

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**  
November 5, 2024 | 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, November 5, 2024 attachment

*Recommendation: That Council approve the agenda for the regular meeting of November 5, 2024 as presented.*

**3 APPROVAL OF MINUTES**

3.1 Regular meeting minutes, October 22, 2024 attachment

*Recommendation: That Council approve the minutes of the October 22, 2024 Regular Council meeting as presented.*

3.2 Organizational meeting minutes, October 22, 2024 attachment

*Recommendation: That Council approve the minutes of the October 22, 2024 Organizational meeting as presented.*

**4 DELEGATIONS**

**5 CORRESPONDENCE**

**6 NEW BUSINESS**

6.1 Jasper Recovery Coordination Centre Project Update attachment

*Recommendation: That Council receive the Jasper Recovery Coordination Centre Project Update for information.*

6.2 Rebuilding Jasper: Changes to land use planning tools attachment

*Recommendation: That Council receive the report on the Rebuilding Guide and recent changes to Parks Canada's land use planning tools for information.*

6.3 Community Development Director's Report attachment

*Recommendation: That Council receive the Community Development Director's Report for information.*

MUNICIPALITY OF JASPER  
**REGULAR COUNCIL MEETING AGENDA**

November 5, 2024 | 1:30 pm

Jasper Library & Cultural Centre – Quorum Room

[Municipality of Jasper Strategic Priorities 2022-2026](#)

**7 NOTICES OF MOTION**

**8 COUNCILLOR REPORTS**

**9 UPCOMING EVENTS**

Remembrance Day – November 11, Jasper Activity Centre, 10:30am

External Group Budget Presentations – 9:30am, November 12

Budget Presentations – 9am start both days, November 19 & 20

Community Holiday Party – December 13, Jasper Activity Centre

**10 IN CAMERA**

10.1 Mayor’s Special Awards FOIP s. 19, 29(1)(b)

**11 ADJOURNMENT**

*Recommendation: That, there being no further business, the regular meeting of November 5, 2024 be adjourned at*

\_\_\_\_\_.

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

Municipality of Jasper  
**Regular Council Meeting Minutes**  
 Tuesday, October 22, 2024 | 9:30 am  
 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 and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Deputy Mayor Rico Damota, Councillors Helen Kelleher-Empy, Kathleen Waxer, Ralph Melnyk, Scott Wilson, and Wendy Hall.		
Absent	Mayor Richard Ireland		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Michael Fark, Director of Recovery Amanda Stevens, Communications Manager Emma Acorn, Legislative Services Coordinator Paul Butler, Jasper Park Chamber of Commerce Bob Covey, The Jasper Local Peter Shokeir, The Fitzhugh Jacqui Sundquist, CBC Edmonton 23 observers		
Call to order	Deputy Mayor Damota called the October 22, 2024 Regular Council meeting to order at 9:30am.		
Approval of agenda #439/24	MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council approve the agenda for the October 22, 2024 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Approval of Regular minutes #440/24	MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the minutes of the October 15, 2024 Regular Council meeting as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Delegations – Jasper Park Chamber of Commerce #441/24	Jasper Park Chamber of Commerce Executive Director Paul Butler came to advocate for housing for workers considered a more transient part of Jasper’s population which support business operations.		
	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the presentation from the Jasper Park Chamber of Commerce for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Correspondence	none		
Traffic Safety Bylaw Considerations #442/24	Council received a report from administration in response to a motion made at the September 10, 2024 Regular meeting. Director of Protective & Legislative Services Christine Nadon reviewed considerations for snow removal this winter.		
	MOTION by Councillor Kelleher-Empy – BE IT RESOLVED that Council direct Administration to adjust enforcement service levels on sidewalks in front of properties affected by the wildfire; and		
	That Council direct Administration to return to an upcoming meeting with alternate service level approaches to address snow and ice removal on sidewalks in front of properties affected by the wildfire.		
	FOR	AGAINST	

	6 Councillors	0 Councillors	CARRIED
Joint Recovery Coordination Centre Update (JRCC) #443/24	Council received an update from Director of Recovery Michael Fark. The update included a review of the JRCC organizational chart as well as time for Council questions.		
	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the report for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Deputy Mayor Rico Damota called a recess from 10:27am to 12:08pm to accommodate a visit from the Minister of Seniors, Community & Social Services Jason Nixon.		
Seniors Lounge at Jasper Activity Centre #444/24	Council discussed the Jasper Seniors Society lease of the lounge at the Jasper Activity Centre.		
	MOTION by Councillor Kelleher-Eppey – BE IT RESOLVED that Council direct Administration to enter into 4-year lease agreement with the Jasper Seniors Society for the use of the current space.		
	FOR 5 Councillors	AGAINST 1 Councillor (Councillor Damota)	CARRIED
#445/24	MOTION by Councillor Waxer – BE IT RESOLVED that Council direct Administration to work with the Jasper Seniors Society and other interested parties to develop a plan for a seniors’ centre that will meet future demand.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Deputy Mayor Damota called a recess from 12:42pm to 1:32pm.		
Council Remuneration Review Public Input Summary #446/24	Council reviewed the results of the Council Remuneration public engagement survey which closed on October 8, 2024. The results are included in the agenda package. CAO Bill Given reviewed the background and recommendations.		
	MOTION by Councillor Kelleher-Eppey – BE IT RESOLVED that Council direct Administration to maintain the current remuneration model, incorporate the indicator of mountain towns, and return to a future Committee meeting.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		
Councillor Reports	Councillors Melnyk and Hall attended a Community Futures West Yellowhead monthly meeting last Thursday.		
	Councillor Melnyk will be attending a Jasper Yellowhead Historical Society meeting this evening.		
	Councillor Hall, Mr. Given, and Ms. Nadon gave the Lieutenant Governor of Alberta Salma Lakhani and her husband a tour of the Jasper Fire Hall yesterday as they visited Jasper.		
Upcoming events	Council received a list of upcoming events for information.		
Meeting Extension #447/24	MOTION by Councillor Kelleher-Eppey – BE IT RESOLVED that the Regular meeting of October 22, 2024 be extended past 4 hours.		



Municipality of Jasper  
**Organizational Meeting Minutes**  
Tuesday, October 22, 2024

Jasper Library & 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 and participation during Council meetings is through both Zoom livestreaming and in-person attendance.		
Present	Deputy Mayor Rico Damota, Councillors Ralph Melnyk, Helen Kelleher-Empey, Wendy Hall, Scott Wilson and Kathleen Waxer		
Absent	Mayor Richard Ireland		
Also Present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Emma Acorn, Legislative Services Coordinator Bob Covey, The Jasper Local Jacqui Sundquist, CBC Edmonton 1 observer		
Call to Order	Deputy Mayor Damota called the meeting to order at 2:59pm.		
Approval of Agenda #448/24	MOTION by Councillor Melnyk – BE IT RESOLVED THAT Council approve the agenda for the organizational meeting of October 22, 2024 as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Set date, time, place of regular council meetings motion #449/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council set the following dates, times and locations for the regular Council meetings for the 2025 year: The first and third Tuesday of each month at 1:30pm in the Quorum Room at the Jasper Library and Cultural Centre.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Set date, time, place of Committee of the Whole meetings #450/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council set the following dates, times and locations for committee of the whole meetings for the 2025 year: The second and fourth Tuesday of each month at 9:30 am in the Quorum Room at the Jasper Library and Cultural Centre.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#451/24	MOTION by Councillor Wilson – BE IT RESOLVED that Council adopt the 2025 Council meeting calendar as presented.		

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

The 2025 Council calendar is attached to today's minutes and available on the municipal website.

Deputy Mayor Schedule #452/24                      MOTION by Councillor Wilson – BE IT RESOLVED THAT Council approve a Deputy Mayor schedule rotating on two-month terms commencing November 1, 2024 as discussed.

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

The full Deputy Mayor and Alternate Deputy Mayor schedule is attached as part of today's minutes and available on the municipal website.

List of committees & boards #453/24                      MOTION by Councillor Melnyk – BE IT RESOLVED that Council approve the list and structure of committees and boards for 2024 – 2025 as presented.

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

Appointment to committees & boards #454/24                      MOTION by Councillor Waxer – BE IT RESOLVED that Council appoint the following Councillors to the following committees and boards as presented.

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

The full list of Council appointments is attached as part of today's minutes and is available on the Municipal website.

Strategic Priorities #455/24                      MOTION by Councillor Melnyk – BE IT RESOLVED that Council affirm the Strategic Priorities for 2022-2026 term as presented; and that Council recognize that in the context of the wildfire recovery they continue to be relevant.

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

Adjournment #456/24                      MOTION by Councillor Hall – BE IT RESOLVED that, there being no further business, the Organizational meeting of October 22, 2024 be adjourned at 3:20pm.

FOR 6 Councillors                      AGAINST 0 Councillors                      CARRIED

\_\_\_\_\_  
Mayor

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



# Municipality of Jasper 2025 Council Meeting Calendar

Regular meetings are scheduled for 1:30pm and Committee meetings for 9:30am at the Jasper Library & Cultural Centre, downstairs, 500 Robson Street, Jasper, AB.

Regular Meeting
Statutory Holiday
Committee of the Whole
Special Meeting Dates

2025	JANUARY							FEBRUARY							MARCH						
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4							1							1
	5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
	12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
	19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
	26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
															30	31					
	APRIL							MAY							JUNE						
	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
27	28	29	30				25	26	27	28	29	30	31	29	30						
JULY							AUGUST							SEPTEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2		1	2	3	4	5	6	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					
							31														
OCTOBER							NOVEMBER							DECEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4							1		1	2	3	4	5	6	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				
							30														

- May 29-31 Federation of Canadian Municipalities Conference, Ottawa, ON
- July 22 Summer break
- July 29 Summer break
- Oct 20 Municipal Election Day
- Nov 12-14 Alberta Municipalities Tradeshow & Convention - Calgary

No meetings held between Nomination Day and Election Day



Municipality of Jasper  
**Deputy Mayor**  
November 2024 – October 2025



<b>Dates</b>	<b>Deputy Mayor</b>	<b>Alternate Deputy Mayor</b>
Nov. 1 – Dec. 31, 2024	Kelleher-Empey	Damota
Jan. 1 – Feb. 28, 2025	Waxer	Kelleher-Empey
March 1 – April 30, 2025	Melnyk	Waxer
May 1 – June 30, 2025	Wilson	Melnyk
July 1 – Aug. 31, 2025	Hall	Wilson
Sept. 1 – Oct. 31, 2025	Damota	Hall

Municipality of Jasper  
**Council Boards & Committees**  
 Organizational Meeting, October 2024



Board or Committee	Number required
Community Conversations	1 councillor + 1 alternate (per focus area)
Emergency Advisory	2 councillors + Mayor
Hospitality and Twinned Communities	3 councillors
Human Resources	3 councillors
Jasper Municipal Library & Yellowhead Regional Library	1 councillor
Legislative	3 councillors
Regional Assessment Review Board	requires completion of provincial training
Jasper Municipal Housing Corporation	2 councillors
Communities in Bloom (Includes UpLift! Jasper Mural Festival Advisory Board)	1 councillor
Evergreens Foundation Board	1 councillor
Jasper Partnership Initiative	1 councillor + 1 alternate
Jasper Yellowhead Historical Society	1 councillor
TransCanada Yellowhead Highway Association	1 councillor + 1 alternate
Community Futures West Yellowhead	2 councillors + 1 alternate
West Yellowhead Waste Management Authority	2 councillors
Rural Renewal Initiative Stream Stakeholder Committee	1 councillor
Jasper Community Team Society	1 councillor
Jasper Food Alliance	1 councillor + 1 alternate
Recovery Advisory	2 councillors + 1 alternate

**Council Appointments to Boards & Committees**

October 2024

**Council Boards and Committees**

Board or Committee Name	Appointed Councillor(s)	Alternate
Emergency Advisory	Ireland, Melnyk, Waxer	
Hospitality and Twinned Communities	Kelleher-Empey, Damota, Melnyk	
Human Resources	Melnyk, Hall, Waxer	
Jasper Municipal Library	Hall	
Legislative	Hall, Damota, Ireland	
Regional Assessment Review Board	Wilson	
Communities in Bloom – Includes UpLift! Mural Festival Advisory Board	Waxer	

**Community Conversations**

Community Conversation Name	Appointed Councillor(s)	Alternate
Early Childhood / School Age	Waxer	Kelleher-Empey
Adults	Wilson	Damota
Seniors	Hall	Waxer

**Corporations**

Corporation Name	Appointed Councillor(s)	Alternate
Jasper Municipal Housing Corporation	Wilson (President), Damota	

**External Boards and Committees**

Board or Committee Name	Appointed Councillor(s)	Alternate
Jasper Municipal Leasehold Assets Society	All	
Evergreens Foundation Board	Kelleher-Empey	
Jasper Partnership Initiative	Damota	Ireland
Jasper Yellowhead Historical Society	Melnyk	
TransCanada Yellowhead Highway Association	Kelleher-Empey	Wilson
Community Futures West Yellowhead	Damota, Melnyk	Hall
West Yellowhead Waste Management Authority	Wilson, Ireland	
Yellowhead Regional Library	Hall	Waxer
Rural Renewal Initiative Stream	Kelleher-Empey	
Jasper Community Team Society	Ireland	
Jasper Food Alliance Committee	Waxer	Hall
Recovery Advisory Committee	Melnyk, Hall	Waxer

# JASPER RECOVERY COORDINATION CENTRE (JRCC)

- November 1, 2024

## PROGRESS UPDATE

# JRCC EXECUTIVE SUMMARY

- **Temporary Accommodations:** Extended until February 28, 2025
- **Demolition and Debris Removal:** Debris removal process with EllisDon is underway through sewer capping and hygienist tests (results to return by end of week). Parks Canada (PC) has issued 30 building demolition permits; industrial hygienist has begun soil testing in three bulk removal zones
- **Interim Housing:** Site preparation continues on sites provided by PC in the townsite. RFP for modular homes posted on Government of Alberta (GoA) website closes November 12
- **Town Rebuild:** Published the Rebuilding Guide and entered Phase 2: Design your build. This streamlines the development process to commence in early November
- **Communications:** Rebuilding Guide announcement and virtual media availability, public information sessions on debris removal and safety

# TEMPORARY ACCOMMODATIONS

- 66 individuals (MOJ/PC) have been provided temporary accommodation
- Direct communications about extensions of temporary accommodations complete (extension from November 30, 2024, to February, 2025)
- System for cost recovery for hotel accommodations post November 30 still being defined
- Longer-term hotel contract planning (for Nov-Feb) in progress

## TEMPORARY ACCOMMODATIONS CONTINUED

- **94 total bookings**
  - **66 bridging to Interim Housing:** (49 MOJ, 17 PC)
  - **28 short-term:** (5 MOJ, 23 PC)
- Eight staff currently waiting for staff accommodation/end of contract

# INTERIM HOUSING

- GoA announced the provision of \$112 Million to support interim housing, including 250 units for interim housing in Jasper on October 21, 2024
- Interim housing site preparation is ongoing on sites provided by PC in the townsite

## **Summary of Interim Housing phase I**

Develop a business case for Interim Housing, including stakeholder identification, needs assessment, market sounding/assessment, financial analysis, options analysis



Task	Progress	End Date
<b>Interim Housing Phase II</b>		
Objective 1: Housing Construction		
Site Servicing Design	90%	Oct 15, 2024
Construction Contracting	100%	Oct 15, 2024
Land Lease Agreements	100%	Oct 15, 2024
Development Permits	50%	Oct 15, 2024
Building Permits	0%	Nov 30, 2024
Site Servicing	25%	Jan 15, 2025
Unit Installation	0%	Apr 15, 2024
Unit Occupancy	0%	Mar 30, 2024

**INTERIM HOUSING CONTINUED**

# DEBRIS MANAGEMENT

- Virtual Debris Townhall on Thursday, October 24, 2024 with 126 people in attendance
- EllisDon open houses continued throughout the week
- Leaseholder signatures are up to 172 for the bulk debris removal program
- GIS is creating a map to communicate areas that are approved to begin debris removal for public awareness
- EllisDon's hygienists have been active with four zone results returned. The first section of houses to be actioned by EllisDon are in the upper corner of Cabin Creek Drive (1200 - 1210 Cabin Creek Drive). Demolition will begin on Monday November 4, 2024

## **Summary of Debris Management phase I**

Develop/implement plan for removal, facilitate stakeholder coordination, develop/implement risk management strategy, track and report progress



<b>Task</b>		<b>Progress</b>	<b>End Date</b>
<b>Debris Management Phase II</b>			
EllisDon Subcontract Awards	4/9	44%	Oct 15, 2024
Bulk Removal Lease Hold Authorizations	172	45%	Nov 30, 2024
Bulk Removal Permit Applications	9/37 zones	24%	Nov 30, 2024
Approved Bulk Removal Permits	4/37 zones	10%	Nov 30, 2024
Total Approved Permits	31		Nov 30, 2024
Bulk Removal Pre-Demo Soil Testing	0/355	1%	April 15, 2025
Total Pre-Demo Soil Testing	0	1%	April 15, 2025

**DEBRIS  
MANAGEMENT  
CONTINUED**

# JOINT TOWN REBUILD

- Government of Canada announced changes to the Town of Jasper Land Use Policy on October 30, 2024
- In collaboration with the MoJ, PC launched the Rebuilding Guide to guide the recovery of the community
- Phase II chartering began on October 28, 2024

**Task**

**Progress**

**End Date**

**Joint Town Rebuild Phase I**

Task	Progress	End Date
<b>Joint Town Rebuild Phase I</b>		
Update architectural motif guidelines and land use policies	100%	Oct 18, 2024
Develop Rebuilding Guide	100%	Oct 30, 2024
Communications strategy for rebuild guide	100%	Oct 30, 2024
Phase II chartering	10%	

**JOINT TOWN  
REBUILD  
CONTINUED**

# COMMUNICATIONS

- Changes to the Town of Jasper Land Use Policy and the new Rebuilding Guide shared through ministerial announcement, virtual media availability (seven media attended), social media, web updates and emails to staff/stakeholders/subscribers
- Debris removal communications continue including social media, open doors with EllisDon and virtual town hall
- Seven media requests
- Support promotion of two new reopened businesses

# PC PROJECT ROLL-UP

Project Name	Phase	% Complete
Contamination Monitoring and Sampling in Town and Outside of Town	Planning	10%
CAT 4-6 Road Slope Stability, Safety Analysis (incl. guardrails)	Execution	10%
Whistlerville Staff Housing Construction	Planning	10%
Whistlers Campground Re-Opening 2025	Execution	10%
Completion of Turret St. Apartment Design	Design	10%
Parks Canada Asset Debris Removal Program	Execution	10%
Pit Privy Reinstallation	Planning	10%
Wapiti Campground	Execution	10%
Cultural Resource Retention at Partial and Total Loss Assets	Planning	10%
South Gate Kiosk Re-Establishment	Planning	10%
Highway and CAT 4-6 Road Wayfinding Signs	Planning	10%
Ecological Restoration	Planning	10%
Campground Winterization and preparedness for 2025.	Execution	30%
Trail Re-Opening	Execution	40%
Immediate Repairs to Prioritized Site List	Execution	50%
Cleaning in Facilities to a Prioritized Site List (round 1 and 2)	Execution	60%
Danger Tree Assessment, Falling and Cleanup (round 1 and 2)	Execution	60%

## REQUEST FOR DECISION

**Subject:** Rebuilding Jasper: Changes to land use planning tools  
**From:** Bill Given, Chief Administrative Officer  
**Prepared by:** Lucas Sherwin RPP, MCIP, Town Planner  
**Reviewed by:** Beth Sanders RPP, Director of Urban Design and Standards  
**Date:** November 05, 2024

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### Recommendation:

- That Council receive the report on the Rebuilding Guide and recent changes to Parks Canada's land use planning tools for information.

### Alternatives:

- That Council direct administration to explore additional changes with Parks Canada.
- That Council direct administration to take other actions related to communicating these changes.

### Background:

In response to the damage caused by the Jasper Wildfire Complex, the Municipality of Jasper and Parks Canada have been collaborating on rebuilding efforts through the Jasper Recovery Coordination Centre (JRCC). One key aspect of this recovery has been to update land use planning and development policies to meet the immediate needs of the community during the rebuilding process.

In September 2024, the Jasper Town Rebuilding Team, consisting of a team of planners from the Urban Design and Standards Department and Parks Canada's Jasper Field Unit, identified changes to the Jasper Land Use Policy and Architectural Motif Guidelines. The review drew on the expertise of architects and FireSmart researchers and the initial building inquiries shared by residents with Parks and Municipal staff.

On October 28, 2024, Parks Canada approved changes to the *Town of Jasper Land Use Policy* and *Jasper Architectural Motif Guidelines* to simplify and streamline the rebuild effort. The [Rebuilding Guide](#) published on October 30, 2024, provides a summary of the policy changes, contains links to supporting documents, outlines potential options for rebuilds and provides answers for common questions.

### Discussion:

Phase 1: Get Ready to Rebuild focused on updating the Land Use Policy and the Architectural Motif, to residents have clarity as they design their homes and businesses. The following values and principles were used:

1. **Simplify the development review and approval process** to make building easier for lessees.
2. **Rebuild with fire in mind**, using the latest FireSmart research to improve Jasper's resilience to wildfire.
3. **Increase housing options for Jasperites** to ensure our actions now assist with housing supply in the long
4. **Rebuild with climate resilience in mind**, supporting our efforts to be a community at the forefront of sustainability efforts.



5. **Enhance Jasper’s built-form character** to ensure the unique qualities of Jasper are maintained.

The key changes to the Land Use Policy and Architectural Motif include: requiring noncombustible materials on new buildings, requiring a 1.5 m buffer between homes and combustible materials, simplifying the parking requirements to one parking stall for each residential unit, and allowing two primary dwellings where only one primary dwelling was previously allowed (R1, R4, and CCWa districts).

In Phase 2: Designing Your Build, municipal and Parks Canada administrations will work on streamlining the permitting process. Our public facing work will focus on providing one-on-one support for individual leaseholders, designers and builders. Dedicated time for detailed discussions about individual sites will help applications move towards approval more quickly. Planning and development authority currently rests with Parks Canada and all applications will be submitted to Parks Canada. Members of Urban Design and Standards will work closely with Parks Canada and help residents with their building inquiries.

More significant changes are not recommended at this time to provide certainty for residents. Once rebuilding is underway and over the years to come, the following work will be undertaken with Parks Canada and the community:

- A new community plan for Jasper
- A land use bylaw for Jasper
- New architectural standards and guidelines for Jasper

**Strategic Relevance:**

- Build our internal capacity to advance our housing priorities
- Facilitate others in developing diverse housing options
- Collaborate with other municipalities, orders of government, Indigenous partners and advocacy associations
- Focus on prevention, mitigation, and preparation for natural disasters

**Inclusion Considerations:**

The updates to Parks Canada’s Land Use Policy will facilitate a more inclusive community in our rebuilding efforts by addressing both immediate housing shortages and long-term resilience. Future collaboration with Parks Canada and the community will involve diverse stakeholders in the decision-making process, promoting shared governance and representation of various voices in rebuilding Jasper. Funding sources to assist residents with rebuilding will need to be identified.

**Relevant Legislation:**

- Canada National Parks Act
- Alberta Municipal Government Act
- Jasper Community Sustainability Plan
- [Town of Jasper Land Use Policy](#), including Architectural Motif

**Financial:**

The recommendation can be carried out within the existing approved budget and no additional resources are needed.

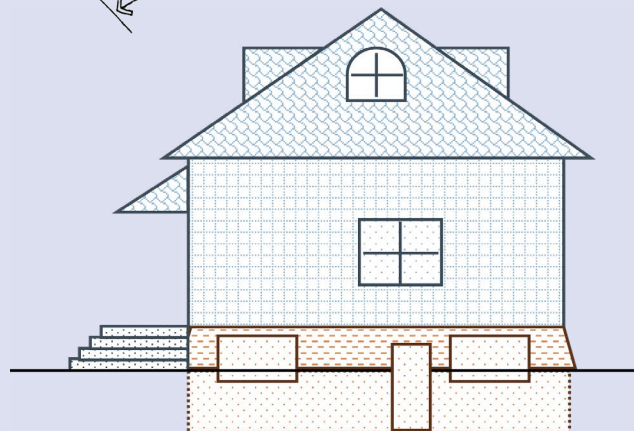
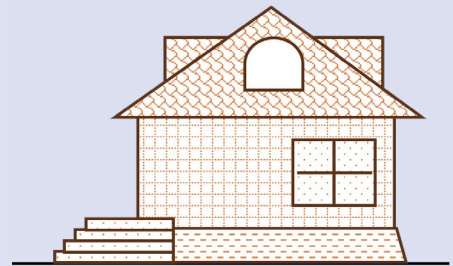
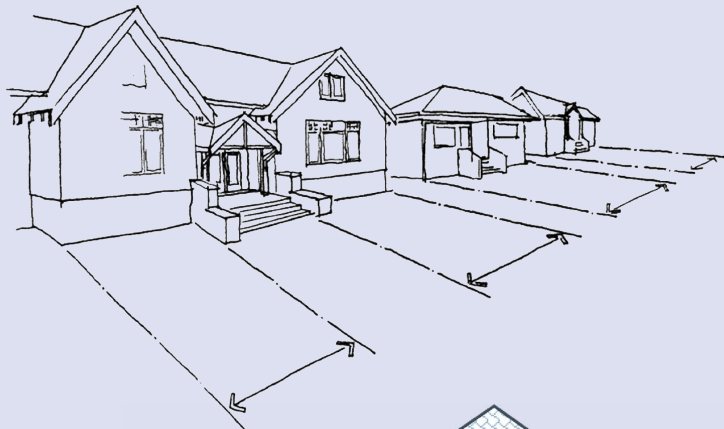
**Attachments:**

- Rebuilding Guide

# Rebuilding Guide

A guide to rebuilding structures within Jasper townsite following the Jasper Wildfire Complex

October 2024



Parks Canada  
Parcs Canada



## Introduction

The Rebuilding Guide is a starting point for people rebuilding lost structures within the townsite of Jasper during the 2024 Jasper wildfire. You'll find four steps to consider as you design your rebuild. You'll also find a summary of the changes that were recently made to the development policies in Jasper to make rebuilding easier, increase the community's housing supply, and improve the community's wildfire and climate resilience.

The Municipality of Jasper is a mountain national park community located within Jasper National Park, which is part of a UNESCO World Heritage Site and has five National Historic Sites within its boundaries. The park spans over 11,000 square kilometres and is the largest and most northerly Canadian national park in the Rocky Mountains.

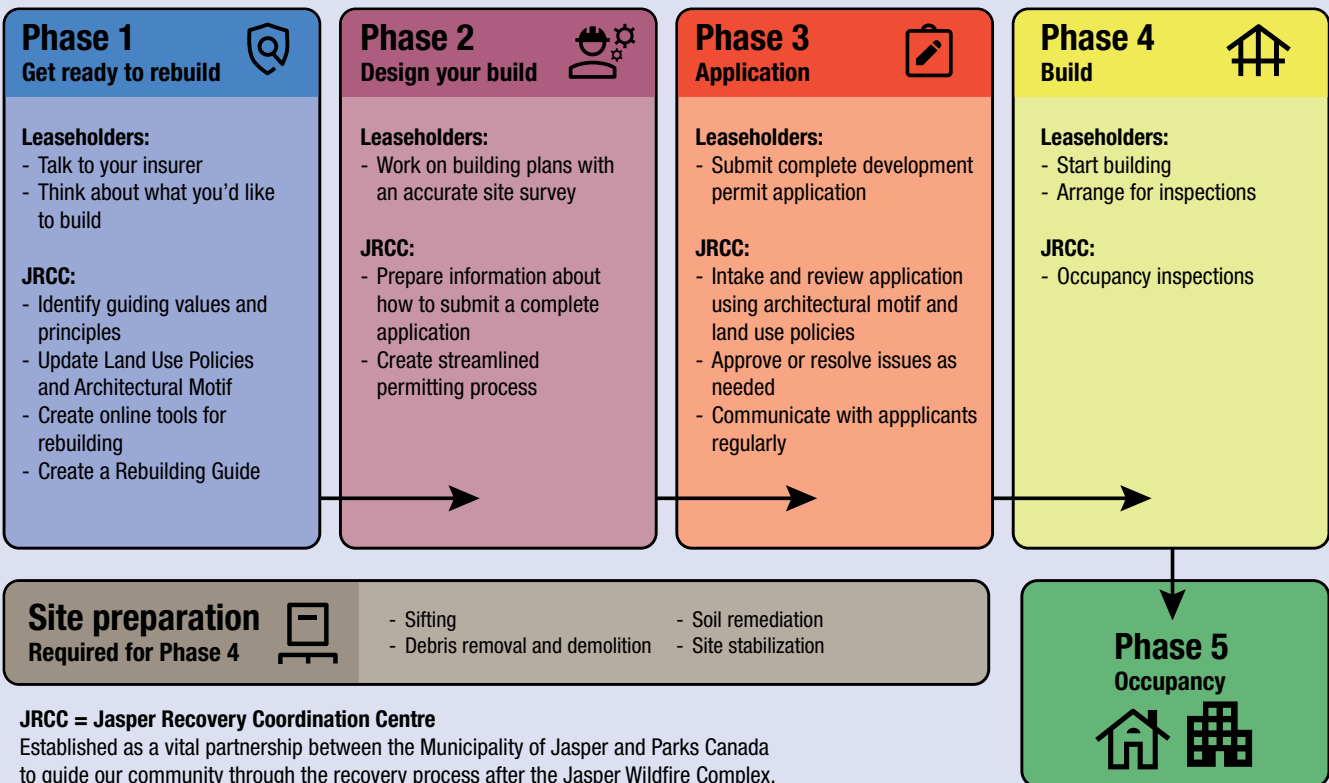
To support rebuilding this national park community Parks Canada and the Municipality of Jasper have outlined a 5-phase approach to Rebuilding Jasper. In Phase 1, values and principles were identified to guide the update to the policies that apply to

**The authority for development approval currently rests with Parks Canada. All permit applications should continue to be made to Parks Canada.**

development in Jasper: making rebuilding easier, rebuilding with wildfire in mind, increasing housing options, climate resilience, and sustainability. A summary of changes is included in this guide.

Now entering Phase 2, with the information you need to design your building available, planners from both Parks Canada and the Municipality are ready to meet with you to support this design work. Parks Canada continues to receive applications to rebuild and is making changes to improve the application process, knowing that there will be much more demand. More information on updated processes will be shared at the end of Phase 2.

# Rebuilding Phases



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*\* This guide is intended as an additional resource and does not replace the requirements outlined in the official policies that apply. In the event of a discrepancy between this document and official policies, the requirements outlined in the official policies shall take precedence.*

You can reach Parks Canada  
for more information at  
[jasperdevelopment@pc.gc.ca](mailto:jasperdevelopment@pc.gc.ca)  
or (780) 852-6123.

## Where to Find More Information

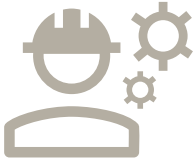
Please reach out if you have questions about the rules that apply to your building project, how to interpret land use and architectural policies, how to submit a permit application or any other questions related to project permits.

Parks Canada and the Municipality of Jasper recognize that more people are needed to process development applications as quickly as possible. We are adding people to our teams to be able to support the needs of our community. Please be patient as we grow our capacity to respond to questions and review permit applications. Stay tuned for additional ways to contact us or receive information updates.

**Information will be posted online on Parks Canada and Municipality of Jasper websites.**

### Other resources that may be helpful:

<b>Insurance Information</b>	Insurance Bureau of Canada	<a href="https://www.abc.ca/stay-protected/severe-weather-centre/wildfire-season">https://www.abc.ca/stay-protected/severe-weather-centre/wildfire-season</a> or <a href="mailto:AskIBCWest@abc.ca">AskIBCWest@abc.ca</a>
<b>Contractor Support</b>	Public Registry of Builder & Property Information	<a href="https://residentialprotection.alberta.ca/public-registry/Builder">https://residentialprotection.alberta.ca/public-registry/Builder</a>
	Canadian Association of Homebuilders	<a href="http://www.chba.ca/finding-a-renovator/">www.chba.ca/finding-a-renovator/</a>
<b>Planning and Development Questions</b>	Parks Canada Contacts	For questions related to specific land use policies and individual applications: <a href="mailto:jasperdevelopment@pc.gc.ca">jasperdevelopment@pc.gc.ca</a>
<b>Lease Questions</b>	Parks Canada Contacts	<a href="mailto:jasperrealtymunicipalservices@pc.gc.ca">jasperrealtymunicipalservices@pc.gc.ca</a>
<b>Other Resources</b>	Canadian Red Cross	<a href="http://www.redcross.ca/albertawildfires">www.redcross.ca/albertawildfires</a>
	Local Community Supports	<a href="https://jasper-alberta.ca/p/residentsupport">https://jasper-alberta.ca/p/residentsupport</a>



# Designing your Building

The following steps will guide you as you design your building.

---

## Step 1: Understand What Your Insurance Will Cover

*If you haven't already done so, contact your insurance provider and start a claim.*

It's important to consider what your policy includes and what you may need to pay for out of pocket. Review your homeowner's insurance policy to check the coverage limits and specific details. If you are unsure about the details, contact your insurance provider for a clear breakdown of what's included. This will help you make informed decisions and avoid unexpected costs as you begin the rebuilding process.

If you have questions, contact your insurance representative or visit the Insurance Bureau of Canada's dedicated [Wildfires and Insurance webpage](#). You can also call IBC's Consumer Information Centre at 1-844-2ASK-IBC (1-844-227-5422) or email [AskIBCWest@ibc.ca](mailto:AskIBCWest@ibc.ca).

---

## Step 2: Consider Retaining Professionals

Engaging professionals to assist with the design and construction process will help you navigate the building process.

Help to find qualified and reputable designers and contractors can be found here:

- The [Alberta Association of Architects](#)
- The Government of Alberta [registry of licenced home-builders](#)
- [Canadian Association of Home Builders](#)

The types of professionals needed depend on the project. For a new build, you will likely need an architect (or architectural technologist) and a builder. You might also need to hire an engineer if your building has features that need to be engineered for safety features like significant retaining walls, if there are steep slopes on your site, or if your building has underground parking.

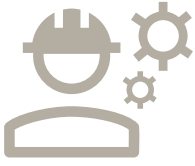
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## Step 3: Start Designing your Building

Development projects in the Jasper townsite are required to comply with the [Land Use Policy](#) and the [Architectural Motif Guidelines](#).

The **Land Use Policy** contains specific information related to what a building can look like (e.g., building height, setbacks from property lines) and what the land can be used for (e.g., commercial business, tourist accommodation, residential use, etc.). The document also contains information on parking and landscaping requirements.

The **Architectural Motif Guidelines** set out requirements on site layout, and architectural style requirements to protect and promote Jasper's iconic Mountain Architecture within the townsite.



### *Step 3: Start Designing your Building continued...*

#### **To start:**

1. **Check the zoning of your property.** Review the Town of Jasper Land Use [Map](#) to identify what land use district your property is in.
2. **Review the development rules** on the [Parks Canada website](#). This page has information about the rules that apply to different types of development. You can find information about the rules that apply to each of the following types of development:
  - a. [Residential homes](#)
  - b. [Commercial buildings](#)
  - c. [Garages](#)
  - d. Mobile Homes
  - e. [Secondary Suites](#)
  - f. [Fences](#)
3. **Review updated [exterior building materials](#)** permitted in Jasper. Exterior materials are restricted for wildfire resiliency, and other climate hazards and to preserve Jasper's mountain architecture.
4. **Work with your project professionals** to design your building, taking into consideration your budget and ensuring your proposed design complies with the Land Use Policy and Architectural Motif.
5. **Contact Parks Canada** if you have questions. We recommend that you contact the Parks Canada Development Office to set up a meeting before submitting a permit application. This can help prevent delays that come with an incomplete application or an application that needs changes to meet development requirements.

**Development Officers are available for in-person or virtual meetings on a by-appointment basis.** Setting up an appointment allows us to review your file before the meeting to make sure that you get the best guidance and answers to your questions. To set up a meeting, please email at [jasperdevelopment@pc.gc.ca](mailto:jasperdevelopment@pc.gc.ca) or call at (780) 852-6123.





## Step 4: Submit A Permit Application

Once you have reviewed the requirements for your property, the next step is to work with, prepare and submit an application for a [development permit](#).

### Understanding the Permit Process

There are two main permits that you will need to start construction of your new building: a development permit and a building permit. In most cases, the process will be to:

1. **Apply for and obtain a Parks Canada Development Permit.**

An approved Development Permit confirms that a development proposal complies with the criteria and specifications set out in all relevant Parks Canada policies, acts and regulations.

The Parks Canada Development Website includes [checklists of information](#) you need to provide based on the type of development proposed. **Please make sure you review these checklists carefully before submitting an application.** Incomplete applications are one of the biggest causes of delays in reviewing permit applications.

The development permit application is your opportunity to provide the clearest possible picture of the proposed project. The more detailed information you provide, the fewer questions the Development Office may have. Review and approval timelines depend on the quality and complexity of the submission.

2. **Apply for and Obtain a Parks Canada Building Permit.**

A building permit confirms your project complies with relevant provincial building safety codes. **A building permit enables you to begin construction.**

[This webpage](#) has more information on the building permit process, including the [application form](#) and [application checklist](#).

### Fees

There are fees associated with permits. For more information on what fees may apply to projects, please contact the Development Office.

### Timelines

Projects submitted to the Development Office are reviewed in the order they are received. Review and approval timelines will depend on the complexity of what is being submitted.

# New Development Policies

In preparing for the rebuild, planners from Parks Canada and the Municipality of Jasper completed a review of Parks Canada's existing development policies for the Town of Jasper. After seeking feedback from the Municipality of Jasper's Mayor and Council, updated policies were approved by the Superintendent on October 28, 2024.

These policy updates were guided by the following values and principles:

1. **Simplify the development review and approval process** to make building easier for lessees.
2. **Rebuild with wildfire in mind**, using the latest FireSmart research to improve Jasper's resilience to fire.
3. **Increase housing options** for Jasperites, to ensure our actions now assist with housing supply in the long term.
4. **Rebuild with climate resilience in mind**, supporting our efforts to be a community at the forefront of sustainability efforts.
5. **Enhance Jasper's built-form character**, to ensure the unique qualities of Jasper are maintained.

The policy updates are simple changes to make rebuilding easier. More significant changes will take place later, with community discussion and exploration, once rebuilding is underway. Red-lined versions of the updated policies are available on request by contacting [jasperdevelopment@pc.gc.ca](mailto:jasperdevelopment@pc.gc.ca).

**For more information:**  
[Land Use Policy](#)  
[Architectural Motif Guidelines](#)

## Key Changes to Improve Wildfire Resilience

Development policies play an important role in keeping communities safe. Specific policies to improve wildfire resilience of individual buildings help reduce the potential impact a wildfire will have on a community.

Buildings lost to wildfires are often first ignited by embers. Once one building catches on fire, it can then spread from building to building across a community. By reducing the susceptibility of a building to catching on fire, the chances of a building—and all the neighbouring buildings—surviving a wildfire are greatly increased.

After review and engagement with Natural Resources Canada on the latest wildfire-urban interface fires best practices, like those adopted in [FireSmart](#) guidelines, several key changes were made to Jasper's development policies to improve the community's future resilience to wildfire to ensure community safety:

1. **Prohibiting new wood siding or roofing.** Wood has historically been a key feature of Jasper architecture but is highly flammable. Moving forward, wood other than heavy timber will no longer be permitted. Heavy timber, metal, fibre-cement board, stucco, and masonry will continue to be permitted as they are less flammable and less susceptible to melting.
2. **Requiring a 1.5 m buffer zone of non-flammable materials around a home.** This 'immediate ignition zone' is the area most vulnerable to embers. Flammable materials in this buffer zone can act like a wick— if they catch on fire, the fire can spread to the home.

Under the new policies:

- a. **Wooden fences** are still permitted, but they must be separated at least 1.5 m from the edge of a structure to reduce the risk of a fence catching a home on fire. This could be managed by having a metal gate or non-combustible panel closest to the building.
- b. **Wooden decks** will still be permitted, but decks, porches, or steps within the 1.5 m buffer zone must be made of non-flammable material or surfaced with non-flammable material. The spaces under decks should be kept clear of debris and flammable material and should be skirted to stop debris from accumulating there.
- c. **Only non-flammable landscaping** options will be permitted within the first 1.5 m of the buffer zone. Planners will work with you to find options that are suitable for you and are in alignment with the FireSmart guidelines, among other things such as approved planting lists and water conservation.

## Key Changes to Improve Wildfire Resilience continued...

3. **Requiring that new coniferous trees be planted at least 10 m away from a building** to reduce the flammability of the yard. This is important because these types of trees are highly flammable and if combustible landscaping ignites it can produce embers that may ignite combustible materials and increase the chance of direct flame spreading to the home.

### A Word on Wood

Wood is an important part of the architecture in Jasper. Plentiful in the early days, it became a common part of the local architecture and an iconic part of important buildings. Since the 1990s, the Architectural Motif Guidelines largely supported this, promoting wood siding and roofing, wooden detailing and wood's use in everything from signs to lamp posts.

Wood siding and roofing is a major risk both to individual structures and to the community as a whole and is no longer allowed for new developments in Jasper. This is a significant change and necessary to help protect Jasper in the long term.

Heavy timber log construction, or the use of wood detailing in the form of heavy timbers, is still allowed and aligns with the bold, robust detailing that is emblematic of mountain architecture.

The [FireSmart Home Development Guide](#) has information on how to design or retrofit buildings and yards to provide protection from fire.

## Key Changes to Increase Housing

Housing has been a concern in Jasper for many years. Since 2007, the residential vacancy rate for Jasper has been between 0 and 0.4%. Over the last few decades, community consultations have consistently identified additional housing as a priority for the Jasper community.

To create potential for additional housing in Jasper and to give leaseholders more flexibility, the following changes were made to Jasper's development policies:

1. **Leaseholders with lots formerly zoned for single-detached dwellings can now build either one or two primary dwelling units on a lot.** Leaseholders will now have the option to build a duplex on most residential lots in Jasper. Leaseholders still have the option to build a single detached home. This builds on previous work to allow secondary suites and garage suites in many residential areas.
2. **Parking requirements have been reduced.** Under the new rules, only one parking stall is required per primary dwelling unit. Parking takes up a lot of space. For example, four parking spaces side-by-side on a surface parking lot require a similar amount of space as a one-bedroom apartment. Reducing parking requirements creates more space on a lot for housing. Leaseholders can build more parking on their lot if they choose.
3. **More options for accessory dwelling units.** Leaseholders can now build garden suites on residential lots—a source of long-term rental income and increase housing density. A garden suite is a self-contained home that can be built in the rear yard of a residential property instead of a garage.
4. **Subdivision was made easier.** Subdividing one lot into two or more lots that can be bought or sold will be easier in two ways: 1) subdivision is now permitted in areas where it used to be prohibited, and 2) minimum lot widths have been eliminated. This means that leaseholders can now build a duplex, divide the lot in two, and sell the other half of the duplex.

# Possibilities when Designing Your Building

The updated rules for residential buildings in Jasper allow for a wider range of housing options. These options improve the financial feasibility of rebuilding and allow more housing for Jasperites.

The following section shows some of the housing options allowed in Jasper.

## Housing Forms

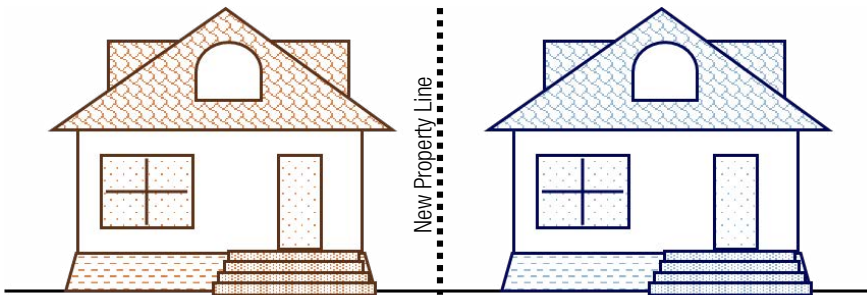
## Districts Allowed

### One-Unit Dwellings

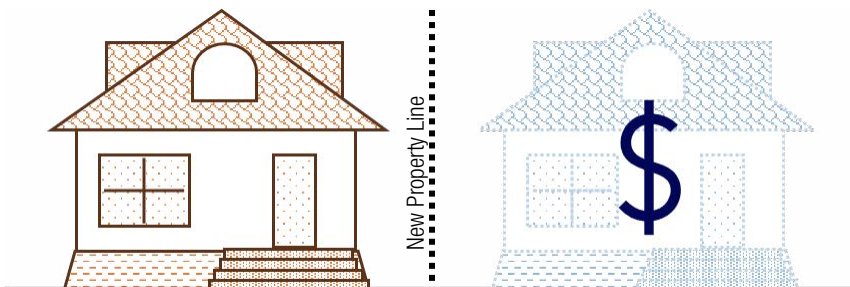
One-Unit Dwelling — Rebuild a single home.



Subdivide an existing lot and construct one or more detached homes.



You could also build one side and sell the other.



R1, R2, R2H,  
R3a, R3b, R4

## Housing Forms

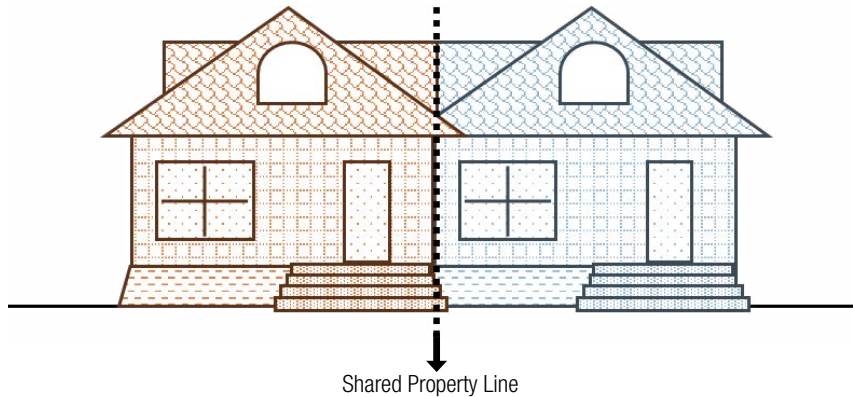
## Districts Allowed

### Two-Unit Dwellings (aka duplex, semi-detached homes)

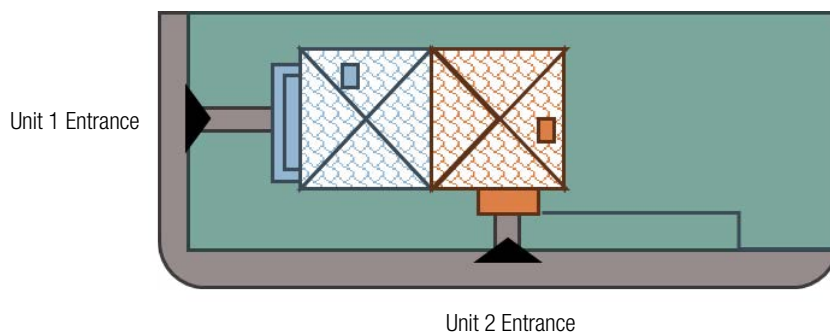
Side-by-side duplex: If you're thinking about building a duplex, you could sell a 1/2 interest in your lease and work with the other owner to build a duplex together.



Zero-lot line two-unit dwellings: If you're thinking about building a duplex, you could also subdivide your lease and submit a development permit with the adjacent landowners.



Front-back duplexes: If you're thinking about building a duplex on a corner lot, you could design a building with two primary units, one facing each street.



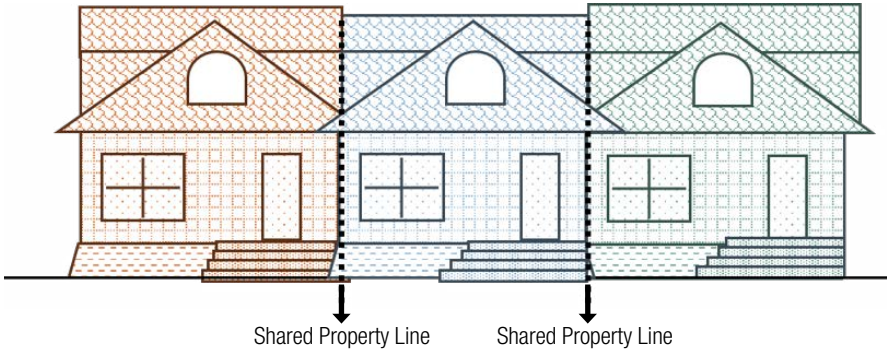
R1, R2, R2H,  
R3a, R4

**Housing Forms**

**Districts Allowed**

**Multi-Unit Developments**

Rowhouse units (3+ units): Rowhouses could be built either as a multi-unit development on a single lot, by subdividing a single lot, or by working with neighbours to build separate units up to the shared property lines.



Small Apartments (up to 6 units allowed in R3a)

Larger Apartments (6+ units)

**CCWc, R3a, R3b**  
and most other residential areas with permission of neighbours

**R3a, R3b**

**R3b**

**Questions?**

[jasperdevelopment@pc.gc.ca](mailto:jasperdevelopment@pc.gc.ca) or (780) 852-6123

**Accessory Dwelling Units**

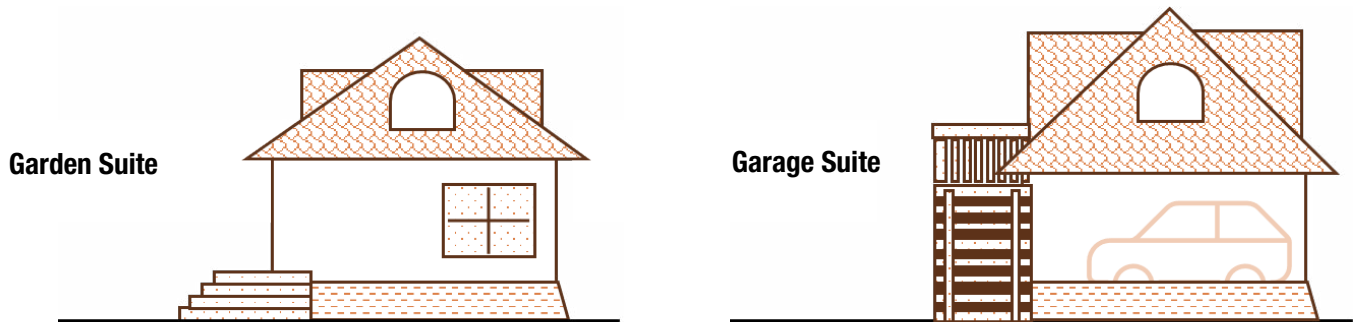
An accessory dwelling is a second, smaller home on the same lot as a main house. This can include a unit attached to or within the main house (secondary suite).

A primary dwelling with:  
**Basement Suite**



*Accessory Dwelling Units  
continued...*

Accessory dwellings can also include an apartment over a separate garage (garage suite), or a small home on a foundation in the backyard (garden suite).



In most residential zones in Jasper, leaseholders are allowed to build up to 1 secondary suite and/or 1 garage or garden suite per primary dwelling on a site (subject to site coverage rules).



### *Accessory Dwelling Units continued...*

Building a house with an accessory dwelling unit – or designing it so that it has the potential for an accessory unit in the future – can provide additional housing in Jasper and give you potential rental income without adding significantly to your building costs.

Some examples of this could include:

On a site with a single detached home, the leaseholder decides to rebuild a home. Five years after construction, the leaseholder saved enough money to build a garage and decides to put a suite above that garage.



On a site with a duplex in Cabin Creek, the owner of Side A decides to build a secondary suite above the attached garage, and the owner of Side B decides to build a wheelchair-accessible suite on the main floor of their unit.



**\*Non-residential buildings:** If you are building a commercial property, please reach out to the Parks Canada Development Office to discuss site development options for your property.





## What else can I do?

The Architectural Motif Guidelines and Land Use Policy set minimum expectations for development in Jasper. As a national park community located within a national park and UNESCO World Heritage Site, these rules balance the need for architectural quality with affordability and flexibility for individual leaseholders while also ensuring the unique qualities of Jasper are maintained. If you would like to go beyond the minimum expectations when considering things like FireSmart, climate resilience, housing or architectural character the resources in the next section are available to help.

### Building with Wildfire in Mind

FireSmart Canada has many resources that are available to help residents and landowners develop their properties to help protect them from wildfires. These resources are available on the [FireSmart Canada website](#). Additional information on wildland-urban interface fire best practices specific to commercial and multi-unit residential structures is available. Please contact Parks Canada directly for more information.

Specific resources that might be useful include:

- [FireSmart Homeowner Resources](#)
- [FireSmart Begins at Home Guide](#)
- [FireSmart Home Development Guide](#)
- [FireSmart Guide to Landscaping \(Second Edition\)](#)

#### **Lessees are encouraged to implement additional FireSmart best practices for existing and new buildings:**

- Install a metal roof on your home or business
- Install vent and exhaust covers with 3 mm non-combustible screening
- Install tempered glass or thermal multi-paned windows
- Install eavestrough covers to stop embers
- Make sure to keep eavestroughs clear of debris and leaves
- Replace your deck with non-combustible materials
- Screen the base of your deck with lattice or non-combustible materials to stop debris and embers from accumulating
- Pick fire-resistant plants identified in the FireSmart Guide to Landscaping and aligned with Parks Canada's planting lists
- Provide more space between your building and any downslope vegetation
- Clear branches from conifers to a minimum height of 3.0 metres
- Provide a minimum of 3.0 m separation between trees

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## Rebuild with Climate Resilience in Mind

Changes have been made to the Architectural Motif Guidelines to better align building and site designs with best practices in Climate Resilience, but more ambitious climate resilience actions have generally been left to individual leaseholders to implement.

If you want to take climate action and wish to reduce energy costs and improve energy conservation during your building design, some of the following actions can be taken.

- Designing your home to net-zero or net-zero-ready standards can significantly reduce your long-term carbon emissions and also mitigate the impacts of changes in energy costs. Resources from Efficiency Canada are an effective tool to help design your home to [Net Zero Standards](#).
- Consider implementing principles of [Passive House Design](#), which can help to dramatically reduce the heating and cooling needs of your home by implementing higher levels of insulation, actively designing for energy efficiency and taking advantage of sun and shadow on your property.
- Wildfire is not the only climate risk that Jasper will face in the coming years, more information on expected climate risks can be found in the [Municipality of Jasper's Climate Risk Assessment Report](#).



## Next Steps

While you are designing your building, Parks Canada and the Municipality of Jasper are now focused on improving the development application review process, including preparing our teams to handle a large volume of applications and streamline processing times so you can start construction when you're ready.

As you use the guide, please provide us with feedback about how to make the guide more useful. Further, if you have questions about how the new development rules apply to your redevelopment, please contact us at [jasperdevelopment@pc.gc.ca](mailto:jasperdevelopment@pc.gc.ca) or (780) 852-6123.

***Best wishes to you and your building!***

# Frequently Asked Questions

## General Questions

### **How can I get a copy of my lease or the original plans for my building?**

Jasper National Park's Realty and Municipal Service Office is available to assist you. If you need lost documents, such as copies of leases, Real Property Reports and plans, please reach out to [jasperrealtymunicipalservices@pc.gc.ca](mailto:jasperrealtymunicipalservices@pc.gc.ca)

### **Where can I find more information on the demolition and site preparation work?**

Additional information on the bulk debris removal program can be found on the [Municipality of Jasper website](#).

Those who are undertaking demolition and debris removal on an individual site can find more information about demolition permits on the [Rebuilding Jasper Parks Canada website](#).

### **I used to operate a home-based business at my property that was destroyed.**

#### **Do I need to re-apply for permission to operate my business?**

To make it easier for business operators, home-based businesses in buildings that were destroyed in the fire are not required to re-apply for business licensing permits during the rebuild process.

### **Can I build exactly the same building that I lost?**

Similar to before the fire, all new development, even if it is to replace a structure that was destroyed, must be built in accordance with the current [Land Use Policy](#), [Architectural Motif](#), and [Safety Codes](#). This may mean that some structures may not be able to be built exactly as they were before. If you would like to build a similar structure to what you had before, but the current policies would prevent you from doing so, please talk to the Parks Canada Development Office to discuss what options are available to you.

### **What if I don't want to or can't feasibly rebuild?**

We understand rebuilding is not the best decision for everyone, please reach out to [jasperrealtymunicipalservices@pc.gc.ca](mailto:jasperrealtymunicipalservices@pc.gc.ca) or (780) 852-6220 to talk about the options that are available to you.

### **What changes were made to the Land Use Policy and Architectural Motif?**

Information on important changes to the Land Use Policy and Architectural Motif are found earlier in the Rebuild Guide. If you would like a detailed summary or redline copies of the changes made to the Architectural Motif and Land Use Policy, please reach out to the Parks Canada Development Office.

### **Do these development policy updates mean I need to make changes to my existing home?**

Existing homes are not required to make changes to align with the updated development policies. When it comes time to replace roofs, siding or other areas, depending on the scope of the renovations, as was the case before the wildfire, leaseholders may be required to bring their development into alignment with modern policies and code.

As always, leaseholders are encouraged to undertake simple maintenance actions like keeping firewood and other combustible materials away from buildings, pruning bushes and trees away from buildings, and regularly cleaning leaves and other combustible materials away from roofs, eaves and under decks.

## General Questions continued...

### When will the Municipality take over authority for planning and development from Parks Canada?

Bill C-76, an Act to amend the *Canada National Parks Act*, received royal assent on October 3, 2024. The bill enables Parks Canada to transfer some of the authorities for land use planning and development to the Municipality of Jasper.

The transfer of specific authorities for the management of day-to-day administration of land use planning and development will take place after a number of steps occur (e.g. establishment of a community plan and land use bylaw). Until that time, Parks Canada remains the land use planning and development authority and will continue to accept and consider applications for development in the townsite of Jasper.

### What are Parks Canada and the Municipality of Jasper working on next?

Parks Canada and the Municipality of Jasper are committed to the following:

- Making changes to the approved planting lists to incorporate FireSmart best practices
- Creating a new community plan for Jasper<sup>1</sup>
- Creating a land use bylaw for Jasper<sup>1</sup>
- Creating new architectural standards and guidelines for Jasper<sup>1</sup>
- Completing the transfer of specific land use planning and development authorities from Parks Canada to the Municipality of Jasper

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## Residential Buildings

### I have a double lot—does that mean I can build two homes?

This will depend on how your lease is structured. If you have a single leasehold on a double lot and would like to build a home on each lot, you will need to subdivide your lease. Talk to the Development Office at [jasperrealtymunicipalservices@pc.gc.ca](mailto:jasperrealtymunicipalservices@pc.gc.ca) for more on this.

### Can I subdivide my property?

One of the changes to the land use policy was to remove the minimum site width allowed for each district. This means that where development is feasible, lots and leases could be subdivided to accommodate additional lots and development.

Subdivision involves two processes—subdividing the land and subdividing your lease. For more information on the lease subdivision process and associated fees, please contact [jasperrealtymunicipalservices@pc.gc.ca](mailto:jasperrealtymunicipalservices@pc.gc.ca).

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<sup>1</sup> Existing Parks Canada policies in many cases may be adopted/used as a starting point in establishing municipal bylaws and standards.

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## Mobile Homes

### Can I replace my destroyed mobile home with a new one?

Mobile homes are only allowed on lots in the R4 District subject to the Land Use Policies in Section 7.15. Property owners who lost a mobile home are permitted to replace it with another mobile home subject to safety code requirements and the requirements of the [Land Use Policy](#). Mobile homes are not permitted elsewhere in the Jasper townsite.

### I want to buy a new mobile home – are there any restrictions I need to know?

The [Land Use Policy](#) requirements for the replacement of mobile homes are based on the requirements that were established for mobile homes in Jasper in 1992 and were updated to: a) grant more flexibility to mobile home owners, b) align with requirements for permanent structures in the land use district, and c) align with modern safety codes.

Any mobile home placed on a lot in Jasper must comply with applicable safety codes. We strongly encourage you to contact a [safety codes officer](#) before purchasing a used mobile home to verify it meets the current code. To avoid any issues, please do not purchase a new mobile home before confirming that the mobile home meets current building code requirements for mobile homes.

As with all districts, The [Land Use Policy](#) establishes restrictions on the size of a mobile home, setbacks, site coverage, and parking to maintain the character of the neighbourhood.

### Can I buy a used mobile home?

Any mobile home placed on a lot in Jasper must comply with applicable safety codes. We strongly encourage you to contact a [safety codes officer](#) before purchasing a used mobile home to verify it meets the current code. All mobile homes will be required to have a minimum 4:12 roof pitch and meet Architectural Motif Requirements regarding siding and roofing. Vinyl siding is not permitted.

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## Commercial Buildings

### How does the commercial floor area cap impact building a commercial building impacted by fire?

Under the *Canada National Parks Act*, the amount of floor area that can be developed for commercial purposes is limited in the Town of Jasper. This is to ensure there are enough residential lands available to provide a comfortable living community for the national park visitor service centre, with a limited land base that is fixed in law.

The commercial floor area cap is allocated on a lot-by-lot basis. Redevelopment of buildings that had been allocated commercial floor area before the fire can build up to their pre-fire commercial area allocation.

If you are a commercial leaseholder who is not interested in rebuilding, please reach out to Parks Canada to indicate what your plans are for the site.

## *Commercial Buildings continued...*

### **Can I construct a larger building than what I had before?**

There is currently 2,091 square metres (22,500 square feet) of commercial floor area remaining to be allocated in the Jasper townsite. There is no remaining commercial floor area to be allocated in the industrial park.

If you would like to expand the commercial floor area of your building, your first step is to apply to the Parks Canada Development Office for additional commercial floor area. Commercial floor area is limited, and applications may not be successful. Applications are taken once per year. The deadline for applications for 2024 is November 30<sup>th</sup>. More information on this process can be [found here](#).

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## **Application Questions**

### **How long will it take for my permit application to be reviewed?**

Timelines will vary depending on the complexity of the application. The Parks Canada Development Office is currently experiencing an unprecedented volume of inquiries and applications. We are actively working to bring in additional resources to speed up application review timelines. We appreciate your patience as we review your application.

### **What can I do to speed up the application process?**

To speed up the process, make sure you are submitting a complete application by following the appropriate [checklist for your development](#).

Incomplete applications cause delays in reviewing permit applications. If an application is incomplete, development officers will let you know what is missing and pause their review of your file until the missing information is submitted.

Make sure you have:

- All the required drawings and plans
- Label all the plans with dimensions in metric
- Provide as much detail as possible

### **Do I need a Landscape Plan?**

We have allowed flexibility to make rebuilding easier, therefore approved landscape plans are required prior to issuing a final occupancy permit.

### **I submitted an application before the policies were updated. How will my application be reviewed?**

All applications submitted after the new rules come into effect will be reviewed based on the updated policies. Applicants with ongoing applications will be notified of the changes, and their alignment will be discussed with the Development Office. For in-progress applications, Parks Canada is committed to working collaboratively with applicants to ensure that those applications can continue to proceed in a timely manner.

*Application questions  
continued...*

**What is a variance, and am I eligible for one?**

A variance means a relaxation to the planning, architectural, siting or other requirements of the Land Use Policy due to unique site conditions or built heritage resource factors. This can be reducing a required setback or allowing a building to be built slightly taller than the height limit for the land use district.

The Superintendent has the ability to approve development permits with variances **only if**:

- the proposed development would not unduly interfere with the amenities of the area or the use, enjoyment, safety, aesthetics, or value of neighbouring properties; **and**
- an unusual site configuration, soil conditions, or other factors, which are peculiar to the site and not the result of actions of the applicant, may result in unnecessary hardship or practical difficulties for the proposed development; or
- approval of the variance would likely improve the quality of the design.

To apply for a variance, please [review the guidance on the Parks Canada website](#), then submit [this form](#) to the development office. Major decisions will go through the standard process of community notification.

**For more frequently asked questions  
and our development checklist.**





## COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

### *SUPPLEMENTARY*

Christopher Read, Director

1 November 2025

As we continue to increase services in the return to core functions within Community Development, facilities and services have returned as cleaning and staffing have allowed. Over the past few weeks many changes have occurred, and we wanted to update Council and the Community. Therefore we have produced this supplementary report on the most queried and most pressing parts of our current status:

### **Recreation Renovation Project Update:**

#### **1. Arena: NO CHANGE FROM LAST REPORT**

- **Rink Board Modification:** Projected for completion in early November.
- **Ice-Making Plant Start-up:** November 1st.
- **Curling Ice:** Projected second week of November.
- **Arena Ice:** Projected third week of November.
- **Dressing Rooms:** Projected third week of December.

#### **2. Aquatic Centre & Changerooms:**

- **Pool: CHANGED PROJECTION** Projected second week of December.
  - During the wildfire-related delays and subsequent cleanup the pool has suffered damage to the basin coating. This coating is required for successful operation of the pool, and therefore we will address this immediately. This will result in a 2- to 3-week delay from the prior projected opening date, pending contractor confirmation.
  - This date is also still dependent on a successful start-up process, including filling the pool, checking for leaks, starting up mechanical systems, making any necessary repairs, and obtaining Public Health approval.
- **Changerooms: UPDATE** Projected second week of November.

#### **3. Curling Rink & Lounge: NO CHANGE FROM LAST REPORT**

- **Curling Rink:** Projected second week of November.
- **Curling Lounge:** Projected first week of December.

#### **4. Bonhomme Street: NO CHANGE FROM LAST REPORT**

- **Reopening:** Projected for November 4th.

#### **5. Remainder of the Project: NO CHANGE FROM LAST REPORT**

- **Key Areas:** Expected by the third week of December.
  - Elevator
  - Main floor and basement lobbies
  - Downstairs accessible washroom
  - Main entrance plaza and doors

Reminder that the most current information on the renovation project is available any time on our major projects page: <https://www.jasper-alberta.ca/p/jasper-activity-centre-renovation-project->



# Community Update:

## OUTREACH, RECOVERY OUTREACH, & SETTLEMENT SERVICES:

- Outreach is still seeing between 10-15 new clients a day (Recovery Outreach staff taking the bulk).
  - Puts our numbers still in the **50-75 new clients per week**, dramatically higher than our usual 2-3 new clients per week pre-fire, but down from the high of 80-100 new clients for the first three weeks.
  - Data for September:
    - 673 total clients (non-unique)
    - 263 new clients (unique)
    - 538 returnee clients in September (more than 2 visits)
    - Approximately 30% of clients supported are currently outside of our community
- Outreach is heavy on the navigating financial supports but also starting to see more complexity around mental health and resources connection. (People starting to really show more signs of deep stress).
- We have been compiling therapist contacts in Hinton.
- Clients are struggling to access timely private therapy - for those not able to connect to Recovery Alberta (therapists at hospital).
- Outreach also reporting another wave of relocation away from the community. Families/ Individuals looking for supports to relocate. They realize they will not be able to sustain the winter here given the employment/rent disparity.
- Outreach and Settlement Staff have started to move back to community programming:
  - two days in the school debriefing with classrooms.
  - several Halloween themed community events – high demand and uptake for community pumpkin carving especially!
  - amazing Post Fire Speaker Series and other community speaker events coming.
  - lots of collaboration/support from Recovery Alberta, Red Cross, Service Canada, and the Jasper Community Team Society.

## COMMUNITY CONVERSATIONS AND ENGAGEMENT:

Community Trends shared at Community Conversations (3), JLIP (1), & Newcomer Network (2):

- Decision making with so many unknowns is concerning and stressful for residents and business owners. Folks don't know enough to make the many big decisions they have in front of them.
- There is the opportunity to do more around economic recovery. A lot of the social trends we're hearing involve uncertainty around employment and business feasibility into the next year.
- **Housing is the number one concern.** Tourism and hospitality workers are not considered essential and thus not housed via the temporary accommodation. But they are essential to the resumption of our visitor-based economy. Creative solutions around housing will be needed.
- Details on GOA funded temporary / interim accommodation for workers in essential worksites is not yet clear.
- Organizations want to assess post-fire needs and ensure programs and services are meeting recovery priorities of Jasperites. Opportunity for a community survey.
- A lot of organizations are back up and running again but also grappling with between 20% to 50% staff displacement. Many staff displaced are living in temporary, precarious living arrangements, some of which will be upended in the spring.
- Folks with Closed Work Permits were disproportionately negatively impacted by the disaster.
- **COMMON TREND: People are having trouble meeting basic needs: income insecurity, food insecurity, housing unknowns or housing insecurity, winter clothing, etc.**