site levies set out in this bylaw is to pay for all, or any portion, of the capital costs for any or all of the following:

- (a) new or upgraded water, sanitary sewage and storm sewer drainage facilities required for or impacted by subdivision or development; and
- (b) land required for or in connection with the facilities described in subsection (a).

#### **4. Imposition of Levy**

- 4.1. The Municipality of Jasper requests the Minister to require payment to the Municipality of, and if applicable Council imposes, off-site levies for development within the Town of Jasper.
- 4.2. Off-site levies shall be determined, calculated and payable in accordance with the provisions of this bylaw.

#### **5. Determination and Calculation of Off-Site Levies**

- 5.1. The off-site levies set out in this Bylaw were determined in accordance with the information and calculations from the Jasper Utility Master Plan and Jasper Off-Site Levy Update, which are incorporated into this bylaw by reference.
- 5.2. Off-site levies will be calculated as follows:
  - (a) Residential: On a per dwelling unit basis, based on the increase in the total number of dwelling units as a result of the development. For the purposes of this Bylaw, “dwelling unit” has the meaning set out in the Town of Jasper Land Use Policy or the Municipality’s Land Use Bylaw, as the case may be, and includes on-site staff accommodation units.
  - (b) Non-Residential: On a per square foot of gross floor area basis, based on the increase in the gross floor area as a result of the development as set out in Schedule “A” to this bylaw.
- 5.3. In the case of a development composed of a combination of residential and non-residential uses, off-site levies shall be calculated as the total sum of off-site levies for residential and non-residential uses for the development.
- 5.4. The determination of the increase in the total number of dwelling units or gross floor area as a result of a development shall be based on the plans and specifications found in the approved development permit for the development.
- 5.5. Off-site levies for non-residential development shall be calculated in accordance with Section 5.2 and Schedule “A” of this Bylaw, based on the gross floor area constructed as certified by the relevant authority or as otherwise determined by the Municipality at the time of issuance of an occupancy permit.
  - (a) Where off-site levies have not previously been paid, levies shall be calculated on the total gross floor area of non-residential development constructed, and;
  - (b) Where off-site levies have previously been paid, levies shall be calculated only on the portion of gross floor area that exceeds the gross floor area for which off-site levies have already been paid.
- 5.6. On March 1 of each year commencing March 1, 2026,
  - (a) the amount of off-site levies described in Schedule “A” to this Bylaw shall be altered by a factor equal to the most recently published Statistics Canada annual “all goods and services” Consumer Price Index figure for the Province of Alberta, and;
  - (b) the revised off-site levies will be published by the Municipality.

## 6. Payment of Off-site Levies

- 6.1. Off-site levies shall become payable by a leaseholder to the Municipality:
- (a) prior to the issuance of a building permit and after the issuance of a development permit to the leaseholder for the development for which off-site levies apply, if the development permit is approved by Parks Canada, or;
  - (b) at the time specified in the approved development permit or development agreement if the development permit is approved by the development authority for the Municipality.

and will be in addition to any other levies, fees or charges imposed as a condition of development permit approval.

- 6.2. Off-site levies shall be returned to the leaseholder with respect to any amounts of gross floor area or dwelling units for which off-site levies have been paid but which are certified by the relevant authority or determined by the Municipality as not constructed at the time of issuance of an occupancy permit for the development. No interest will be calculated or payable by the Municipality to the leaseholder.

- 6.3. Off-site levies shall be returned to the leaseholder with respect to:
- (a) any dwelling units for which off-site levies have been paid but with respect to which the building permit has expired as provided for and certified by the relevant authority or determined by the Municipality, and;
  - (b) any amounts of gross floor area for which off-site levies have been paid but with respect to which the building permit has expired as provided for and certified by the relevant authority or determined by the Municipality.

No interest will be calculated or payable by the Municipality to the leaseholder.

- 6.4. Any payment of off-site levies imposed by this bylaw that is not paid when due is a debt owing by the leaseholder to the Municipality and will be subject to interest in accordance with any policies adopted by the Municipality from time to time.
- 6.5. Parks Canada shall not be liable for unpaid off-site levies due and payable by any leaseholder.

## 7. Exemptions

- 7.1. Council may, from time to time and by resolution exempt from the collection of off-site levies:
- (a) development on lands owned in whole or in part by a public body or bodies, where such development will be used in whole or in part for public service purposes, or
  - (b) the development of lands which, in the opinion of Council, will not require or impact new or upgraded water, sanitary sewage and storm sewage drainage facilities.

**8. Off-site Levies Administration and Fund**

- 8.1. All funds derived from the application of this bylaw shall be set up as reserve funds to pay all or part of the capital costs of all or any of the following:
- (a) new, upgraded or expanded facilities for the storage, transmission, treatment or supplying of water;
  - (b) new, upgraded or expanded facilities for the treatment, movement or disposal of sanitary sewage, and;
  - (c) new, upgraded or expanded storm sewage drainage facilities.
- 8.2. Council delegates to the CAO the power and responsibility to administer and enforce this bylaw and establish, maintain and administer the off-site levies funds in accordance with this bylaw.
- 8.3. The CAO must, at least once per calendar year, provide Council with a report detailing all off-site levies imposed under this bylaw, collections and expenditures during the previous calendar year, unpaid off-site levy amounts owing as at the end of the previous calendar year.

**9. Severability**

- 9.1. Each provision of this bylaw is independent of all other provisions. If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

**10. Repeal and Effective Date**

- 10.1. This bylaw comes into force and effect on the date on which it receives third reading and is passed.
- 10.2. Bylaw #187, Jasper Off-site Levies Bylaw 2015, is repealed.

**READ** a first time this 17<sup>th</sup> day of February, 2026

**READ** a second time this        day of        2026

**READ** a third time and passed this        day of        2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**Schedule "A"**  
**Off-site Levies**

	<b>Levy Rate</b>	
	<b>Non-Residential</b>	<b>Residential</b>
<b>Water</b>	\$2.19 / square foot	\$1,693.30 / dwelling unit
<b>Wastewater</b>	\$3.35 / square foot	\$2,593.07 / dwelling unit
<b>TOTAL</b>	\$5.53 / square foot	\$4,286.36 / dwelling unit