

MUNICIPALITY OF JASPER
REGULAR COUNCIL MEETING AGENDA
September 2, 2025 | 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, September 2, 2025 attachment

Recommendation: That Council approve the agenda for the regular meeting of September 2, 2025 as presented.

3 APPROVAL OF MINUTES

3.1 Regular meeting minutes, August 19, 2025 attachment

Recommendation: That Council approve the minutes of the August 19, 2025 Regular Council meeting as presented.

3.2 Committee of the Whole meeting minutes, August 26, 2025 attachment

Recommendation: That Council approve the minutes of the August 26, 2025 Committee of the Whole meeting as presented.

4 DELEGATIONS

5 CORRESPONDENCE

5.1 CN – Rail Safety Week Proclamation Request attachment

Recommendation: That Council proclaim September 15-21, 2025 Rail Safety Week.

5.2 Association Canadienne Francaise de l'Alberta (ACFA) attachment

Recommendation: That Council receive the letter from ACFA for information.

5.3 Astoria Hotel attachment

Recommendation: That Council receive the letter from the Astoria Hotel for information.

6 NEW BUSINESS

6.1 Jasper Recovery Coordination Centre Progress Update attachment

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Recommendation: That Council receive the progress update for information.

6.2 Utilities Master Plan

[attachment](#)

Recommendation: That Council consider the Utilities Master Plan as presented.

6.3 Off-Site Levies Update

attachment

Recommendation: That Council adopt the Off-Site Levy Update as presented.

6.4 Rebuild Bylaw third reading

attachment

Recommendation: That Council give third reading to bylaw #272, the Rebuild Bylaw 2025, as presented.

7 NOTICES OF MOTION

8 COUNCILLOR REPORTS

9 UPCOMING EVENTS

Last meeting of current Council – Tuesday, September 16
Nomination Day – Monday September 22
National Day for Truth and Reconciliation – Tuesday, September 30
All Candidates Forum – Tuesday, October 7, 6:30pm to 8:30pm
Advance Vote – Wednesday, October 15
Municipal Election Day – Monday, October 20

10 IN CAMERA

10.1 Labour, Access to Information Act (ATIA) s. 20(1), s. 29(1)(b)

11 ADJOURNMENT

Recommendation: That, there being no further business, the regular meeting of September 2, 2025 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, August 19, 2025 | 1:30pm
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing and participation during Council meetings is through both Zoom livestreaming and in-person attendance.

Present Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Ralph Melnyk, Helen Kelleher-Empey, Kathleen Waxer, and Rico Damota.

Absent Councillor Scott Wilson

Also present Bill Given, Chief Administrative Officer
Christine Nadon, Director of Protective & Legislative Services
Natasha Malenchak, Director of Finance & Administration
Twyla Hale, Human Resources Manager
Christopher Read, Director of Community Development
Courtney Donaldson, Director of Operations
Logan Ireland, Jasper Recovery Coordination Centre Project Manager
Jen Dillon, Protective Services Coordinator
Ann Thomas & Dennis Zaffino, Jasper Park Tennis Club Society
Mollie Lalonde Lynch, Advocates for Special Kids
Tamara Wuttunee-Campbell, Ryan Ropcean & Fred Wiebe, Aquatera
14 observers

Call to Order Mayor Ireland called the August 19, 2025 Regular Council meeting to order at 1:30pm.

Additions or deletions to agenda #390/25 MOTION by Councillor Melnyk that the following item be added to the August 19, 2025 Regular Council agenda:

- 6.8 Community Futures West Yellowhead’s Recovery Program Update
- 6.9 In-Camera item – Labour

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Approval of agenda #391/25 MOTION by Councillor Waxer – BE IT RESOLVED that Council approve the agenda for the August 19, 2025 Regular Council meeting as amended.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Approval of Regular minutes #392/25 MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council approve the minutes of the August 5, 2025 Regular Council meeting as presented.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Approval of Committee of the Whole Meeting minutes #393/25 MOTION by Councillor Hall – BE IT RESOLVED that Council approve the minutes of the August 12, 2025 Committee of the Whole meeting as presented.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Delegations – Jasper Park Tennis Club Society, Ann Thomas #394/25 Ann Thomas and Dennis Zaffino of the Jasper Park Tennis Club Society spoke to Council regarding grant funding that has been secured for tennis court refurbishment and the creation of additional pickle ball courts.

MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the presentation from the Jasper Park Tennis Club Society for information and direct administration to bring this project as a funded item to the 2026 Budget Deliberations.

	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Delegations – Advocates for Special Needs Kids, Mollie Lalonde Lynch	Mollie Lalonde Lynch on behalf of Advocates for Special Kids spoke to Council regarding a request for support for Inclusive Housing for Adults with Neurodiversity in Jasper.		
Correspondence – Mollie Lalonde Lynch #395/25	Council received correspondence from resident Mollie Lalonde Lynch seeking support for Inclusive Housing for Adults with Neurodiversity. MOTION by Councillor Hall – BE IT RESOLVED that Council receive the correspondence for information and advocate to the provincial government to consider a supported and dedicated living space for Adults with Neurodivergent Needs in Jasper.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
RCMP Quarterly Report	Council received a quarterly report from the RCMP containing information on human resources, community priorities and crime statistics for the Jasper Detachment.		
#396/25	MOTION by Councillor Helen Kelleher-Empey – BE IT RESOLVED that Council receive the correspondence for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Aquatera Annual Update	Council received an annual update from Aquatera’s Tamara Wuttunee-Campbell and Ryan Ropcean containing information on Jasper operations, community support, the Jasper Wildfire Complex, performance, capital projects and more.		
#397/25	MOTION by Councillor Melnyk – BE IT RESOLVED that Council receive the presentation of Aquatera’s Annual Update for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Mayor Ireland called a recess from 2:44 pm to 2:50 pm.		
Jasper Recovery Coordination Centre Progress Update	Council received a Jasper Recovery Coordination Centre progress update from the Recovery Project Manager Logan Ireland. Highlights include information on interim housing, joint town rebuild, social and economic recovery initiatives and more.		
#398/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council receive the progress update for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Director’s Report – Finance & Administration	Council received a report from Director of Finance & Administration Natasha Malenchak. The report included updates on major IT projects, staffing, service trends, an update on the 2025 operating budget and more.		
#399/25	MOTION by Councillor Damota – BE IT RESOLVED that Council receive the report for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED

Advertising Bylaw 2025 #400/25	MOTION by Councillor Melnyk – BE IT RESOLVED that Council give third reading to bylaw #271, the Advertising Bylaw 2025, as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Health and Safety Policy #401/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council approve Policy E-109 Health and Safety as presented; and that Council rescind Policy E-009 Health and Safety.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Rebuild Bylaw 2025 #402/25	MOTION by Councillor Hall – BE IT RESOLVED that Council give first reading to bylaw #272, the Rebuild Bylaw 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
#403/25	MOTION by Councillor Waxer – BE IT RESOLVED that Council give second reading to bylaw #272, the Rebuild Bylaw 2025.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Post-Wildfire Infrastructure Damage Assessment #404/25	MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that Council receive the report for information.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Community Futures West Yellowhead	Councillor Melnyk relayed that Community Futures West Yellowhead has requested an extension on their 2024 Jasper Wildfire Complex Recovery Loan initiative until September 2026.		
In Camera #405/25	MOTION by Councillor Waxer to move in camera at 3:44 pm to discuss agenda item: <ul style="list-style-type: none"> 6.9 In Camera – Labour 		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
	Twyla Hale, Human Resource Manager and Bill Given, CAO also attended the in-camera session.		
Move out of camera #406/25	MOTION by Councillor Kelleher-Empey to move out of camera at 3:57 pm.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Letter of Understanding #407/25	MOTION by Councillor Waxer that council authorize the Mayor to sign Letter of Understanding #7 between the Municipality of Jasper and CUPE Local 1458 as presented.		
	FOR 6 Councillors	AGAINST 0 Councillors	CARRIED
Notices of Motion	none		
Councillor Reports	Councillors Melnyk and Kelleher-Empey hosted guests from Hakone, Japan.		
	Councillor Kelleher-Empey attended a Riverboat event in Edmonton with residents from Evergreens properties.		

Several Councillors attended a Taxation Workshop.

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

Adjournment MOTION by Councillor Kelleher-Empey – BE IT RESOLVED that, there being no
#408/25 further business, the Regular Council meeting of August 19, 2025 be adjourned at
4:04 pm.

FOR	AGAINST	
6 Councillors	0 Councillors	CARRIED

Mayor

Chief Administrative Officer

Municipality of Jasper
Committee of the Whole Meeting Minutes
Tuesday, August 26, 2025 | 9:30am
Jasper Library and Cultural Centre, Quorum Room

Virtual viewing and participation	Council attendance is in Council chambers at the Jasper Library and Cultural Centre. This meeting was also conducted virtually and available for public livestreaming through Zoom. Public viewing during Council meetings is through Zoom livestreaming and participation is through in person attendance.		
Present	Mayor Richard Ireland, Deputy Mayor Wendy Hall, Councillors Kathleen Waxer and Ralph Melnyk		
Absent	Councillors Helen Kelleher-Empey, Scott Wilson, Rico Damota		
Also present	Bill Given, Chief Administrative Officer Christine Nadon, Director of Protective & Legislative Services Courtney Donaldson, Director of Operations & Utilities Marley Pollock, Town Planner Vidal Michaud, Utilities Manager Monica Rodriguez, Administrative Assistant, Urban Design and Standards Cam Jenkins, Municipal Housing Coordinator Goeffrey Schulmeister, ISL Engineering Joel Grieco, ISL Engineering Paul Butler, Jasper Park Chamber of Commerce 13 observers		
Call to Order	Deputy Mayor Hall called the August 26, 2025 Committee of the Whole meeting to order at 9:33am.		
Additions/ Deletions to agenda #409/25	MOTION by Mayor Ireland to add an in camera item, intergovernmental relations.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Approval of agenda #410/25	MOTION by Councillor Waxer that Committee approve the agenda for the August 12, 2025 Committee of the Whole meeting as amended.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Business arising August 12 minutes	None		
Delegations	Paul Butler from the Jasper Park Chamber of Commerce addressed the Utilities Master Plan and its purpose; the Off-Site Levies Bylaw and its financial impact on taxpayers; and support for the development of a property and business tax policy.		
Correspondence	None		

Utilities Master Plan Report	Committee received a presentation from Utilities Manager Vidal Michaud, and Joel Grieco and Geoffrey Schulmeister of ISL Engineering on the Utilities Master Plan, which considers future community needs and presents a 25-year road map for Jasper's water, wastewater and stormwater systems. The plan integrates previous studies and addresses growth, asset renewal and post-wildfire redevelopment. It also identifies deficiencies, recommends upgrades, prioritizes projects based on risk, service level criteria and capital costs.		
#411/25	MOTION by Mayor Ireland that Committee refer consideration of the Utilities Master Plan as presented to Council.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Recess	Deputy Mayor Hall called a recess from 10:55am to 11:05am.		
Jasper Off-Site Levy Update	Committee received a presentation from Town Planner Marley Pollock, and Joel Grieco and Geoffrey Schulmeister of ISL Engineering, on off-site levies to support the capital costs of municipal infrastructure.		
Recess	The meeting was interrupted due to an internet outage. Deputy Mayor Hall called a recess from 11:52am until 1:00pm.		
Jasper Off-Site Levy Update (continued)	Councillors asked clarifying questions regarding projected population; current and future infrastructure needs; application of the off-site levies to different types of properties; and the relationship between those items. Councillors also considered the engineering recommendations and how they may impact policy decisions to be made by Council, including the impact of the proposed change in rates on an average new residential unit development in relation to the 2015 bylaw.		
#412/25	MOTION by Councillor Melnyk that Committee recommend Council adopt the Off-Site Levy Update as presented.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Adoption of Jasper Off-Site Levies Bylaw (2025)	Committee received a presentation from Town Planner Marley Pollock, who outlined the changes made to the bylaw following input from Committee at a previous meeting, and provided information on the purpose of the new bylaw and the process the Urban Design and Standards team employed to develop it.		
#413/25	MOTION by Councillor Melnyk that Committee extend the meeting beyond four hours.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED

#414/25	MOTION by Mayor Ireland that Committee direct Administration to consider the Jasper Off-Site Levy Bylaw in the context of discussions today and return to a Committee of the Whole meeting after the 2025 municipal election.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Financial Tools to Incentivize Housing Development Policy #415/25	<p>Committee received a report from CAO Given on a draft policy presenting financial tools to support housing incentives to be funded by Housing Accelerator Fund dollars the Municipality of Jasper received in 2025. The policy proposes that fees, in whole or in part, could be considered for reimbursement, waiver, reduction or exemption.</p> <p>MOTION by Mayor Ireland that Committee direct Administration to revise the draft policy and return to future Committee of the Whole meeting.</p>		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Development of Property and Business Tax Policy #416/25	<p>Committee received a report from CAO Given on the development of a Property and Business Tax Policy. This policy is before Committee following a Council workshop on taxation held earlier this month.</p> <p>MOTION by Councillor Waxer that Committee direct Administration to develop a property and business tax policy and return to a meeting following the 2025 municipal election.</p>		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Motion Action List	Administration reviewed the Motion Action List.		
#417/25	MOTION by Councillor Melnyk that Committee approve the updates to the Motion Action List as noted, and direct Administration to facilitate a joint letter by the Mayor, Jasper Park Chamber of Commerce and Tourism Jasper to the Minister of Transportation regarding the provincial rail master plan.		
	FOR 4 Councillors	AGAINST 0 Councillors	CARRIED
Councillor upcoming meetings	Councillors Waxer, Melnyk and Deputy Mayor Hall will be attending a Human Resources Committee meeting on Thursday morning.		
Upcoming Events	Council reviewed a list of upcoming events.		
In Camera #418/25	MOTION by Councillor Melnyk to move in camera at 3:03pm to discuss intergovernmental matters.		

FOR	AGAINST	
4 Councillors	0 Councillors	CARRIED

CAO Given and Director Nadon also attended the in camera session.

#419/25

MOTION by Councillor Waxer to move out of camera at 3:23pm.

FOR	AGAINST	
4 Councillors	0 Councillors	CARRIED

Adjournment
#420/25

MOTION by Councillor Melnyk that, there being no further business, the Committee of the Whole meeting of August 26, 2025 be adjourned at 3:24pm.

FOR	AGAINST	
4 Councillors	0 Councillors	CARRIED

AGENDA ITEM 5.1

From: Janet Drysdale

Date: July 14, 2025 at 12:01:53 PM MDT

To: Richard Ireland <rireland@jasper-alberta.ca>

Subject: Rail Safety Week 2025 | Proclamation request

Dear Mayor Ireland,

Rail Safety Week will take place across Canada from September 15 to 21, 2025.

For more than 20 years, CN has partnered with Operation Lifesaver Canada (OL) to raise public awareness about the dangers of crossing and trespassing on railway property. In recent years, we have seen disturbing spikes in deaths and serious injuries related to both. Inattention and distraction at crossings, risky behaviours on and around trains, the rise of homeless encampments along rail corridors, and mental health crises are all factors driving the recent, negative reversal in trendlines.

As valued neighbours and partners in promoting community safety, CN and OL together would like to ask your council to join us in raising awareness about the critical issue of rail safety by adopting the enclosed [proclamation](#).

Your leadership plays a vital role in educating the public about the risks associated with inattention at railway crossings and trespassing on train tracks and other rail infrastructure. Rail Safety is a shared responsibility; everyone has a role to play. By signing the proclamation and encouraging public engagement, your municipality will help foster a culture of safety and prevention and we would be honoured to publicly acknowledge your commitment to this cause.

If you have any questions or concerns, please contact Julianne Threlfall, your local CN Public Affairs representative, at julianne.threlfall@cn.ca.

For more information: Questions or concerns about rail safety in your community, contact our Public Inquiry Line at 1-888-888-5909

For additional information about Rail Safety Week 2025 visit cn.ca/RailSafety or operationlifesaver.ca. Let us know how you promote rail safety in your community by posting on cn.ca/RSW2025

For any questions about this proclamation, please email RSW@cn.ca Visit cn.ca/RSW-toolkit to access the Rail Safety Week toolkit which includes resources to help you further promote rail safety education in your community.

Thank you in advance for your support.

Janet Drysdale CN Senior Vice-President and Chief Stakeholder Relations Officer

Shawn Will CN Chief of Police and Chief Security Officer

Chris Day Operation Lifesaver Interim National Director





Proclamation

Rail Safety Week

- Whereas** Rail Safety Week will be held in Canada from September 15-21, 2025;
- Whereas** 261 railway crossing and trespassing incidents occurred in Canada in 2024; resulting in 68 avoidable fatalities and 58 avoidable serious injuries;
- Whereas** Educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens;
- Whereas** Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, indigenous communities, police services, media and others to raise rail safety awareness; and
- Whereas** CN and Operation Lifesaver have requested Jasper Municipal Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

Now, therefore, I, Mayor Richard Ireland, on behalf of Council and the Municipality of Jasper, do hereby proclaim the week of September 15-21, 2025 as Rail Safety Week.

DATE: September 2, 2025

SIGNATURE:

Richard Ireland
Mayor
Municipality of Jasper

August 26, 2025

To Mayor and Council,

The ACFA régionale de Jasper is currently in the process of writing its next funding application to Canadian Heritage for the upcoming 2026–2029 programming period in Jasper.

As you know, the ACFA promotes the French language and culture while offering services to all Francophones and Francophiles in the Jasper and Hinton communities. Living in an area rich in history, we understand the importance of supporting the diversity of culture, history, heritage, and Canada's official languages.

We make a strong effort to offer services and activities that welcome the entire community, and we would like to count on your support in obtaining the necessary resources to further develop our services and activities in the region.

The ACFA would like to know if it would be possible for you to provide support by writing a letter that demonstrates your endorsement of our efforts to expand services and activities for our community. The letter should be addressed to Ministère du Patrimoine Canadien.

Thank you for your time—it is greatly appreciated!



Emilie Langley, Directrice
ACFA régionale de Jasper
C.P. 298
500 rue Robson
Jasper, Alberta, T0E 1E0
Tél: 780-852-7476
jasper@acfa.ab.ca



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August 21, 2025

To: The Municipal Town Council of Jasper

Dear Council Members,

I am writing on behalf of my family and our businesses, the Astoria Hotel, Papa George's Restaurant, and the De'd Dog Pub, which have served Jasper residents and visitors for a century. We remain proud to be a cornerstone of this community, having been a part of Jasper's journey since 1925. Along that journey the past four years have brought extraordinary challenges which we share with the locals, and fellow business owners of our community.

Timeline of Impacts on Business Revenue:

COVID-19 Pandemic (March 2020 – 2022)

- On March 17, 2020, government-mandated closures of accommodations and dining facilities were enacted in Jasper. The Mayor and Superintendent of Jasper National Park publicly appealed to visitors to avoid the community.
- Due to the Astoria's interior access layout (second-floor rooms reached by hallways and stairways), we were not viable for guests during this period. For over 10 weeks, we had virtually no room revenue. Normally, occupancy at this time of year would be 50% in April, 70% in May, 85% in June, and full in July/August.

- Our restaurant and pub were likewise closed until June, and then forced to operate at 50% capacity due to social distancing measures. Restrictions continued in varying forms well into 2021.
- In short, while tourism collapsed, taxes and utilities continued, leaving us with heavy obligations and no matching revenue.

Chetamon Fire (August 2022)

- A wildfire in the Chetamon Lake area destroyed the electrical transmission line serving Jasper. The Mayor and Superintendent again advised against visiting Jasper.
- Although the Astoria was able to operate with its generator, costs skyrocketed — electricity costs tripled from \$100/day to \$300/day, while food and beverage supply chains broke down and guest cancellations forced significant refunds.
- This crisis hit at the peak of our high season, compounding already fragile finances.

2023: A Year of Gradual Recovery

- With restrictions lifted and no major disasters, 2023 was a year of rebuilding and slow return to stability.

2024 Jasper Wildfire Complex

- On July 21, 2024, multiple wildfires forced the complete evacuation of Jasper. Approximately 25,000 residents and visitors left town within 12 hours.
 - On July 24, the fires had destroyed one-third of Jasper's buildings, and the community was closed to all but emergency services.
 - The Astoria, though not burned, sustained smoke and wind damage and was closed for 37 days. For the next two months, revenue was minimal. The estimated loss during this critical period exceeded \$2 million by October 31, 2024.
-

Financial Realities

- Annual fixed operating costs for the Astoria, Papa George's, and the De'd Dog are approximately **\$1 million** (about \$3,000/day). These include mortgage, insurance, utilities, and municipal taxes.
 - Since 2020, our business has been closed or severely compromised for **274 days** — representing over **\$800,000 in unavoidable expenses** without revenue to offset them.
 - Meanwhile, municipal property taxes and utilities have continued to rise, with penalties for late payments further compounding the debt burden.
-

Our Request

We fully recognize that municipal taxes are essential to the operation of the community, and we remain committed to paying our fair share. However, the combination of unprecedented disasters, increased municipal charges, and compounded penalties has created a situation that is unsustainable.

We are therefore requesting that **all penalties and interest be forgiven** on our outstanding municipal tax account. In exchange, we are prepared to immediately pay the **entire principal balance in full**.

This resolution would allow the Municipality to collect the core taxes owed without delay, while giving our family-run businesses a fighting chance to recover and continue providing employment, services, and ongoing tax contributions to Jasper.

Closing

The Astoria Hotel has been part of Jasper for 100 years. We want to continue that legacy for the next century with the partnership from our local government to make it possible. By granting this relief, Council will not only resolve a long standing debt but also send a powerful message of support to small, family owned businesses that form the backbone of Jasper's identity.

Thank you for your consideration.

Respectfully,

Oliver Andrew
General Manager

Astoria Hotel | De'd Dog Bar & Grill | Papa George's Restaurant

JASPER RECOVERY COORDINATION CENTRE (JRCC)

- September 2, 2025

PROGRESS UPDATE

JRCC EXECUTIVE SUMMARY

- Interim Housing:** 282 households (538 individual residents) have moved into interim housing as of August 27, 2025. Prefabricated homes are being installed on one in-town interim housing site and additional units are expected to arrive in-town and at marmot meadows for occupation in September and October.
- Demolition Permits:** 99% physical debris removed, 257 close-out permits issued, total of 309 soil testing reports submitted for Parks Canada review (residential + commercial). Continuing to support homeowners navigating soil testing. Timelines for remaining testing and remediation are impacted by factors including laboratory timelines, discussions with insurance and Parks Canada and Municipality of Jasper reviews.
- Town Rebuild:** Many fire-affected properties have not yet applied for rebuilding permits. 92 development permits for rebuilds approved out of 117 received. Support and information on applying for permits continues to be available by contacting jasperdevelopment@pc.gc.ca.
- Construction Coordination:** Street and Public Space Use permits are available for road and sidewalk closures around construction sites. Storage of materials on neighboring properties and clean fill to Marmot pit are the compliance topics of the week.
- Social Recovery:** *Healing Through Fire* and *Community Spiritual Circles* continue in August and September. Additional *Pathfinders/Youth Pathfinders* training to begin in September. Social Recovery Working Group is developing new objectives for the next phase of recovery.
- Economic Recovery:** Working group is developing performance indicators to track recovery progress.
- Communications:** Starting September 2, Parks Canada provided fencing will begin to be removed from properties where debris has been cleared and no physical hazards remain. Properties where fencing must remain in place have been contacted.

INTERIM HOUSING

- As of August 27, 2025, 282 interim housing units are occupied by 538 residents. A further 31 households (47 residents) are in various stages of lease-signing and move-in processes with the Canadian Red Cross.
- 104 applicant households have not received offers of housing and 87 more are on a waitlist for options that better suit their needs (unmet needs = 191 households)
- All 51 long-term campsites at Whistlers campground are currently occupied by Jasper residents, with an additional 9 sites occupied at Sleepy Hollow.
- 14 sites at Wabasso Campground are currently occupied by reconstruction contractors. Winter camping and work camp location options for contractors are being explored.
- Site servicing work has begun on two of the sites selected for additional interim housing. 6 pre-fabricated units have arrived with others to arrive and be ready for occupation by end of September 2025. Units for the second site are expected to arrive and be ready for occupation by mid-October 2025.

DEBRIS MANAGEMENT

- **Demolition permits:** 100% of demolition permits have been issued.
- **Physical debris removal complete by Spring 2025:** Over 99% of lots having debris removed. Sampling analysis and administrative work continues to ensure sites are clean and safe for rebuild.
- **Confirmatory soil sampling:** 309 reports have been submitted; 256 have been confirmed contamination-free and passed for Certificate of Completion; 8 are currently returned for more information; the remainder are under review or awaiting other CoC requirements.
- **Demolition Close-out Permits (Certificates of Completion):** 257 close-out permits have been issued.
 - 229 residential properties
 - Alpine Village and Tekarra Resort, 4 of 5 cottages at Lake Edith, and 16 of 35 commercial properties in town .
- While the post-debris removal sampling process occurs, lessees can submit development permit applications for review and approval; however, building permits cannot be issued until the demolition close-out permit is finalized.
- Site prep for shallow utility re-installation has begun on properties where the MoJ has explicit permission from leaseholders to remove impediments from the front setback of the site.

JOINT TOWN REBUILD

- **Development activity as of August 25:**

- 250 Development Permits issued since August 2024. 85% of submitted development permit applications have been approved. [Development office Statistics](#) updated every 2 weeks and includes current timelines for permit issuance. [Permit Map for Fire Affected Properties](#) provides updated info on permits issued.
- 95 Building Permits issued since August 2024, including rebuilds for 33 in-town residential properties, 1 apartment building, 1 condo complex, 6 in-town commercial properties, 2 outlying hotels, and 2 cabins at Lake Edith, representing approval of 100% of complete applications received.
- Many fire-affected properties that have closed out demolition permits (Certificates of Completion) have not yet applied for rebuilding permits. 117 development permit applications have been received for rebuilds and 92 have been approved so far (78%). Reminder: Development permits can be applied for before demolition permits are closed out.
- Following a public hearing on July 31st, variances were approved for the Jasper Apartments development, and for the rebuilds of the Maligne Lodge and the Mount Robson Inn.

Streamlining development review and approvals

- Development permits issued in August took an average of 30 business days to approve complete and conforming⁵ applications, 41 business days for incomplete or minor non-conforming applications, and 69 business days for major non-conforming applications.

CONSTRUCTION COORDINATION WORKING GROUP

Updates

- Parks Canada-provided fencing will be removed across the community, starting September 2, on properties where physical hazards and debris are no longer present. Where physical hazards are present, fencing will remain until mid-November. From this date, the lessee will be responsible for providing any fencing to meet safety standards.
- Work to reinstall utilities is ongoing in Cabin Creek and in the R4 District. For more information, click here: [Cabin Creek Utility Rebuild Project](#) or [Lodgepole Avenue Gas Main Rebuild](#)
- Builders can now apply for rebuild Street and Public Space Use permits to streamline approvals for road and sidewalk closures around construction sites.

Key Messages

- We recognize that winter is fast approaching. Parks Canada is working hard to issue permits quickly so foundations can be poured before the snow comes.
- Reminder - Builders must get permission from neighbours before storing materials on their property, otherwise, builders may be found to be trespassing.
- There have been multiple reports of loads entering Marmot Pit that contain debris. Marmot Pit is an active Parks Canada operational site, clean fill disposal is being allowed in Marmot Pit to facilitate rebuilding and allow for the long-term rehabilitation of the pit. Any costs incurred by Parks Canada to remove unacceptable material will be invoiced to the permit holder. Continued dumping of loads with unacceptable materials will result in the closure of Marmot Pit for clean fill disposal.

SOCIAL RECOVERY

- **Recovery Pathfinders:** 38 pathfinders completed training. Fall training sessions for additional pathfinders will begin in September. A dedicated Youth Pathfinders program will also begin in September, with the expectation that 30 youths will be provided core peer support training by the end of the year.
- **Healing Through Fire:** Additional resident-focused sessions are taking place in August and September, with the participation of Indigenous Partners from Lac St. Anne and Mountain Cree (Smallboy Camp).
- **Community Spiritual Circles:** Community Spiritual Circles continue on a monthly basis with coordination from the JRCC and the MoJ's Community Development department, and funding support from the Canadian Red Cross.
- **Reviewing Social Recovery Objectives:** The Social Recovery Working Group is reviewing its objectives in supporting the community through the next phase of recovery.

ECONOMIC RECOVERY

- The working group is establishing recovery performance indicators and how to monitor them. Additionally, looking at industry specific recovery progress to help guide targeted supports.
- Commerce Continuity Initiative (CCI):
 - **Pop-Up Village:** All businesses have been connected to utility power and the generator has been shut down. Placemaking and beautification efforts are ongoing.
 - **Artist Studio:** Public engagement with impacted artists is underway including a naming workshop with artists who were impacted by the 2024 Jasper wildfire and qualify to use the space. Name suggestions will be submitted to Council for approval.
 - **Interim Industrial Park:** Sea can units have been successfully expedited. The first set of storage units are expected September 3rd-10th. The first set of electrified workshop units are expected to arrive the second week in October. Washrooms are scheduled to be operational mid-September.

COMMUNICATIONS

- Interim housing units continue to be brought into town, and lots slated for interim housing are being prepped for unit deliveries.
- Stay informed on things related to Jasper Rebuild by following the Municipality of Jasper's [Jasper Rebuild Mailing List](#).
- Parks Canada is exploring options for the potential of winter contractor accommodation.
- Starting September 2, Parks Canada provided fencing will begin to be removed from properties where debris has been cleared and no physical hazards remain. Properties where fencing must remain in place have been contacted.

AGENDA ITEM 6.3

REQUEST FOR DECISION

Subject: Jasper Off-Site Levy Update (ISL Engineering, August 2025)
From: Bill Given, Chief Administrative Officer
Prepared by: Marley Pollock, Town Planner
Reviewed by: Beth Sanders, Director of Urban Design and Standards
Courtney Donaldson, Director of Operations and Utilities
Natasha Malenchak, Director of Finance and Administration
Date: September 2, 2025



Recommendation:

- That Council adopt the Jasper Off-Site Levy Update as presented.

Alternatives:

- That Council direct administration to revise the report and return to a future Council meeting.

Background:

Section 648 of the *Alberta Municipal Government Act* (MGA) provides a financial framework to recover capital costs associated with new development and prescribes the requirements related to municipal Off-Site Levy bylaws.

Section 5.4 of The Agreement for the Establishment of Local Government in the Town of Jasper (2001) states that

The Minister agrees through written agreement with developers, within the Town of Jasper, to require payments of all appropriate off-site levies by the developers to the Municipality of Jasper.

The municipality's Off-Site Levy (OSL) rates were last revised in 2015.

The municipality recently completed the 2025 Utility Master Plan (UMP) and the 2025 Wastewater Treatment (WWTP) Plant Capacity Study. The UMP identified major water and wastewater upgrades needed to support both existing service demands and long-term growth, which is supported by the WWTP Study which focused on current and future capacity feasibility

Discussion:

The Municipality of Jasper engaged ISL Engineering and Land Services Ltd. to update the Municipality's Off-Site Levy (OSL) rates. This update also responds to redevelopment pressures following the 2024 Jasper Wildfire, which is expected to result in densification through purpose-built homes, accessory dwellings, and multi-unit housing on existing serviced parcels.

ISL presented their methodology and recommendations to Committee of the Whole on August 26, 2025. Their report forms the technical foundation for a new Off-Site Levy Bylaw that will be presented to the next Council. The report benchmarks Jasper's proposed levy rates against those of other Alberta municipalities, providing

Council with context regarding competitiveness and alignment with industry practices.

A key point addressed in the report is what is “leviable” under the Municipal Government Act (MGA). The MGA only permits off-site levies to fund certain categories of infrastructure: water, wastewater, stormwater, roads, and community recreation facilities. Even within those categories, only the growth-related share of project costs is eligible to be funded through levies. If a project is required entirely because of growth (for example, the Resiliency Watermain), then 100% of its costs can be funded through OSLs. If a project benefits both existing users and new development (such as the Water Treatment Plant and Wastewater Treatment Plant upgrades), only the portion attributable to new growth can be levied. ISL determined these growth shares using Utility Master Plan modelling, which tested system capacity against long-term population growth projections.

The final draft Utility Master Plan identifies seven major water and wastewater infrastructure projects tied to future growth: three water projects (Resiliency Watermain, Production Well upgrades, and Water Treatment Plant/Reservoir upgrades) and four wastewater projects (Stone Mountain Lift Station, Cabin Creek sanitary upgrade, Highway 16 trunk sewer upgrade, and Wastewater Treatment Plant upgrades).

To assess adequacy, ISL used a long-term growth projection of 16,000 people—a 50–75-year horizon. This is not a municipal target but a planning reference point to test infrastructure capacity over many decades. Broader policy discussions about growth will occur during the development of Jasper’s future Town Plan.

Project costs are presented in 2024 dollars and include a 30% contingency and 15% engineering allowance. Based on growth-share allocations, the leviable portions are as follows:

- **Water:** 100% of the Resiliency Watermain; 40% of Production Well upgrades; 46% of Water Treatment Plant and Reservoir upgrades.
- **Wastewater:** 100% of the Stone Mountain Lift Station, Cabin Creek sanitary upgrade, and Highway 16 trunk sewer; 72% of Wastewater Treatment Plant upgrades.

From these allocations, ISL calculated maximum supportable levy rates of \$4,286.36 per residential unit and \$5.35 per square foot of non-residential floor area. These rates are higher than some neighbouring municipalities but remain within the provincial range. ISL recommends annual reviews of rates and a full bylaw review every three to five years. Council retains the discretion to adopt these rates as proposed, set lower rates, or phase them in.

The current Off-Site Levies Bylaw, adopted in 2015, is based on outdated rates that no longer reflect the true cost of growth-related infrastructure. As a result, the Municipality continues to undercharge for off-site levies, shifting the financial responsibility from developers onto Jasper’s taxpayers. While no fee changes are being made at this time, Council is being asked to approve the supporting report. A new bylaw, which will incorporate updated rates, will be presented to the new Council for consideration. If adopted, the updated 2025 bylaw will realign costs with modern infrastructure realities and support the Municipality’s long-term financial sustainability.

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.

Relevant Legislation:

- *Agreement for the Establishment of Local Government in Jasper (2001)*
- *Alberta Municipal Government Act*

Financial:

The report identifies approximately \$37.5 million in growth-related capital projects, based on 2024 construction cost estimates. This includes \$15.7 million in water upgrades and \$21.8 million in wastewater upgrades. These figures will need to be indexed (CPI) appropriately to reflect construction costs in future years.

Attachments:

- Jasper Off-Site Levy Update (ISL Engineering, August 2025)



Municipality of Jasper

JASPER OFF-SITE LEVY UPDATE

FINAL REPORT



August 2025



ISL Engineering and Land Services Ltd. is an award-winning full-service consulting firm dedicated to working with all levels of government and the private sector to deliver planning and design solutions for transportation, water, and land projects.

At ISL, your identity is part of our identity. Diversity, Equity, and Inclusion (DEI) speaks to our core values and provides space for our teams to bring their authentic selves to work. ISL believes DEI creates the best outcomes for our clients while sustaining a happy and thriving work environment that allows for career development opportunities for all staff. ISL is committed to a focused effort on continuous improvement and development of a respectful and safe workplace.



Corporate Authorization

This document entitled "Jasper Off-Site Levy Update" has been prepared by ISL Engineering and Land Services Ltd. (ISL) for the use of the Municipality of Jasper. The information and data provided herein represent ISL's professional judgment at the time of preparation. ISL denies any liability whatsoever to any other parties who may obtain this report and use it, or any of its contents, without prior written consent from ISL.

Stephen Voegtlin, E.I.T.
Engineering Support



August 21, 2025

Sarah Barbosa, P.Eng., ENV SP
Technical Reviewer

Permit to Practice	
ISL Engineering and Land Services Ltd.	
RM Signature:	
RM APEGA ID:	66731
Date:	2025-08-21
Permit Number P4741	
The Association of Professional Engineers and Geoscientists of Alberta	

Geoffrey Schulmeister, P.Eng., SCPM
Senior Reviewer

Executive Summary

Off-Site Levy Review Background

The Municipality of Jasper (the Municipality) engaged ISL Engineering and Land Services Ltd. (ISL) to undertake an Off-Site Levy Update to ensure up-to-date rates are used and adequate capital is collected from land development to fund off-site infrastructure required to support growth. The Municipality previously updated its off-site levy rates in 2015.

An Off-Site Levy is needed based on the following:

- The previous Off-Site Levy Bylaw was completed in 2015 and needs to be brought up to date in accordance with the Municipal Government Act.
- The Municipality has recently completed a Utility Master Plan, outlining infrastructure upgrades required to support growth within the townsite.
- The recent wildfire has caused damage to the municipality, rebuilding this area has the potential for significant intensification requiring additional infrastructure.

The recommendations of this Off-Site Levy Update are based on the following principles in accordance with the Municipal Government Act:

- The capital cost of infrastructure that benefits growth areas should be paid for by those areas.
- The capital cost of infrastructure should be financed through off-site levies.
- The capital cost of infrastructure with Municipality-wide benefit should be shared between growth areas and the existing population.
 - The portion being paid for by growth areas should be financed through off-site levies collected by the Municipality.
- The capital cost and implementation of on-site infrastructure should be paid for by the development and included in Standard Development Agreements.
- Off-site levies should reflect the full capital cost of new infrastructure.
 - Adjustments should be made to incorporate cost changes as they occur.
- Off-site levies and future adjustments to rates should be established through a transparent process.

Off-Site Levy Rate Summary

Off-site levy rates may be evaluated using either uniform or benefiting area rates; however, the Municipality has elected to maintain uniform rates for all types of infrastructure as outlined above. A summary of the levy rate per infrastructure improvement project is shown in **Table ES1** while the maximum potential off-site levy rates is provided in **Table ES2**. It should be noted that the maximum potential rates are presented; however, it is the decision of the Municipality's council and administration where to set rates. Off-site levy rates can be set anywhere up to the maximum supportable rate.

Table ES1 Off-Site Levy Rate per Infrastructure Project

Infrastructure Improvement Project	Levy Rate (\$/Flow%)	Levy Rate (\$/Unit)	Levy Rate (\$/sqft FFA)
Resiliency Watermain	\$16,600	\$344.18	\$0.44
Production Well Upgrades	\$14,018	\$290.65	\$0.38
WTP and Reservoir Upgrades	\$51,050	\$1,058.46	\$1.37
Stone Mountain Lift Station Upgrade	\$2,600	\$53.91	\$0.07
Cabin Creek Sanitary Upgrade	\$4,000	\$82.93	\$0.11
Highway 16 Trunk Sewer Upgrade	\$3,400	\$70.49	\$0.09
WWTP Upgrades	\$115,065	\$2,385.73	\$3.08

Table ES2 Off-Site Levy Rate Summary

Infrastructure Upgrade	Levy Rate	
	Non-Residential	Residential
	FFA sqft	Unit
Water	\$2.19	\$1,693.30
Wastewater	\$3.35	\$2,593.07
Total	\$5.53	\$4,286.36

Conclusions

The Municipality's off-site levies will be charged to any new or incremental development in the Municipality that will impact the need for upgrades in infrastructure, including the following:

- Water supply, distribution, and treatment
- Wastewater sewer collection and treatment

General assumptions applied in this off-site levy review are as follows:

- Infrastructure projects and associated costs are based on the Jasper UMP (ISL, 2025) with costs in 2024 dollars. The WWTP upgrades cost is based on the WWTP Capacity Study (ISL, 2025).
- Off-site levy rates are based on flow contribution percentage.
- Projects are considered to benefit future development only or are shared between future development and the existing population.
- Off-site levy rates can be broken down using uniform or flow percentage rate methodology.
 - All projects are considered to provide global benefit to the Municipality. Therefore, levy rates were calculated on a uniform basis.
- Potential grant funding of infrastructure were not included at this stage.
- No interest or carrying charges have been included at this stage.
- Details of potential endeavours to assist will be detailed by the Municipality in the formal off-site levy policy and/or future development agreements.

Additional assumptions pertaining to the infrastructure projects and the proportions of costs carried in the off-site levy rate calculations are summarized as follows:

- Water
 - The resiliency watermain is levied at 100%;
 - PVC piping is assumed for proposed watermain where the material is not specified;
 - All proposed watermain are estimated as PVC pressure pipe buried at 2.5 m deep (AEPA minimum);
 - An assumed hydrant spacing of 150 m where required;
 - Allowances for mobilization and general conditions have been included;
 - General conditions also cover temporary facilities, environmental protection, and records;
 - Costs are based on 2024 prices and rounded to the nearest \$10,000; and
 - The cost estimate is Class D with a 30% contingency and 15% engineering allowance.
- Wastewater
 - Stone Mountain Lift Station Upgrade, Cabin Creek Sanitary Upgrade, and the Highway 16 Trunk Sewer Upgrade are levied at 100% benefit as the upgrades are triggered by proposed development;
 - Sewers are estimated to be replaced by PVC at the same average depth as existing sewer being replaced;
 - Existing manhole spacing is maintained in refurbished sewers;
 - WWTP estimates are based on the WWTP Capacity Study (ISL, 2025);
 - Allowances for mobilization and general conditions have been included;
 - General conditions also cover temporary facilities, environmental protection, and records;
 - Costs are based on 2024 prices and rounded to the nearest \$10,000; and
 - The cost estimate is Class D with a 30% contingency and 15% engineering allowance.

Recommendations

Recommendations related to the Municipality's off-site levy update are as follows:

- The Municipality can consider implementing the maximum potential rates contained herein; however, the Municipality may choose to set lower rates to be competitive with other municipalities.
- The Municipality should consider the feedback and questions raised during the development community engagement session into its evaluation of off-site levy rates.
- The Municipality may wish to consider lower levy rates for non-residential development, given its typically positive implications on the municipal tax base.
- The Municipality should consider the suitability of the recommended rates for its purposes.
- The Municipality should determine which timing methodology to utilize in the Off-Site Levy Bylaw.
- The Municipality should review the off-site levy rates once a year to update the associated infrastructure project assumptions, costing, and timelines. This review is to support annual reporting requirements outlined in the MGA, which include details regarding levies collected and spent, and must be made publicly available (Brownlee LLP, 2019).
- The Municipality should complete a detailed review of the Off-Site Levy Bylaw every three to five years (Brownlee LLP, 2019).



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1.0 Introduction

The Municipality of Jasper (the Municipality) engaged ISL Engineering and Land Services Ltd. (ISL) to undertake an Off-Site Levy Update to ensure up-to-date rates are used and adequate capital is collected from land development to fund off-site infrastructure required to support growth. The Municipality previously updated its off-site levy rates in 2015.

Off-site levy policies include rates as well as potentially more important elements such as front ending responsibility and levy collection timing. These factors impact a municipality's ability to attract and maintain ongoing development. This is especially true for non-residential developments that may not require the same level of services as residential developments, making it easier for them to develop in rural areas.

A healthy non-residential base is critical for a municipality's financial sustainability as revenues from residential developments often cover 80% to 90% of their associated costs. In contrast, the revenue from non-residential developments may cover 140% to 160% of their associated costs.

1.1 Basis of Off-Site Levy Update

The previous Off-Site Levy Bylaw, last updated in 2015, now requires revision to align with the current provisions of the Municipal Government Act (MGA). In parallel, the Municipality recently finalized its Utility Master Plan (UMP) (ISL, 2025), which outlines critical water and wastewater infrastructure projects. These projects address both existing service needs and those driven by anticipated growth, forming the foundation for the Off-Site Levy update. Notably, growth-related projects are expected to accelerate, as many parcels are projected to densify due to the significant rebuilding efforts following the 2024 wildfires.

1.2 Guiding Principles

The recommendations of this Off-Site Levy Update are based on the following principles in accordance with the MGA, (Alberta Queen's Printer, 2023):

- The capital cost of infrastructure that benefits densification areas should be paid for by those areas.
- The capital cost of infrastructure should be financed through off-site levies.
- The capital cost of infrastructure with Municipality-wide benefit should be shared between densification areas and the existing population.
 - The portion being paid for by growth areas should be financed through off-site levies collected by the Municipality.
- The capital cost and implementation of on-site infrastructure should be paid for by the development and included in Standard Development Agreements.
- Off-site levies should reflect the full capital cost of new infrastructure.
 - Adjustments should be made to incorporate cost changes as they occur.
- Off-site levies and future adjustments to rates should be established through a transparent process.

2.0 Background Document Review

ISL performed a review of the recently completed UMP, the MGA, and the off-site levy bylaws of neighbouring municipalities. A summary of these reviews is discussed below.

2.1 Jasper Utility Master Plan (UMP)

In 2024, the Municipality retained ISL to develop a comprehensive Utility Master Plan (UMP) to assess the Jasper townsite's water supply, water treatment plant and reservoir, water distribution, wastewater collection, and stormwater systems to ensure that they can accommodate Jasper's existing and future demands over the next 25 years. (ISL, 2025). The UMP was built on top of water and sanitary model assessments developed in 2022. (ISL, 2022, and WSP, 2022). For all model reporting, and the UMP, a 25-year design horizon that envisioned a population of 10,662 was used for future system assessments.

The draft UMP was underway during the wildfire in the summer of 2024. After the 2024 wildfire, many buildings were partially or completely destroyed. As the damaged lots redevelop, smaller units, more accessory dwellings and more duplexes or 4-plexes are envisioned.

Based on this assumption, the Municipality has identified a higher long-range planning reference that considers the potential densification to a population of 16,000 people. This scenario exceeded the 25-year growth horizon used to date in water and sanitary sewer model development. Furthermore, this scenario assumes that two-thirds of the growth occurs in areas with fire damaged structures and the remaining one third occurs through the rest of the townsite. The post wildfire growth scenario envisions no expansion of the Municipality boundaries or additional new areas being serviced, but rather infill development focused most significantly on fire damaged areas.

To assess the water distribution and wastewater collection system under this scenario, the following assumptions were made in the UMP:

- Two-thirds of the additional population was allocated to sewer catchments containing damaged buildings or water system nodes adjacent to damaged lots.
- The remaining one-third was distributed across the occupied sewer catchments.
- The original sanitary modelling carried out by WSP applied constant inflow and infiltration (I-I) rates of 0.28 and 0.5 L/s/ha. These rates were maintained, and results for the post wildfire densification scenario are presented for the more conservative wet weather flow scenario using the higher I-I rate of 0.5 L/s/ha.
- Damaged tourist accommodations outside of the of Jasper townsite, including Alpine Village Jasper and Tekarra Lodge were assumed to be repaired to existing condition of water demand and sanitary loading.
- Jasper Park Lodge (JPL) and Pine Bungalows, which pump directly to the WWTP, were assumed to remain as-is and not contribute more flows than the existing system scenario.

The UMP recommended six projects that were required to service the additional growth, in addition to projects required to correct existing system deficiencies, or projects required for the 25-year population horizon (ISL, 2025). Projects recommended in UMP are the basis for levied projects in this OSL background report.

2.2 Current Off-Site Levy and Rate Bylaws

The current Off-Site Levy Bylaw came into effect in 2015. The findings from this bylaw review are summarized as follows (Municipality of Jasper, 2015):

- Off-site levies are to be calculated based on residential units and institutional/commercial square footage within the Municipality. The following areas are to be considered undevelopable for the purpose of levy calculation:
 - Environmental Reserve
 - Municipal Reserve
 - Any land provided to the Municipality or Province for roads and public utilities.
- The off-site levy is deemed to have been imposed regardless of whether the imposition was made as a specific condition of the development permit or subdivision approval.
- Payment of the levies is due either at the time of development permit issuance, execution of a development agreement, or prior to subdivision endorsement, whichever occurs first.
- Levies are collected and put into separate funds for each facility type levies are being collected for (as per the bylaw) and shall be kept separate from the Municipality's General Account.

The levy rates are applied uniformly to all new development noted in the Off-Site Levies Bylaw (Municipality of Jasper, 2015). The improvements and respective levy rates are shown in **Table 2.1**.

Table 2.1 Existing Off-Site Levy Rates by Infrastructure Improvement Project

Zoning	\$/sqft	\$/m ²
Rate 1: "C" Commercial Zoning	\$2.57	\$27.68
Rate 2: "R" Residential Zoning	\$1.93	\$20.60
Rate 3: "S" Block Zoning	\$1.27	\$13.82

2.3 Municipal Government Act

The governing authority for the off-site levy bylaw is the MGA, which states in Section 648(2), that the off-site levy may be used to pay for all or part of the capital cost of any or all of the following:

- New or expanded facilities for the storage, transmission, treatment or supplying of water;
- New or expanded facilities for the treatment, movement or disposal of wastewater;
- New or expanded storm sewer drainage facilities;
- New or expanded roads required for or impacted by a subdivision or development; and
- Land required for or in connection with any facilities described above.

As of January 1, 2018, an addition to the MGA states in Section 648(2.1) that an off-site levy may also be used to pay for all or part of the capital cost, including the cost of any related appurtenances and land required for or in connection with any of the following purposes:

- New or expanded community recreation facilities;
- New or expanded fire hall facilities;
- New or expanded police station facilities; and
- New or expanded libraries.

2.4 Off-Site Levy Bylaws of Neighbouring Municipalities

The review of the off-site levy bylaws of neighbouring municipalities is intended to create a benchmark for the Municipality of Jasper and include the following municipalities:

- | | | |
|---------------|---------------------|------------------------|
| • Airdrie | • Edson | • Nanton |
| • Blackfalds | • Fort Saskatchewan | • Okotoks |
| • Calgary | • Grande Prairie | • Olds |
| • Camrose | • High River | • Peace River |
| • Chestermere | • Hinton | • Penhold |
| • Cochrane | • Innisfail | • Red Deer |
| • Cold Lake | • Lacombe | • Rocky Mountain House |
| • Crossfield | • Lethbridge | • Strathmore |
| • Didsbury | • Medicine Hat | • Sundre |
| • Drumheller | • Morinville | • Sylvan Lake |

Table 2.2 provides an overview of the current levy rates, including infrastructure categories, rate type, and developable area assumptions, which may be currently under review. These rates are the combined total for water and wastewater rates as well as stormwater, transportation, and facilities where applicable.



Table 2.2 Neighbouring Municipalities for Off-Site Levy Bylaw Comparison Summary

Municipality	Year ¹		Rate Type	Developable Area Considered	Infrastructure Inclusion					Off-Site Levy (\$/ha)		% Paying Each Rate		Levy Breakdown by Land Use (\$/ha)		
	Bylaw	Rate			Water	Wastewater	Stormwater	Transportation	Facilities	Minimum	Maximum	Minimum	Maximum	Residential	Commercial	Industrial
Airdrie	2022	2022	Benefiting Area	Net	✓	✓	✓	✓		\$361,393	\$370,170	-	-	-	-	-
Blackfalds	2015	2018	Benefiting Area	Gross	✓	✓	✓	✓		\$55,619	\$126,703	5.5%	1.6%	55,619 – 126,703	55,619 – 117,542	55,619 – 124,286
Calgary	2019	2023	Benefiting Area	Net	✓	✓	✓	✓	✓	\$519,668	\$571,554	-	-	-	-	-
Camrose	2017	2017	Benefiting Area	Gross	✓	✓	✓	✓		\$12,561	\$201,472	4.2%	1.2%	-	-	-
Chestermere	2023	2023	Benefiting Area	Net	✓	✓	✓	✓	✓	\$235,019	\$391,393	1.0%	1.6%	235,019 – 391,393	245,977 – 391,393	355,283 – 281,141
Cochrane	2021	2023	Benefiting Area	Net	✓	✓		✓	✓	\$281,711	\$336,554	8.8%	1.8%	-	-	-
Cold Lake	2010	2010	Uniform	Net	✓	✓		✓		\$76,243		-	-	-	-	-
Crossfield	2023	2023	Benefitting Area	Not Specified	✓	✓		✓		\$40,363		-	-	-	-	-
Didsbury	2019	2019	Uniform	Net	✓	✓				\$65,572		-	-	-	-	-
Drumheller	1998	1998	Uniform	Gross	✓	✓	✓			\$4,942		-	-	-	-	-
Edson	2016	2016	Benefiting Area	Net	✓	✓		✓		\$17,606	\$102,394	1.5%	12.7%	21,109 – 102,394	21,109 – 102,394	21,022 – 102,394
Fort Saskatchewan	2017	2017	Benefiting Area	Net	✓	✓	✓	✓		\$29,961	\$104,140	67.5%	27.0%	62,940 – 104,140	62,940 – 104,140	29,961 – 61,904
Grande Prairie	2021	2021	Uniform	Net				✓		\$60,000		-	-	-	-	-
High River	2020	2020-2023	Benefiting Area	Net	✓	✓		✓	✓	\$157,944	\$317,243	0.4%	32.9%	-	-	-
Hinton	2014	2014	Uniform	Net	✓	✓	✓	✓		\$49,204		-	-	-	-	-
Innisfail	2017	2017	Benefiting Area	Not Specified	✓	✓		✓		\$14,190	\$23,996	6.9%	93.1%	-	-	-
Lacombe	2023	2024	Benefiting Area	Net	✓	✓	✓	✓	✓	\$56,996	\$97,462	0.3%	8.2%	-	-	-
Lethbridge	2023	2024	Uniform	Net	✓	✓	✓	✓		\$299,000		-	-	-	-	-
Medicine Hat	2019	2019	Benefiting Area	Net	✓	✓	✓	✓		\$33,331	\$168,307	-	-	-	-	-
Morinville	2018	2018	Benefiting Area	Net	✓	✓	✓	✓		\$61,406	\$148,502	54.3%	14.7%	61,406 – 148,502	61,406 – 148,502	62,838 – 148,502
Nanton	2010	2012	Uniform	Not Specified	✓	✓				\$85,030		-	-	-	-	-
Okotoks	2023	2024	Uniform	Gross	✓	✓		✓	✓	\$272,793		-	-	-	-	-
Olds	2023	2023	Benefiting Area	Net	✓	✓	✓	✓		\$72,723		-	-	-	-	-
Peace River	2021	2021	Benefiting Area	Net	✓	✓		✓		\$35,032	\$54,758	0.0%	0.2%	35,362 – 54,758	35,362 – 54,758	35,362 – 54,758
Penhold	2021	2021	Benefiting Area	Net	✓	✓		✓	✓	\$75,711	\$126,043	-	-	-	-	-
Red Deer	2019	2019	Benefiting Area	Net	✓	✓	✓	✓		\$76,529	\$308,956	2.3%	9.7%	-	-	-
Rocky Mountain House	2018	2017	Benefiting Area	Net	✓	✓		✓		\$65,898	\$113,465	6.5%	3.8%	65,898 – 113,465	65,898 – 113,465	69,212 – 112,268
Strathmore	2024	2024	Benefiting Area	Net	✓	✓	✓	✓		\$139,337	\$174,900	1.8%	26.2%	-	-	-
Sundre	2015	2015	Benefiting Area	Net	✓	✓		✓		\$16,907	\$37,671	-	-	-	-	-
Sylvan Lake	2024	2024	Benefiting Area	Net	✓	✓	✓	✓		\$18,958	\$154,314	0.0%	2.1%	18,958 – 154,314	31,870 – 126,278	18,958 – 126,278

¹ Bylaw year refers to the year in which the most recent amendment to the bylaw was completed and/or came into effect. The rate year refers to the year that the rate applies to when various rates are identified and dependent on the year of application.

3.0 Growth Projections/Development Areas

After the 2024 wildfire, many buildings were partially or completely destroyed. As the damaged lots redevelop, it is envisioned that there will be more accessory dwellings and duplexes/4-plexes.

Based on this assumption the Municipality has set a higher long-range planning reference that considers the potential densification to a population of 16,180 people. This scenario taken from the Jasper UMP exceeds the 25-year growth horizon used to date in water and sanitary sewer model development. Furthermore, this scenario assumes that two-thirds of the growth occurs in areas with fire damaged structures and the remaining one third occurs through the rest of the townsite. This growth scenario envisions no expansion of the Municipality's boundaries or additional new areas being serviced, but rather infill development focused on fire damaged areas.

3.1 Growth Projections

The existing population of the Municipality is approximately 4,738, which was obtained from the 2021 Census data. Future population projections are based on a high-density scenario where an additional 4,768 units are developed averaging 2.4 people/unit resulting in an additional population of 11,442 for a grand total of 16,180 people.

3.2 Densification

A summary of the existing and future population is provided in **Table 3.1**.

Table 3.1 Densification Summary

Type	Population Scenarios					
	Low		Medium		High	
	Population	Units	Population	Units	Population	Units
Existing	4,738	895	4,738	895	4,738	895
Future	1,094	456	3,340	1,392	11,442	4,768
Total	5,832	1,351	8,078	2,278	16,180	5,663

Notes:

Assumes a current population based on 2021 Census and 2.4 persons/unit.

The high growth value here falls in between the maximum and medium density scenarios in the densification spreadsheet provided by the Municipality.

895 units is the value of all residential units taken from the densification spreadsheet provided by the Municipality.

3.3 Densification Areas

This OSL is driven by densification in damaged areas (**Figure 3.1**), as a result flow percentage has been used to approximate land use OSL shares. To assess the breakdown of flow percentage between residential and commercial/institutional (**Table 3.2**), the following assumptions were made:

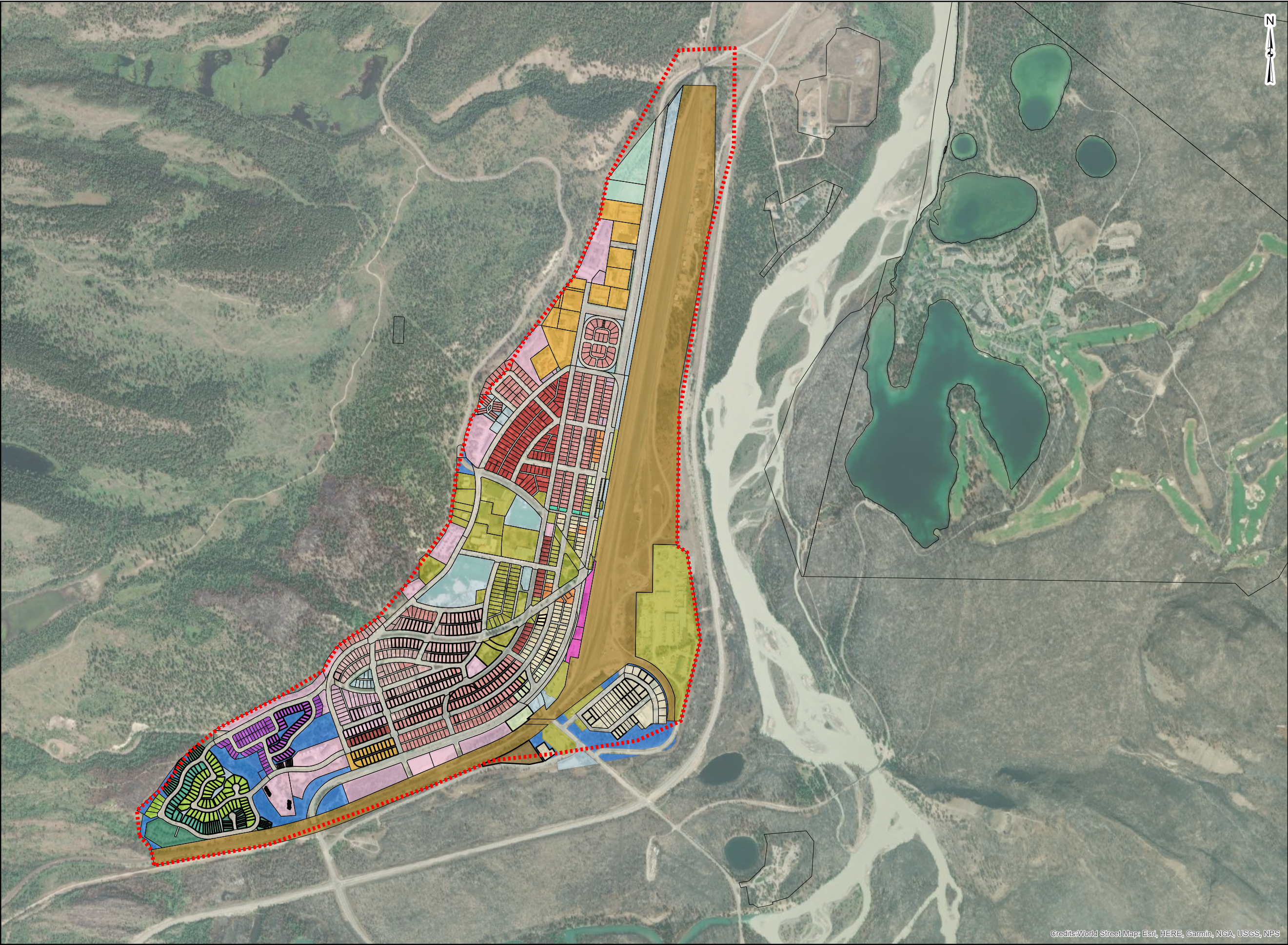
- The Storage & Services (S) zone has a maximum site coverage of around 60%, based on Jasper's land-use rules.
 - The site coverage is assumed to be closer to 40%.
 - Therefore, 4,000 m² of building floor space corresponds to 1 ha of land.
- The non-residential wastewater flow rate based on land area is assumed to be 40,000 L/d/ha based on Alberta Environment and Protected Areas (AEPA)'s guidelines (AEPA, 2012). It is assumed water use will be of a similar rate to wastewater.

Table 3.2 Flow Percentage Summary

Flow Percentage Summary				
Land Use	Flow	Area	Population	Flow
		ha	-	L/s
Non-Residential	40,000 L/d/ha	1.00	-	1%
Residential	300 L/c/d	-	11,442.00	99%
Percentage				100%

Note:

Assumes a land area of 1 ha for non-residential development, uses 40 m³/d/ha based on AEPA's guidelines.



- Legend
- Townsite Boundary
 - ▭ Cadastral
 - ▭ Damaged Parcels within Townsite
- District Zone**
- C1 - Commercial
 - C2 - Tourist Commercial
 - C3 - Tourist Commercial Town Centre
 - C4 - Automobile Service Station
 - CCWa - Cabin Creek West One-Unit Dwelling
 - CCWb - Cabin Creek West Two-Unit Dwelling
 - CCWc - Cabin Creek West Multi-Unit Dwelling
 - CR - Community Reserve
 - HS - Hostel
 - I - Institutional
 - Lake Edith Residential
 - NOS - Natural Open Space
 - PS - Public Services
 - R1 - One-Unit Dwelling
 - R2 - Two-Unit Dwelling
 - R2H - Old Town Jasper Historic
 - R3a - Multi-Unit Small Lot Dwelling
 - R3b - Multi Dwelling
 - R4 - Compact Lot
 - ROS - Recreational Open Space
 - RY - Railyard
 - Road
 - S - Storage and Services (Block S)
 - Unzoned Cemetery 1
 - Unzoned Cemetery 2

0 175 350 700 Meters
1:14,000 NAD 1983 CSRS UTM Zone 11N

FIGURE 3.1
DISTRICT ZONES AND DAMAGED
WILDFIRE PARCELS
JASPER OFF-SITE LEVY



■ 4.0 Off-Site Levy Assumptions

The Municipality's off-site levies will be charged to any new or incremental development in the Municipality that will impact the need for upgrades in infrastructure, including the following:

- Water supply and distribution
- Wastewater sewer collection and treatment
- Stormwater conveyance

It should be noted that facilities infrastructure has not been included in the calculation of off-site levy rates as part of this Off-Site Levy Review.

Additional assumptions pertaining to the infrastructure projects and the proportions of costs carried in the off-site levy rate calculations for each infrastructure type are outlined in the following sections. General assumptions are as follows:

- Infrastructure projects and associated costs are based on the Jasper UMP (ISL, 2025) which uses 2024 dollars.
- Off-site levy rates are based on projects triggered due to growth.
- Projects are considered to benefit future development only or are shared between future development and the existing population.
- Off-site levy rates can be broken down using uniform or benefiting area rate methodology.
 - All projects are considered to provide global benefit to the Municipality. Therefore, levy rates were calculated on a uniform basis.
- Potential grant funding of infrastructure is not included at this stage. If grant funding is received, an update to the rates would be done at that time.
- No interest or carrying charges have been included at this stage.
- Details of potential endeavours to assist will be detailed by the Municipality in the formal off-site levy policy and/or future development agreements.

4.1 Water Infrastructure Assumptions

Assumptions pertaining to water infrastructure projects as part of this Off-Site Levy Update are as follows:

- The resiliency watermain is levied at 100%;
- PVC piping is assumed for proposed watermains where the material is not specified;
- All proposed watermains are estimated as PVC pressure pipe buried at 2.5 m deep (AEPA minimum);
- An assumed hydrant spacing of 150 m where required;
- Allowances for mobilization and general conditions have been included;
- General conditions also cover temporary facilities, environmental protection, and records;
- Costs are based on 2024 prices and rounded to the nearest \$10,000; and
- The cost estimate is Class D with a 30% contingency and 15% engineering allowance.



4.2 Wastewater Infrastructure Assumptions

Assumptions pertaining to wastewater infrastructure projects as part of this Off-Site Levy Update are as follows:

- Stone Mountain Lift Station Upgrade, Cabin Creek Sanitary Upgrade, and the Highway 16 Trunk Sewer Upgrade are levied at 100% benefit as the upgrades are triggered by proposed development;
- Sewers are estimated to be replaced by PVC at the same average depth as existing sewer being replaced;
- Existing manhole spacing is maintained in refurbished sewers;
- WWTP estimates are based on the WWTP Capacity Study (ISL, 2025);
- Allowances for mobilization and general conditions have been included;
- General conditions also cover temporary facilities, environmental protection, and records;
- Costs are based on 2024 prices and rounded to the nearest \$10,000; and
- The cost estimate is Class D with a 30% contingency and 15% engineering allowance.

5.0 Costing Details

5.1 Water Infrastructure

5.1.1 Water Infrastructure Projects

To facilitate Jasper' anticipated growth, the following are recommended water projects to be included in the Off-Site Levy Bylaw. The locations of each levied upgrade are shown in **Figure 5.1** and summarized in **Table 5.1** below. Details for each project are provided in the project sheets in **Appendix A**.

Table 5.1 Water Infrastructure Project Summary

Project ID	Project Description	Levied	Growth Benefit	Levied Project Cost
WAT-6	Resiliency Watermain	✓	100%	\$1,660,000
WTP-1	Production Well Upgrades	✓	40%	\$1,401,840
WELL-1	WTP and Reservoir Upgrades	✓	46%	\$5,105,034

5.1.2 Water Infrastructure Rates

Based on the water infrastructure upgrade projects and costs outlined above, the levy rates for the water infrastructure are summarized in **Table 5.2**.

Table 5.2 Water Infrastructure Levy Rate Summary

Project ID	Project Description	Levy Rate (\$/Flow%)	Levy Rate (\$/Unit)	Levy Rate (\$/sqft FFA)
WAT-6	Resiliency Watermain	\$16,600	\$344.18	\$0.44
WTP-1	Production Well Upgrades	\$14,018	\$290.65	\$0.38
WELL-1	WTP and Reservoir Upgrades	\$51,050	\$1,058.46	\$1.37

5.2 Wastewater Infrastructure

5.2.1 Wastewater Infrastructure Projects

To facilitate Jasper' anticipated growth, the following are recommended wastewater projects to be included in the Off-Site Levy Bylaw. The locations of each levied upgrade are shown in **Figure 5.2** and summarized in **Table 5.3** below. Details for each project are provided in the project sheets in **Appendix B**.

Table 5.3 Wastewater Infrastructure Project Summary

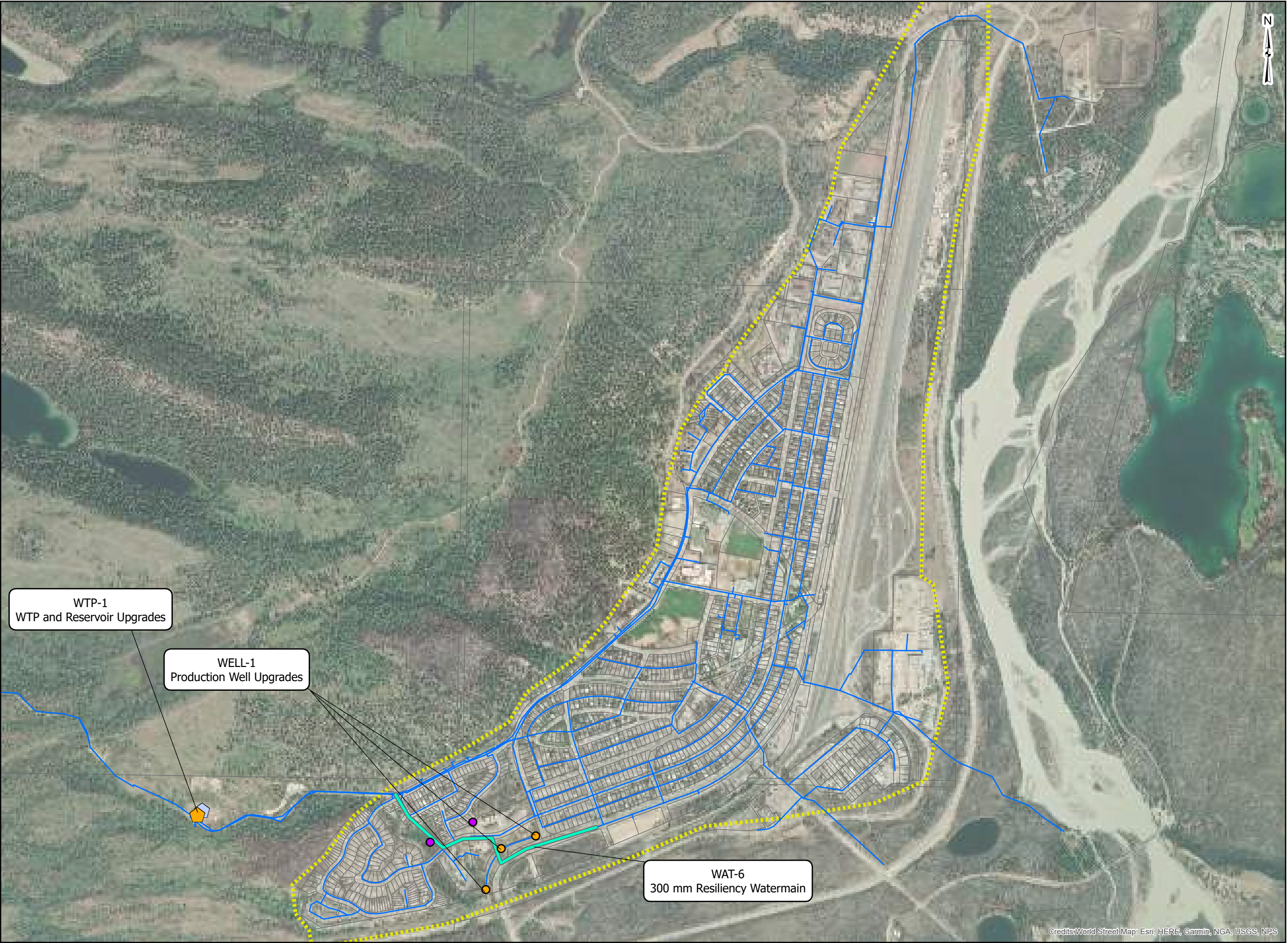
Project ID	Project Description	Levied	Growth Benefit	Levied Project Cost
SAN-3	Stone Mountain Lift Station Upgrade	✓	100%	\$260,000
SAN-4	Cabin Creek Sanitary Upgrade	✓	100%	\$400,000
SAN-5	Highway 16 Trunk Sewer Upgrade	✓	100%	\$340,000
WWTP-1	WWTP Upgrades	✓	75%	\$11,506,500

5.2.2 Wastewater Infrastructure Rates

Based on the wastewater infrastructure upgrade projects and costs outlined above, the levy rates for the wastewater infrastructure are summarized in **Table 5.4**.

Table 5.4 Wastewater Infrastructure Levy Rate Summary

Project ID	Project Description	Levy Rate (\$/Flow%)	Levy Rate (\$/Unit)	Levy Rate (\$/sqft FFA)
SAN-3	Stone Mountain Lift Station Upgrade	\$2,600	\$53.91	\$0.07
SAN-4	Cabin Creek Sanitary Upgrade	\$4,000	\$82.93	\$0.11
SAN-5	Highway 16 Trunk Sewer Upgrade	\$3,400	\$70.49	\$0.09
WWTP-1	WWTP Upgrades	\$115,065	\$2,385.73	\$3.08



- Legend
- Townsite Boundary
 - Cadastral
 - Water Reservoir
 - Water Treatment Plant
 - Resiliency Watermain
 - Water Main

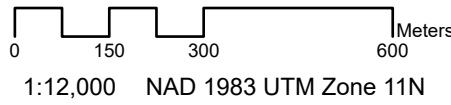


FIGURE 5.1
OSL PROJECTS
WATER UPGRADES
JASPER OFF-SITE LEVY





Legend

- Townsite Boundary
- Cadastral
- Wastewater Treatment Plant
- Lift Station
- Sewer Gravity Main
- Proposed Upgrade Diameter
 - 300 mm
 - 525 mm

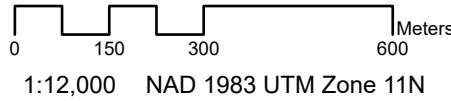


FIGURE 5.2
OSL PROJECTS
SANITARY UPGRADES
JASPER OFF-SITE LEVY



5.3 Summary of Levy Rates

Off-site levy rates may be evaluated using either uniform or benefiting area rates; however, the Municipality has elected to maintain uniform rates for all types of infrastructure as outlined above. A summary of the maximum potential off-site levy rates is provided in **Table 5.5** and full detail of the rates is outlined in **Appendix C**. It should be noted that the maximum potential rates are presented; however, it is the decision of the Municipality's council and administration where to set rates. Off-site levy rates can be set anywhere up to the maximum supportable rate.

Table 5.5 Off-Site Levy Rate Summary

Infrastructure Upgrade	Levy Rate	
	Non-Residential	Residential
	FFA sqft	Unit
Water	\$2.19	\$1,693.30
Wastewater	\$3.35	\$2,593.07
Total	\$5.53	\$4,286.36

5.3.1 Off-Site Levy Rate Comparison

Table 5.6 provides a comparison of the maximum proposed rates outlined above for the Municipality of Jasper with those of neighbouring municipalities.

Table 5.6 Comparison of Levy Rates per Hectare across Neighbouring Municipalities

Municipality	Levy/ha	Cost/Unit
Jasper	-	\$4,286
Hinton	\$49,204	\$2,563
Edson Low	\$17,606	\$917
Edson High	\$102,394	\$5,333
Rocky Mountain House Low	\$65,898	\$3,432
Rocky Mountain House High	\$113,465	\$5,910
Average		\$3,631

Notes:

Assumes 8 units per acre (19.2 units per hectare)

Average excludes Jasper

6.0 Collection Timing

6.1 Current Off-Site Levy Bylaw

The current payment policy outlined in the Municipality's Off-Site Levy Bylaw is quoted as follows: *"The Off-Site Levy imposed pursuant to this Bylaw shall be paid upon the earlier of the following dates:*

- Levies shall become payable by the leaseholder to the Municipality prior to the superintendent issuing a building permit for the leasehold to which the levies apply, and shall be in addition to any other levies, fees or charges required by the superintendent as a condition of development.*
- Levies shall be returned to the leaseholder with respect to any amounts of gross floor area for which levies have been paid but which the superintendent certifies as not constructed at the time Parks Canada returns the leaseholder's performance bond. Interest will not be applied.*
- Levies shall be returned to the leaseholder with respect to any amounts of gross floor area for which levies have been paid but with respect to which the building permit has not been acted upon and has been allowed to expire as provided for and certified by the superintendent. Interest will not be applied.*
- Levies shall be due and payable, calculated pursuant to section 3.3 herein, with respect to any amounts of gross floor area constituting a greater amount of gross floor area than that for which levies have been paid and which the superintendent certifies as constructed at the time the leaseholder's performance bond is returned.*
- Parks Canada shall not be held liable for unpaid levies due and payable by any leaseholder."*

6.2 Off-Site Levy Bylaws of Neighbouring Municipalities

As part of the review of the off-site levy bylaws of neighbouring municipalities, the timing of the off-site levy collection was noted and is summarized in **Table 6.1**.

Table 6.1 Collection Timing Policies for Neighbouring Municipalities Summary

Municipality	Summary
City of Airdrie	Off-site levies are due prior to final subdivision registration or at development permit issuance.
Town of Blackfalds	Levies payable as a condition of subdivision/development approval.
City of Calgary	Staged payments for subdivisions (30/30/40 over 3 years) or full payment at Development Completion Permit.
City of Camrose	Levies collected through development agreements at subdivision/permit stage (with possible deferrals in agreements).
City of Chestermere	Levies payable at subdivision endorsement or as a condition of development permit.
City of Cold Lake	Levies payable at development agreement (subdivision/permit approval).
Town of Cochrane	Levies due at subdivision agreement or development permit stage.
Town of Crossfield	Levies collected at subdivision or permit approval time.
Town of Didsbury	Levies collected at development approval (subdivision or permit).
Town of Drumheller	Levies due at subdivision endorsement or prior to development permit issuance.
Town of Edson	Levies are due at subdivision or development permit stage, with a down-payment and installments.
City of Fort Saskatchewan	Levies due at development agreement signing, with up to 50% deferrable for one year.
City of Grande Prairie	50% at development agreement, 50% at building permit stage.
Town of High River	10/45/45 installment schedule over 2 years, or full payment at permit release.
Town of Hinton	Levies due at development approval stage via agreement.
Town of Innisfail	Levies due at development agreement (subdivision or development stage).
City of Lacombe	Levies due at subdivision endorsement or development permit issuance.
City of Lethbridge	Levies due via development agreement at subdivision stage or building permit.
City of Medicine Hat	Levies due at subdivision endorsement or building permit; possible deferred payment arrangements.
Town of Morinville	Levies payable at development approval stage.
Town of Nanton	Levies due before subdivision endorsement or development permit release (with possible deferral).
Town of Olds	Levies due at subdivision endorsement or development permit issuance.
Town of Okotoks	50/50 split for larger subdivisions, full payment at permit for developments.
Town of Peace River	Timing set in development agreement; no plan endorsement or permit/occupancy until paid.
Town of Penhold	Levies due at subdivision or permit; updated bylaw in 2021.
City of Red Deer	Levies due at subdivision or building permit; installments by agreement.
Town of Rocky Mountain House	Levies due at time of development agreement (subdivision stage).
Town of Strathmore	Levies due at plan endorsement or prior to development permit release.
Town of Sundre	Levies payable at development agreement signing (subdivision/permit stage).
Town of Sylvan Lake	Levies due at subdivision plan endorsement or development permit release.

As outlined in **Table 6.1**, the Municipality's current payment at building permit stage is comparable to many neighbouring municipalities. The off-site levy collection and timing policy may be outlined in either the Off-Site Levy Bylaw or in the Terms of the Agreement for the Development or Subdivision or subsequent agreements. This is ultimately the Municipality's decision.

7.0 Conclusions and Recommendations

7.1 Conclusions

The Municipality's off-site levies will be charged to any new or incremental development in the Municipality that will impact the need for upgrades in infrastructure, including the following:

- Water supply, distribution, and treatment
- Wastewater sewer collection and treatment

General assumptions applied in this off-site levy review are as follows:

- Infrastructure projects and associated costs are based on the Jasper UMP (ISL, 2025) with costs in 2024 dollars.
- Off-site levy rates are based on flow contribution percentage.
- Projects are considered to benefit future development only or are shared between future development and the existing population.
- Off-site levy rates can be broken down using uniform or flow percentage rate methodology.
 - All projects are considered to provide global benefit to the Municipality. Therefore, levy rates were calculated on a uniform basis.
- Potential grant funding of infrastructure were not included at this stage.
- No interest or carrying charges have been included at this stage.
- Details of potential endeavours to assist will be detailed by the Municipality in the formal off-site levy policy and/or future development agreements.

Additional assumptions pertaining to the infrastructure projects and the proportions of costs carried in the off-site levy rate calculations are summarized as follows:

- Water
 - The resiliency watermain is levied at 100%;
 - PVC piping is assumed for proposed watermain where the material is not specified;
 - All proposed watermain are estimated as PVC pressure pipe buried at 2.5 m deep (AEPA minimum);
 - An assumed hydrant spacing of 150 m where required;
 - Allowances for mobilization and general conditions have been included;
 - General conditions also cover temporary facilities, environmental protection, and records;
 - Costs are based on 2024 prices and rounded to the nearest \$10,000; and
 - The cost estimate is Class D with a 30% contingency and 15% engineering allowance.
- Wastewater
 - Stone Mountain Lift Station Upgrade, Cabin Creek Sanitary Upgrade, and the Highway 16 Trunk Sewer Upgrade are levied at 100% benefit as the upgrades are triggered by proposed development;
 - Sewers are estimated to be replaced by PVC at the same average depth as existing sewer being replaced;
 - Existing manhole spacing is maintained in refurbished sewers;

- WWTP estimates are preliminary and to be refined;
- Allowances for mobilization and general conditions have been included;
- General conditions also cover temporary facilities, environmental protection, and records;
- Costs are based on 2024 prices and rounded to the nearest \$10,000; and
- The cost estimate is Class D with a 30% contingency and 15% engineering allowance.

7.2 Recommendations

Recommendations related to the Municipality's off-site levy update are as follows:

- The Municipality can consider implementing the maximum potential rates contained herein; however, the Municipality may choose to set lower rates to be competitive with other municipalities.
- The Municipality should consider the feedback and questions raised during the development community engagement session into its evaluation of off-site levy rates.
- The Municipality may wish to consider lower levy rates for non-residential development, given its typically positive implications on the municipal tax base.
- The Municipality should consider the suitability of the recommended rates for its purposes.
- The Municipality should determine which timing methodology to utilize in the Off-Site Levy Bylaw.
- The Municipality should review the off-site levy rates once a year to update the associated infrastructure project assumptions, costing, and timelines. This review is to support annual reporting requirements outlined in the MGA, which include details regarding levies collected and spent, and must be made publicly available (Brownlee LLP, 2019).
- The Municipality should complete a detailed review of the Off-Site Levy Bylaw every three to five years (Brownlee LLP, 2019).

8.0 References

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APPENDIX

Water Project Sheets

A

Project WAT-6: Resiliency Watermain

Payment Type: **Levy**

Project Description

This project is a 300 mm watermain connecting reservoir to Connaught Drive as a resiliency watermain.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

Following the devastating 2024 wildfire, enhancing the water system’s resilience and capacity to deliver higher fire flow rates across the network was identified as a key priority. The proposed 825 m, 300 mm diameter watermain would serve as a critical southwest loop, connecting the Municipality’s 450 mm feedermain from the reservoir to the existing 250 mm watermain on Connaught Drive. This new connection would significantly improve fire flows throughout the townsite—particularly in areas where the most substantial decreases were observed under the post-wildfire redevelopment scenario. It would also support future densification and accommodate land uses with higher fire flow demands, such as multi-family residential, institutional, commercial, and industrial developments.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$1,660,000
Developer Built Contribution	\$0
Municipality Contribution	\$0
Leviable Project Cost	\$1,660,000
Remaining Leviable Project Cost	\$1,660,000

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$0.44	\$344.18

Project WELL-1: Production Well Upgrades

Payment Type: **Levy**

Project Description

This project involves increasing the production capacity through upgrades to the existing production wells.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

Given the recent wildfires, production is slated to increase to meet fire flow demands and future densification.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$3,504,600
Developer Built Contribution	\$0
Municipality Contribution	\$2,102,760
Leviable Project Cost	\$1,401,840
Remaining Leviable Project Cost	\$1,401,840

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$0.38	\$290.65

Project WTP-1: WTP and Reservoir Upgrades

Payment Type: **Levy**

Project Description

This project addresses post-wildfire redevelopment demands through upgrades to the Water Treatment Plant (WTP) and reservoir.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

Given the recent wildfires and future densification, WTP upgrades and the reservoir size is slated to increase to meet demands.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$11,097,900
Developer Built Contribution	\$0
Municipality Contribution	\$5,992,866
Leviable Project Cost	\$5,105,034
Remaining Leviable Project Cost	\$5,105,034

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$1.37	\$1,058.46



APPENDIX

Wastewater Project Sheets

B

Project SAN-3: Stone Mountain Lift Station Upgrade

Payment Type: **Levy**

Project Description

This project involves retrofitting the Stone Mountain Lift Station with larger pumps.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

The Stone Mountain Lift Station requires a capacity upgrade to meet the new peak WWF demands due to growth.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$260,000
Developer Built Contribution	\$0
Municipality Contribution	\$0
Leviable Project Cost	\$260,000
Remaining Leviable Project Cost	\$260,000

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$0.07	\$53.91

Project SAN-4: Cabin Creek Sanitary Upgrade

Payment Type: **Levy**

Project Description

This project involves increasing the sewer capacity to 300 mm at the Cabin Creek sanitary main following the wildfire.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

This project involves increasing the sewer capacity to 300 mm to accommodate higher flows resulting from post-wildfire redevelopment.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$400,000
Developer Built Contribution	\$0
Municipality Contribution	\$0
Leviable Project Cost	\$400,000
Remaining Leviable Project Cost	\$400,000

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$0.11	\$82.93

Project SAN-5: Highway 16 Trunk Sewer Upgrade

Payment Type: **Levy**

Project Description

Increase sewer capacity in shallow section of the Highway 16 trunk sewer within the Jasper National Park maintenance facility yard based on increase flows due to the post-wildfire redevelopment scenario. The proposed size is 525 mm.

Reference Documents

- 2025 Utility Master Plan (ISL)

Assumptions and Rationale

With increased lift station output, two sections of the Highway 16 trunk sewer are surcharged due to growth and a capacity upgrade is recommended.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$340,000
Developer Built Contribution	\$0
Municipality Contribution	\$0
Leviable Project Cost	\$340,000
Remaining Leviable Project Cost	\$340,000

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$0.09	\$70.49

Project WWTP-1: WWTP Upgrades

Payment Type: **Levy**

Project Description

This project includes comprehensive upgrades to the Wastewater Treatment Plant (WWTP), encompassing general requirements, site works and civil improvements - including access road construction and landscaping - structural upgrades such as tanks and concrete infrastructure, as well as enhancements to process mechanical systems, electrical components, and instrumentation and controls.

Reference Documents

- 2025 Wastewater Treatment Plant Capacity Study (ISL)

Assumptions and Rationale

These upgrades are required to satisfy the needs of the Municipality over the next 25 years of growth.

Project Costs

Item	Cost
Estimated Construction Cost ¹	\$15,342,000
Developer Built Contribution	\$0
Municipality Contribution	\$3,844,000
Leviable Project Cost	\$11,506,500
Remaining Leviable Project Cost	\$11,506,500

¹ The project construction cost includes contingency and engineering costs.

Off-Site Levy Rates

Item	Cost	
	\$/FFA	\$/Unit
Base Levy Rate	\$3.08	\$2,385.73



APPENDIX Detailed Off-Site Levy Calculations

C



Table C1: Water Off-Site Levy Calculations

ID	Project	Quantity	Unit	Unit Cost	Capital Cost	Updated Capital Cost	Levy Project Type	Grant Funded	Remaining Capital Cost	Developer Built/Financed	Existing Town Contribution	Levies Collected	Total Levied
WAT-6	Resiliency Watermain	1	LS	\$1,660,000	\$1,660,000	\$1,660,000	New	\$ -	\$1,660,000	\$ -	\$ -	\$ -	\$1,660,000
WELL-1	Production Well Upgrades	1	LS	\$3,504,600	\$3,504,600	\$3,504,600	New	\$ -	\$3,504,600	\$ -	\$2,102,760	\$ -	\$1,401,840
WTP-1	WTP and Reservoir Upgrades	1	LS	\$11,097,900	\$11,097,900	\$11,097,900	New	\$ -	\$11,097,900	\$ -	\$5,992,866	\$ -	\$5,105,034
Total Water					\$16,262,500	\$16,262,500		\$ -	\$16,262,500	\$ -	\$8,095,626	\$ -	\$8,166,874



Table C2: Wastewater Off-Site Levy Calculations

ID	Project	Quantity	Unit	Unit Cost	Capital Cost	Updated Capital Cost	Levy Project Type	Grant Funded	Remaining Capital Cost	Developer Built/Financed	Existing Town Contribution	Levies Collected	Total Levied
SAN-3	Stone Mountain Lift Station Upgrade	1	LS	\$260,000	\$260,000	\$260,000	New	\$ -	\$260,000	\$ -	\$ -	\$ -	\$260,000
SAN-4	Cabin Creek Sanitary Upgrade	1	LS	\$400,000	\$400,000	\$400,000	New	\$ -	\$400,000	\$ -	\$ -	\$ -	\$400,000
SAN-5	Highway 16 Trunk Sewer Upgrade	1	LS	\$340,000	\$340,000	\$340,000	New	\$ -	\$340,000	\$ -	\$ -	\$ -	\$340,000
WWTP-1	Wastewater Treatment Plant Upgrade	1	LS	\$15,342,000	\$15,342,000	\$15,342,000	New	\$ -	\$15,342,000	\$ -	\$3,835,500	\$ -	\$11,506,500
Total Wastewater					\$16,342,000	\$16,342,000		\$ -	\$ 16,342,000	\$ -	\$3,835,500	\$ -	\$12,506,500



AGENDA ITEM 6.4

Certification of Municipality of Jasper Bylaw #272 Rebuild Bylaw 2025

I, Kendra Van Dyk, Acting Field Unit Superintendent of Jasper National Park of Canada, pursuant to Article 4.4 of the Agreement for the Establishment of Local Government in the Town of Jasper (“Local Government Agreement”) have reviewed the Municipality of Jasper Bylaw #272, which received its first and second reading on the 19th day of August 2025 by the Council of the Municipality hereby certify with respect to Bylaw #272 that:

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

Dated at the Town of Jasper, in the Province of Alberta, this 27th day of August 2025

Kendra Van Dyk
A/Field Unit Superintendent of
Jasper National Park of Canada

MUNICIPALITY OF JASPER
BYLAW #272

**BEING A BYLAW OF THE SPECIALIZED MUNICIPALITY OF JASPER IN THE PROVINCE OF ALBERTA
TO AMEND EXISTING BYLAWS AFFECTING COMMUNITY REBUILD FOLLOWING THE 2024
WILDFIRE.**

WHEREAS Section 16 of the *Traffic Safety Act* (Alberta), as amended, provides that a Council may pass bylaws regulating and controlling traffic within the Municipality;

AND WHEREAS the *Municipal Government Act* (RSA 2000, cM-26) provides that a Council may pass bylaws respecting the regulation and licensing of businesses operating within the Municipality;

AND WHEREAS the *Municipal Government Act* (RSA 2000, cM-26) provides that a Council may pass bylaws regulating noise within the Municipality;

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

1. CITATION

- 1.1. This Bylaw may be cited as the “Rebuild Bylaw 2025”.

2. PURPOSE

- 2.1. This Bylaw amends Bylaw #244, the *Traffic Safety Bylaw*; Bylaw #110, the *Town of Jasper Business Licensing Bylaw 2008A*; and Bylaw #108, the *Town of Jasper Noise Bylaw 2008*.

3. AMENDMENTS

- 3.1. Section 2 of Bylaw #244, the *Traffic Safety Bylaw*, is hereby amended as follows:

- 3.1.1 Add a new section 2.1.33 “**Rebuild Zone** shall mean an area designated by the CAO where temporary road closures and other permit conditions may apply to facilitate rebuild activities following the 2024 wildfire;”
- 3.1.2 Current sections 2.1.33 to 2.1.42 are renumbered to 2.1.34 to 2.1.43.

- 3.2 Section 3.6 of Bylaw #244, the *Traffic Safety Bylaw*, is hereby amended as follows:

- 3.2.1 Add a new section 3.6.8 “establish a Rebuild Zone on a Highway within the Town to facilitate rebuild activities following the 2024 wildfire.”

- 3.3 Section 7 of Bylaw #244, the *Traffic Safety Bylaw*, is hereby amended as follows:

- 3.3.1 Add a new section 7.21 “Notwithstanding sections 7.18 and 7.20 above, and subject to the provisions contained elsewhere in this Bylaw, an Owner or operator of a Trailer may park an unattached Trailer in the area of the Roadway immediately in front of a destroyed or damaged property affected by the 2024 wildfire, commonly referred to as the parking lane, provided that the Trailer is used for the rebuild or repair of the destroyed or damaged property.”
- 3.3.2 Current sections 7.21 to 7.26 are renumbered to 7.22 to 7.27.

- 3.4 Section 9.1 of Bylaw #244, the *Traffic Safety Bylaw*, is hereby amended as follows:

- 3.4.1 Add a new section 9.1.5 “any Vehicle deemed to be over-dimensional under the provisions of the *Traffic Safety Act* (Alberta), as amended.”

- 3.5 Section 3 of Bylaw #110, the *Town of Jasper Business Licensing Bylaw 2008A*, is hereby amended as follows:

- 3.5.1 Add new sections 3.4, 3.4.1 and 3.4.2 as follows:

“3.4 Notwithstanding section 3.2 above, a Person is not required to hold a Business Licence if:

3.4.1 such Person is a sub-contractor of a prime contractor who holds a valid Business Licence; and

3.4.2 such Person is listed as a sub-contractor of a prime contractor who holds a valid Business Licence, in a method prescribed by the CAO”

- 3.5.2 Current sections 3.4 to 3.6 are renumbered to 3.5 to 3.7.

- 3.6 Section 6 of Bylaw #108, the *Town of Jasper Noise Bylaw 2008*, is hereby amended as follows:
- 3.6.1 Add a new section 6.5 “Notwithstanding the provisions herein, a Person providing construction, renovation, landscaping or other similar services may carry on activities of any type in the Town which involve hammering, sawing or the use of machine tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried out on Sundays and Holidays between the hours of 10:00 am and 6:00 pm, provided that the property being worked on was destroyed or damaged during the 2024 wildfire.”

4. **RATIFICATION**

- 4.1. Except as hereinbefore expressly provided, all provisions of Bylaw #244, the *Traffic Safety Bylaw*, are hereby ratified and confirmed and shall continue in full force and effect.
- 4.2. Except as hereinbefore expressly provided, all provisions of Bylaw #110, the *Town of Jasper Business Licensing Bylaw 2008A*, are hereby ratified and confirmed and shall continue in full force and effect.
- 4.3 Except as hereinbefore expressly provided, all provisions of Bylaw #108, the *Town of Jasper Noise Bylaw 2008*, are hereby ratified and confirmed and shall continue in full force and effect.

5. **SEVERABILITY**

- 5.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

6. **COMING INTO EFFECT**

- 6.1. This Bylaw shall come into force and effect on the final day of passing thereof.

READ a first time this 19th day of August, 2025

READ a second time this 19th day of August, 2025

READ a third time and finally passed this day of September, 2025

Mayor

Chief Administrative Officer